**MINUTES OF THE BOARD OF TRUSTEES BI-MONTHLY MEETING**

**Southwestern Community College**

**July 23, 2024 – SCC Jackson Campus**

**Attending:**

*Trustees* *College Staff*

Howard Allman Luke D. Hyde Don Tomas

Sue Bartlett Mark R. Jones Scott Baker

Joyce Cooper Jerry McKinney Thom Brooks

Jack Debnam Betty Waldroop Lisa Kim Fisher

Ken Henke Zyla Young Tyler Goode

Bryan Singleton

**Absent**

Jeff Cloer, Cory McCall, Brett Rogers

The Board of Trustees of Southwestern Community College (SCC) met for their bi-monthly meeting on May 21, 2024 in the Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

**CALL TO ORDER**

Chairman Luke D. Hyde called the meeting to order at 5:01 p.m. and read the Conflict of Interest Statement. A quorum was present for the meeting.

**OATH OF OFFICE**

Dr. Tomas administered the Oath of Office to newly appointed Trustee Joyce A. Cooper and reappointed Trustee Ken Henke. Ms. Cooper introduced herself to the Board.

**ELECTION OF OFFICERS**

Chairman Hyde announced his plan to step down from the position of Chairman of the Board of Trustees, and asked Mr. McKinney and Mr. Jones to report from the Nomination Committee on the proposed officer candidates for the 2024-2025 year.

Mr. McKinney reported that the Nomination Committee met and is proposing Mark R. Jones as Chairman, Mr. Hyde as Vice Chairman, and Dr. Tomas as Secretary to the Board. Following discussion, Mr. McKinney made a motion to elect the candidates proposed by the Nominating Committee, which was seconded by Mr. Allman and passed unanimously. Mr. Allman and the Board thanked Mr. Hyde for his service as Chairman. Mr. Jones then assumed the chairmanship.

**APPROVAL OF AGENDA**

With no changes since the distribution of the meeting materials packet, the Board approved the agenda for the current meeting.

**PREVIOUS MEETING’S MINUTES**

Chairman Jones asked for a motion to approve the minutes of the Board of Trustees Meeting of May 21, 2024. Mr. Debnam made a motion to approve the minutes as presented, and Mr. Allman seconded the motion, which passed unanimously. Chairman Jones then asked for a motion to approve the minutes of the Special Called Board Meetings of July17 and July 18, 2024. Mr. Allman made a motion to approve the minutes of both meetings as presented, which was seconded by Mr. Hyde and passed unanimously.

**PRESIDENT’S REPORT**

Dr. Tomas announced that the College will be holding a Board of Trustees Retreat on Friday, September 6, beginning at 8 AM, and all Trustees are strongly encouraged to attend.

Dr. Tomas reported that at the Special Called meeting on July 17 for selection of a designer for the Firearms Training Facility resulted in the selection of Clark Nexsen to provide designer services.

Dr. Tomas informed the Board that he will be attending the NCACCP Summer meeting in Asheville July 24- 26.

Dr. Tomas reported that the General Assembly has not approved the state budget for 2024-2025, so the College will operate on a modified budget until the state budget is finalized and approved by the NCGA.

**CURRICULUM AND STUDENT SERVICES**

Chair of the Curriculum and Student Services Committee Ken Henke asked Dr. Thom Brooks, Executive Vice President for Instruction and Student Services, to report to the Board. The Committee did not meet in July due to a lack of Action Items at that time.

Dr. Brooks reported on the Spring 2024 Workforce Continuing Education enrollment and the Summer 2024 Curriculum enrollment, noting that both have increased enrollment, and the forecast for the Fall semester is optimistic.

Under Action Items, Dr. Brooks presented revisions to Policy 6.03.03 – Sex Discrimination and Harassment – Title IX. Following review and discussion, Mr. Hyde made a motion to approve the revised policy as presented, which was seconded by Ms. Bartlett and passed unanimously.

**FINANCE AND CAMPUS IMPROVEMENT**

Finance and Campus Improvement Committee Chair Cory McCall asked Vice President for Financial and Administrative Services Lisa Kim Fisher to give a report on Local Revenue Analysis and State Budget Expenditures.

Under Action Items, Ms. Fisher presented the Budget Allocations and Transfers. Following review and discussion, Mr. Allman made a motion to approve the Budget Allocations and Transfers as presented, which was seconded by Mr. McKinney and passed unanimously.

Ms. Fisher presented revised Policy 4.03.05 – Sex Discrimination and Harassment – Title IX for review and approval. Following review and discussion, Mr. Debnam made a motion to approve the policy as presented, which was seconded by Ms. Waldroop and passed unanimously.

Ms. Fisher then presented revised Policy 7.01.05 – Debt Collection – Student. Following review and discussion, Mr. McKinney made a motion to approve the revised policy as presented, which was seconded by Mr. Allman and passed unanimously.

Under Facilities and Operations, Dr. Tomas gave an update on the Fire Rescue Training Facility, the Groves Center expansion, the proposed indoor firing range at PSTC, the proposed library and Oaks Hall renovation project, and the Dental Assisting renovation plans.

**EXECUTIVE COMMITTEE**

The Executive Committee did not hold their bi-monthly meeting due to a lack of a quorum. Dr. Tomas presented the Full-Time Employee List for review and approval. Ms. Waldroop made a motion to approve the full-time employees hired since the prior bi-monthly Board meeting, which was seconded Mr. Allman and passed unanimously. Mr. Allman then made a motion to approve the Part-Time Employee List of part-time employees hired since the prior bi-monthly Board meeting, which was seconded by Mr. Debnam and passed unanimously.

**OTHER BUSINESS**

Under Other Business, Dr. Tomas reviewed the candidates for Design Services for the Library/Oaks Hall renovations who made presentations to the Board at the July 18 Special Called meeting of the Board, and asked the Board to make their selection. Following discussion of the three candidate firms, during which Dr. Tomas recommended McMillan Pazdan Smith, Mr. Allman made a motion to award the contract to McMillan Pazdan Smith, which was seconded by Mr. Hyde and passed unanimously.

With no other business before the Board, Chairman Jones adjourned the meeting at 6:03 p.m.

Mark R. Jones, Chair Don Tomas, Secretary

Board of Trustees Board of Trustees