



BRUNSWICK COMMUNITY COLLEGE

Brunswick Community College
Board of Trustees Meeting
May 19, 2016
Minutes

Board Attendees: Mr. Alan Holden, Chair Mr. Bobby Long, Vice Chair Dr. Allen Williams Mr. Mark Bachara Mr. Dwight Flanagan	Mrs. Jwantana Frink Mr. John Jones Mr. Pat O’Bryant Mr. Art Skipper Dr. Gene Steadman, Jr. Mr. Doug Terhune	Absent: Mr. Frank Iler
Others in Attendance: Dr. Susanne Adams, Recording Secretary; VP Sheila Galloway; VP Donnie Bassinger; Mrs. Bea Palazzi; Ms. Rebecca Rock; Ms. Elina DiCostanzo; Dr. Denise Houchen-Clagett; Mrs. Gina Robinson; Mr. Ronnie Bryant; Ms. Lori Graham; Dr. Burt Browning; Lindsay Krez, <i>Brunswick Beacon</i> ; Sara Wilson, <i>State Port Pilot</i> ; Helen Gabriel, Smart Start; Polly Russ, Smart Start		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order in the Board Room at 5:30 p.m. on Thursday, May 19, 2016.

Mrs. Bea Palazzi read the requirements regarding conflicts of interest as stated in the N.C. State Government Ethics Act. No conflicts of interest were noted from Board members.

Mrs. Jwantana Frink provided the invocation.

Chairman Holden announced the presence of a quorum.

Chairman Holden requested approval of the Consent Agenda. **Mr. John Jones made a motion to approve the Consent Agenda. Dr. Gene Steadman seconded the motion. The motion was passed unanimously.**

Items included in the Consent Agenda:

- May 19, 2016, Agenda
- April 14, 2016, Meeting Minutes
- Finance Report

The following items were discussed and voted on during Unfinished Business:

- Policy 7.2 College Identification Policy
- Policy 7.12 Computer Systems Backup Policy

Items included For Information Only:

- Personnel Report
- Calendar of Events
- Campus Newsletter *Splashes*

Board Briefing:

President Adams introduced Mrs. Gina Robinson as the College's Interim Chief Academic Officer. Mrs. Robinson introduced Dr. Burt Browning, Chair of Business, Engineering and Technology. Dr. Browning reported that with Mrs. Robinson's encouragement, a major push was made for him to implement *cross-functional learning teams*. Students become involved in projects in their free time. Encouraged by the technology as well as solving real life problems, students work together in a cross-functional learning environment with faculty integration.

Dr. Browning presented the Computer Numeric Control (CNC) Plasma Cutter. The plasma cutter is a state of the art metal cutting machine. Dr. Browning provided each Trustee with a metal cutout in the shape of the State of North Carolina. The piece also designated the College's location by a dolphin cutout.

Dr. Browning also introduced a new 3D Printer instructional tool which is used for prototyping and production work in various industries. Another project that involves students and faculty collaboration is the Bee Hive project. Bee hives were installed on the BCC campus on April 1, 2016. Ants recently have become a problem, and faculty and students prototyped 3D ant "moats" designed to keep pests out of the hives. The principle goal of this project is to make a "generation 2 version" and organize a BCC summer institute for other colleges to attend so they can do the same thing on their campus and send their data to the main BCC Bee Hive project site.

Dr. Browning explained that students and faculty who participate in these cross functional learning projects are from diverse program areas including Electronics, IT, Programming and Health Business Informatics (HBI). These initiatives address the College's #6 Goal which is "To employ and support qualified, diverse faculty and staff that promote a student-centered learning environment."

Chairman Holden requested that Dr. Browning express the Board's appreciation to the students and faculty who have worked on these projects.

Smart Start:

Ms. Helen Gabriel was welcomed to the Board meeting. Smart Start representatives attended the May Board meeting for the purpose of making a statement regarding the closure of the Early Childhood Education Center. Ms. Gabriel expressed appreciation for and the importance and value of the partnership between Smart Start and Brunswick CC over the past five years. Ms. Gabriel stated that over the past six years the program has "offered the finest child care for over 150 children in Brunswick County." She also expressed appreciation to the teaching staff and their value in caring for the children. Ms. Polly Russ was introduced and indicated it is hoped that the center's existence can be revisited in the future. Chair Holden spoke on behalf of the Board of Trustees indicating that closing the facility was a very painful decision that the Board had to make.

SGA:

No report.

Executive Committee:

No report.

Building and Grounds:

Mr. Bobby Long reported that the Cosmetology Department is completing its update with new flooring and the installation of new stations. BETC has new carpet and tile installed and new office furniture. The first floor of Building A has replaced the floor tile. The 3-1 submitted to the State Board is scheduled for approval on Friday. Re-roofing the H Building is almost complete. The marquee is scheduled to begin installation next week.

