



BRUNSWICK
COMMUNITY COLLEGE

Brunswick Community College
Board of Trustees Meeting Minutes
Thursday, March 19, 2015
5:30 p.m.

| | | |
|---|---|----------------|
| Board Attendees John Jones, Chair Bobby Long, Vice Chair Alan Holden Allen Williams Art Skipper Doug Terhune | Dwight Flanagan Frank Iler Jim Bradshaw Jwantana Frink Lynda Stanley Pat O’Bryant Drake Harper, SGA President | Absent: |
| Others in Attendance: Dr. Susanne Adams, Recording Secretary; Dr. Sharon Thompson; Velva Jenkins, Sheila Galloway; Gina Robinson; Bea Palazzi; London Schmidt; Dr. Sybil Burgess; JoAnne Van der Kuijl, Director of BIP, Board Briefing; Renee Sloan, <i>State Port Pilot</i> ; | | |

Chair John Jones called the Brunswick Community College Board of Trustees meeting to order in the Building A Board Room at 5:30 p.m. on Thursday, March 19, 2015. Mr. Jones read the requirements regarding conflicts of interest as stated in the N.C. State Government Ethics Act. No conflicts of interest were noted.

Mr. Bobby Long gave the invocation.

Chair Jones announced the presence of a quorum.

Consent Agenda:

Chair Jones requested approval of all items on the Consent Agenda except the Associate in Engineering College transfer and Career and College Promise Pathways items. Chair Jones requested these items be removed from the Consent Agenda so that Board members could hear discussion of these items in detail.

Mr. Art Skipper made a motion to approve the Consent Agenda with the removal of the requested items. Mr. Dwight Flanagan seconded the motion. The motion was unanimously passed.

The following items were included in the motion.

- Agenda for March 19, 2015 Meeting
- Minutes of February 19, 2015 Meeting
- February 2015 Financial Report
- Trustees-Foundation Directors MOU
- Resolution Supporting Community College

The following items were included for information only:

- Personnel Report
- Calendar of Events
- BCC Baseball Schedule

Board Briefing:

President Susanne Adams introduced Director of the Brunswick Interagency Program (BIP), Joanne Van der Kuijl, to present the Board Briefing. Mrs. Van der Kuijl explained the importance of the BIP program to the College and the Community. The Brunswick Interagency Program (BIP) serves adults with an Intellectually Developmental Disability. The program is committed to providing a positive learning experience for adult learners and recognizing that they need long-term academic, vocational, and social supports. Students are also encouraged to maintain and develop strong natural supports and ties to the community.

In terms of services, there are 14 Adult Basic Education classrooms, a strong Vocational Rehabilitation program with 25 students in paying positions and Day Support Services to 23 students with severe disabilities.

In terms of recruitment and collaboration, BIP personnel have developed a strong relationship with Coastal Care, the state gate keeper for state and local services. The program gets most of its referrals from Coastal Care. Ms. Van der Kuijl indicated that a strong relationship has been maintained with the Brunswick County school system, the Department of Social Services, the Literacy Council, local residential facilities and many other community groups. The volunteer base has increased with volunteers from on campus, the Early College High School Program students, the College's basketball team, graduate students from UNCW, and individuals from the community.

Some new developments for BIP this past year have been an additional transportation contract, new awnings between the buildings, a refurbished Gift Shop, and a vibrant healthy living initiative. In the future, BIP is planning to expand its Enhanced Services, especially those to do with employment. A Long Term Supported Employment Specialist position has been created to enable students to maintain their jobs through continuing support.

SGA:

SGA President, Drake Harper announced that the SGA Spring Conference will be held in Durham, NC March 27-29. Spring Fling and Earth Day Events are scheduled on April 22 from 11:00 a.m. – 2:00 p.m. BIP students will hold a plant sale. Spring Fling will feature activities and pizza and sodas for lunch. In addition, a blood drive is scheduled from 9:00 a.m. – 2:00 p.m.

Chair Jones presented a brief discussion regarding the Board Retreat to be held in June. Dates of June 19 and 26 had previously been suggested. There were some conflicts with June 19th. Chair Jones suggested tabling this discussion until later. Suggestions for a location to hold the retreat include the OWA Event Center and BEMC Board Room.

Building & Grounds:

Chair Jones briefly discussed Performance Contracting and indicated that VP Donnie Bassinger would present a report so that everyone would understand Performance Contracting and its benefits. Chair Jones indicated that Rep. Iler had expressed interest in hearing more about Performance Contracting and is on his way from Raleigh to attend the Board meeting.

Committee Chair Bobby Long reviewed information about the SBI Center. A recent advisory meeting had been held for discussion on use of the facility and the importance of signage and other ways for the Center to be more recognizable. Mr. Long indicated that at a recent event, some attendees passed by the facility not recognizing it as they passed. The Advisory Committee discussed possibilities that would increase visibility as well as create interest in the SBI Center. These possibilities will be reviewed by the College to determine priorities.

Committee Chair Bobby Long reviewed the progress on the Southport project. Final overhead inspection is complete and a punch list of items was generated by State Construction. These items are scheduled for completion and re-inspection by the architect tomorrow, March 20, 2015. All ceiling tile is to be installed at that time, also. The floors are being stained throughout the building and baseboards are being installed as each room is completed. Landscaping has begun in front of the building and the ground is being prepared for grass seed and straw.

The State Board has received the request to approve demolition of the old cafeteria as well as the request to approve the transfer of the gym to the City of Southport.

The EDA has received all documents requested and the Incubator Project at Leland has resumed.

Projects scheduled to begin in spring 2015 include adding a Nurses Simulation Lab in Building B. This project is scheduled to begin in May following graduation. Student Services renovation of three new offices and expansion of the student reception area is scheduled to begin the last week of March.

The soundproofing of the Machine Shop in Leland is scheduled for April 2015.

Chair Jones asked if State Construction would be returning to the project. VP Bassinger indicated that State Construction will return for a final inspection. Lynda Stanley asked what the projected completion date is for the Southport Project. VP Bassinger indicated a final date has not been confirmed yet, but the final part of the project is in process with the stucco on the outside of the building. He indicated this is a tedious process due to the drying time for stucco but should be completed in a couple of weeks, with the possibility of having a final completion date in about three weeks.

Mrs. Stanley asked about the Nurses Simulation Lab. VP Bassinger reported that an observation room is being installed so that instructors can observe the SimMen (manikins). The opposite side will contain curtains and beds and a nurses' station with the classroom moving down by one space.

Following up on Southport opening, Dr. Adams answered Trustee Holden's question regarding an opening day indicating that there would initially be a "soft" rollout with a few classes moving in within this semester. Once all construction is final, a grand opening will be announced.

Academic/Student Affairs:

Committee Chair Lynda Stanley explained that the College is in the process of planning for the Associate in Engineering transfer degree. Mr. Bobby Long stated that the program in surveying has not been successful and suggested that surveying be combined with the engineering program. Dr. Thompson explained that the surveying program is referred to by the System Office as Geomatics. This program is an Applied Science Degree and falls under Professional and Technical programs, which is offered at BCC.

Ms. Stanley requested that Dr. Sharon Thompson review details of the items Chair Jones requested be removed from the Consent Agenda for discussion. Dr. Thompson explained that the request to initiate the planning process for the Associate in Engineering transfer degree is being presented for approval by the Board of Trustees. The N.C. Community College System (NCCCS) has worked with UNC General Administration to create a *Uniform Articulation Agreement* with five (5) UNC institutions; *e.g.*, East Carolina University; North Carolina A & T; NC State University; University of North Carolina at Charlotte; and Western Carolina University. This degree is for students who have a minimum of a 2.5 GPA with C or better grades in all coursework. It is anticipated that with NCCCS/State Board and SACSCOC approval by May, this transfer program could be implemented in the fall 2015 semester.

Dr. Thompson explained the Associate in Engineering transfer program takes students through Calculus III and concentrates heavily in the sciences, physics, biology and engineering courses. Students may decide after completing Calculus II if their interest is in Geomatics Engineering or after the planning process of the Associate in Engineering is complete, their interest is to continue in the transfer program. Dr. Thompson announced that BCC already has instructors that are qualified to teach in the transfer program offering many opportunities for both programs to be successful at Brunswick Community College.

Committee Chair, Lynda Stanley, made a motion to approve the request to initiate the planning process for the Associate in Engineering transfer degree. Mrs. Jwantana Frink seconded the motion. The motion was unanimously passed.

Dr. Thompson explained that the College currently offers ten certificates and two diplomas for high school students. The Committee is requesting approval to add to the existing pathways certificate the following new Career and College Promise pathways: Electronics Engineering Technology; Health and Fitness Science; Health Information Technology; and Turfgrass Management Technology and the Biotechnology diploma pathway.