Academic and Student Affairs:

Dr. Gene Steadman indicated that the committee had no formal meeting this month. Dr. Steadman reported that the Career and College Promise (CCP) transfer pathway leading to the Associate in Engineering (AE) is designed for high school juniors and seniors who wish to begin study toward the AE degree and more to a baccalaureate degree in a STEM or technical major. **Dr. Steadman made a motion to add the AE College Transfer Pathway to CCP offerings effective fall 2016 and thus allow interested high school juniors and seniors who qualify to begin courses toward the Associate in Engineering degree. Mr. John Jones seconded the motion. The motion was passed unanimously.**

Finance Committee:

VP Sheila Galloway presented the April 2016 budget report. Mrs. Galloway reported that the ECEC revenues are lagging from last year. This deficit will gradually be removed over a period of time following the program shut-down at the end of the fiscal year. **Dr. Allen Williams made a motion to approve the April 2016 financial report. Dr. Gene Steadman seconded the motion. The motion was passed unanimously.**

Liaisons:

- **EWD** – Mr. Mark Bachara reported that Brunswick Business and Industry Incubator approved its first tenant, Celebration Candles, on May 4, 2016. The company's projected move-in date is June 1, 2016. Celebration Candles makes special occasion candles.

The Southport Focus Group had its third meeting on April 27th. Mr. Bachara reported that the group focused on locating funding to renovate the unoccupied space. Perspective sources include county funds, grants, and capital campaigns.

Mr. Bachara announced that a press conference is scheduled on June 1, 2016, for Duke Energy to present a \$101,356 grant to BCC to support a CNC equipment purchase for Machine Technology. For the Board's information only, Mr. Bachara reported that the Division of CEWD has met all of the requirements of the Accountability and Credibility Internal Audit Plan for spring 2016.

- **Commissioners** – No report
- **Board of Education** – No report
- **OWA** – No report.
- **Foundation** – Mr. John Jones reported that a proposed list of nominees for the Foundation Board includes Toya D. Wilson and David Sink for two-year terms and Robert Paul Walker, Marta MacCallum, and James Lane for three-year terms. Mr. Jones also reported that a *Food and Wine* pairing event was held at Angelo's. The event made approximately \$1,000 with the restaurant's donation and a wine raffle sponsored by the Foundation. The

Campus Fund Drive Challenge received 100% participation by Foundation Board members. Mr. Jones expressed that he is hopeful that the Board of Trustees will have 100% participation. The Foundation Board Retreat is scheduled on June 14, 2016, from 9:00 AM to 3:00 PM and will be held in the Board Room.

- **Athletics** – Mr. Dwight Flanagan announced that BCC’s baseball team will be playing in the Division II World Series in Enid, Oklahoma, beginning May 26, 2016. Mr. Pat O’Bryant asked about funding for the trip. Dr. Adams reported that funding had been raised. The President also announced that graduation was held for the baseball team early since they were traveling for tournament play and would not be on campus for graduation day on May 13th. A commencement was held for the team on the baseball field where all 16 players graduated. Media representatives were present as well as parents, faculty and College staff. All players had applied for graduation and were cleared by faculty and the registrar to walk at commencement. Brunswick CC’s graduating athletes average a 3.127 GPA. Kyle Mehl, an infielder, received the Academic Excellence Award for 2016. Kyle will attend Campbell College and plans to go into the field of law.

The Athletic Golf Tournament is scheduled at Ocean Ridge on the Panthers Run Golf Course on August 20. Mr. Flanagan encouraged those who play golf to register for the tournament.

- **Legislative** – The House Budget is addressing Management Flex. A 2% salary increase and a \$500 bonus also are being proposed.

Personnel: In consent agenda.

President’s Report:

Congratulations to Mrs. Velva Jenkins and Mr. Pat O’Bryant for completing Leadership North Carolina. President Adams expressed appreciation to Trustees who attended the nursing pinning ceremonies. The College experienced a banner year with 337 students graduating, 425 degrees, diplomas and certificates awarded and 204 students walking at commencement. Dr. Adams expressed appreciation to the Chair of the Brunswick County Commissioners, Mr. Scott Phillips, who took off the entire day to attend BCC events; County Manager, Ms. Ann Hardy; and Brunswick County Commissioner, Ms. Pat Sykes, for their attendance at BCC’s graduation events. Lori Summerlin was also congratulated for organizing graduation events at the Virginia Williamson Event Center for estheticians and manicurists.

Dr. Adams announced that BCC is still registering for summer classes and has reached 103% of last year’s enrollment in students and 98% in FTE. Appreciation was expressed to Dr. Denise Houchen-Claggett and her team for their hard work in “Making Summer Count.”

BLET is back at BCC to support the Sheriff’s Office. Registration is May 31st, and classes will be held on the Main Campus during the day. BLET classes will also be offered at the Leland Center in the evening.

Dr. Adams reported that the County Manager presented her budget which includes a 4.8% or \$175,024 increase for the College. The County continues to fund at the “purpose” level and hold any annual budget surplus in a reserve for College capital needs. The budget does not include

assistance for 22 BIP students. However, the College continues to vet ways that the program can be funded.