Mrs. Lynda Stanley made a motion to approve the addition of the following programs to the existing Career and College Promise pathways: Electronics Engineering Technology; Health and Fitness Science; Health Information Technology; and Turfgrass Management Technology. Mr. Bobby Long seconded the motion. The motion was unanimously passed.

Policy 3.1 Grading Policy and Policy 3.5 Intellectual Property Rights Policy were removed from the Consent Agenda by Chair Jones. Mrs. Lynda Stanley explained that Grading Policy revisions included minor changes that were recommended by Faculty Senate members, and the Intellectual Property Rights Policy revisions were minor changes reviewed and recommended by the campus community.

Mrs. Lynda Stanley made a motion to approve Policy 3.1 Grading Policy and Policy 3.5 Intellectual Property Right Policy as revised. Mrs. Jwantana Frink seconded the motion. The motion was unanimously passed.

Finance:

VP Sheila Galloway presented the College's county budget request for the 2015-16 fiscal year. VP Galloway presented the County Budget Summary and pointed out items where an increase or decrease is being requested. Mayor Alan Holden asked what the two major concerns are in the budget. VP Galloway expressed that her two major concerns are in Plant Maintenance. She expressed that the Director of Physical Plant and VP Bassinger have identified issues and have a handle on this area, but the concern is having an unexpected major problem and not having budgeted enough dollars to allow for the problem. The second major concern is the large jump in the cost of garbage sewerage disposal. Maintenance and VP Bassinger are in the process of finding the cause of this problem.

Dr. Allen Williams, Committee Chair, made a motion to approve the County Budget Request for the 2015-16 fiscal year as presented. Mr. Jim Bradshaw seconded the motion. The motion was unanimously passed.

VP Galloway presented the February 2015 financials.

Dr. Allen Williams made a motion to approve the February 2015 financials as presented. Mr. Alan Holden seconded the motion. The motion was unanimously passed.

Performance Contracting:

Chair Jones recognized VP Donnie Bassinger to present a summary of Performance Contracting so that Trustees have a better understanding of the potential savings and advantages of this method of operations. VP Bassinger explained that an "energy-saving performance contract allows agencies to complete energy savings projects without upfront capital costs." There is no upfront capital outlay. An ESCO (energy savings company) conducts a comprehensive energy savings audit of the College which includes mechanical and electrical, which includes chillers, boilers, controls, air handlers, lighting systems, water management and the building. These are areas from the preliminary study that could potentially be problem areas. The contractor will generate a project that meets the needs of the College and will assist in obtaining the funding for the project. The ESCO "guarantees" their improvements will generate energy costs savings to pay for the project for the term of the contract. Projects are typically for a period of 15 or 20 years. There is a guarantee that no additional dollars will be required from the County. The current utility budget is the sole source of funds to pay back the loan that is generated. The energy savings are guaranteed to exceed the cost of the project. Typical energy savings are between 20 and 30 percent reductions in energy costs. Savings are turned into capital to pay for

the project. Example: If an ESCO guarantees us \$250,000 in savings that translate into a \$2.5 million project, the lower the interest rate, the bigger the dollar figure can be because more projects can be completed. Interest rates are going below 3 percent at present, so the timing is right for this type of project.

Following discussion, Chair Jones indicated that the Board Retreat date and location will be tabled.

Chair Jones requested a closed session motion. Mr. Bobby Long made a motion to go into closed session under G.S. §143.318.11 no. 2 in order to prevent the premature disclosure of an honorary degree, scholarship, prize or similar award. Mr. Doug Terhune seconded the motion, and the Board went into closed session.

During closed session, Mr. Patrick O'Bryant made a motion to approve the document with changes that were discussed. Mr. Art Skipper seconded the motion. The motion was unanimously passed.

Chair Jones made a motion to seal the minutes of the closed session. Rep. Frank Iler and Vice Chair Bobby Long seconded the motion. The motion was unanimously passed. The minutes of the closed session will be sealed.

Mr. Doug Terhune made a motion to return to open session. Mr. Alan Holden seconded the motion and the Board returned to open session.

Mr. Dwight Flanagan made a motion to adjourn the meeting. Mr. Patrick O'Bryant seconded the motion, and the meeting was adjourned at 7:25 p.m.

Respectfully submitted,
Dr. Susanne H. Adams, Recording Secretary