Dr. Adams reported that College leadership will have interviewed six candidates for the CAO position and hopes to have recommendations by Memorial Day for the Executive Committee to review applications and provide advice. The Campus Community has spoken with the candidates in a “question and answer” venue, and candidates were given a tour of the campus.

Dr. Adams announced that Emergency Services will hold Emergency Preparedness sessions at OWA covered by WECT. BCC’s ECHS has been recognized as the #18 high school in North Carolina.

Dr. Adams announced that the Board Retreat is June 17, 2016, and that the retreat location will be discussed under Old Business. The Retreat is scheduled to host a speaker to discuss SACSCOC accreditation and the Board’s responsibilities as Trustees in the process.

Dr. Gray shared that BCC has a positive transfer relationship with NC Wesleyan. Dr. Duff of NC Wesleyan reported that 21 students from BCC attend the College and two have graduated. Most students are in their business administration program.

Mr. Pat O’Bryant asked if there is a way to track how many students who graduate from BCC stay in the area. Dr. Adams stated that a recent study indicated that many do stay in Brunswick County, but at present, there is no way to track.

President Adams reported that WECT-TV interviewed the College’s Administration regarding graduation. The College had a positive interview and received good publicity highlighting that 71% of AAS graduates enter the workforce. Art Skipper mentioned that the community college system had received bad press regarding graduation rates. London Schmidt was asked to send the System Office rebuttal to the report.

Mr. Doug Terhune expressed appreciation to Dr. Adams, Mrs. Velva Jenkins and Ms. Elina DiCostanzo for assisting the Shallotte Rotary Club in connecting West Brunswick High School CTE students with BCC workforce development scholarships provided by the club.

Unfinished Business:

Chairman Holden requested that Dr. Adams present Policy No. 7.2 College Identification Policy which has been revised. Dr. Adams reported that the revised policy requires that everyone on campus must have some form of identification on their person. Individuals coming on campus without identification will be required to check in at the reception desk in Building A. **Mr. John Jones made motion to pass Policy 7.2 College Identification Policy. Mr. Bobby Long seconded the motion. The motion was passed unanimously.**

Policy 7.12 Computer Systems Backup has been updated. Mr. Ronnie Bryant explained that the processes have changed for backup procedures. Exact processes are required in the policy for audit purposes. **Mr. Johns Jones made a motion to accept the policy as revised. Mr. Art Skipper seconded the motion. The motion was passed unanimously.**

Chairman Holden asked Board members for their preference regarding a location for the upcoming annual June 2016 retreat. The consensus of the Board is to have the retreat at the Southport Center.

Mr. Bobby Long made a motion to go into closed session under GS 143.318.11 no. 5, in order to discuss a property issue and GS 143.318.11 no. 6 to discuss a personnel issue. Dr. Gene Steadman seconded the motion. The Board went into closed session

Mr. Donnie Bassinger indicated in closed session that he had contacted the Town Manager of Carolina Shores regarding the proposed offer on the SBI Center. Mr. John Mendenhall, Town Manager of Carolina Shores, responded to Mr. Bassinger in an email indicating that their Board decided to break negotiations regarding the SBI property. Mr. Mendenhall indicated that the Town of Carolina Shores felt that negotiations were too far apart to make a counter offer.

At this point, the College will need direction from the Board regarding selling the property. Mr. Art Skipper suggested that the property be taken off the table for a while. Mr. Bobby Long suggested that we look for someone to lease the property. Mr. Pat O'Bryant asked if the Town of Carolina Shores is currently leasing the property for events. Mr. Bassinger indicated they lease the Center for their HOA meetings on an as-needed basis. Chairman Holden requested that President Adams speak with the Town Manager of Carolina Shores and express appreciation for their consideration of the property purchase and encourage the continued use of the Center. Board members indicated they agreed with this suggestion.

Continuing in closed session, Chairman Holden collected the completed evaluations for President Adams. It was decided that discussion of the evaluation results would take place at the Board of Trustees meeting on June 17, 2016, following the annual retreat.

Mr. Pat O'Bryant made a motion to come out of closed session. Mr. Bobby Long seconded the motion, and the Board returned to open session.

Mr. Pat O'Bryant made a motion to unseal the minutes of the closed session of April 14, 2016. Mr. John Jones seconded the motion, and the sealed minutes were unsealed.

Sealed minutes read as follows:

SEALED MINUTES OF THE CLOSED SESSION

Mr. Doug Terhune made a motion for Brunswick Community College to offer the South Brunswick Islands Center to the Town of Carolina Shores for \$1.5 million and a 20-year lease of the classrooms for \$1 per year. The buyer is to pay all utilities, maintenance and upkeep. Mr. Art Skipper seconded the motion. The motion passed with one (1) nay by Mrs. Jwantana Frink.

Mr. Pat O'Bryant made a motion to adjourn the meeting. Dr. Gene Steadman seconded the motion, and the meeting was adjourned at 8:30 p.m.

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