



Brunswick Community College
Board of Trustees Meeting
September 17, 2020
Minutes

<p>Board Attendees: Mr. Alan Holden, Chair Mrs. Susan Carroll Ms. Sheila Grady Rep. Frank Iler Mr. Ronnie Jenkins Mrs. Myong Jensen</p>	<p>Mr. Michael Norton Dr. Gene Steadman Mr. Doug Terhune Mr. Olaf Thorsen Colonel Les Tubb Dr. Allen Williams</p>	<p>Absent:</p>
<p>Others in Attendance: Dr. Gene Smith, Recording Secretary; Dr. Lois Smith; VP Sheila Galloway; VP Greg Bland; VP Denise Houchen Clagett; Mr. Jack Luciano; Ms. Elizabeth Wassum; Ms. Cindy Sterling; Mr. Paul Mills; Mr. Dave Sorenson; Mrs. Christy Ridgill; Mrs. Heather Crisco; Mr. Dave Deaner (Audio); Mr. Michael Paul, State Port Pilot</p>		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order in the Virginia Williamson Event Center on Thursday, September 17, 2020 at 5:32PM

Ms. Cindy Sterling read the Ethics Statement, and no conflicts of interest were stated.

Trustee Myong Jensen provided the invocation.

Chairman Alan Holden announced the presence of a quorum.

Chairman Alan Holden asked for approval of the Consent Agenda. Trustee Frank Iler made a motion to approve the Consent Agenda as presented. Trustee Ronnie Jenkins seconded the motion. The motion was passed unanimously.

Items included in the Consent Agenda for Board approval:

- September 17, 2020 Agenda
- August 20, 2020 Minutes

Executive Committee: The Executive Committee did not meet, so there was no report.

Executive Vice President Dr. Lois Smith introduced new faculty members Ms. Christy Ridgill, EMS Director and Ms. Heather Crisco, Sociology Instructor.

Board Briefing – Dr. Lois Smith presented the Review of the 2020 Performance Measures Data. BCC did very well again this year with 5 of the measures at Excellence Level, 1 measure at Below Excellence but above College Average, and one measure Below College Average but above Baseline.

Seven (7) specific measures related to student success

- Basic Skill Student Progress
- Student Success in College-Level English Courses
- Student Success in College-Level Math Courses
- First Year Progression
- Curriculum Student Completion
- Licensure and Certification Passing Rate
- College Transfer Performance

Our Performance provides a portion of the College's funding

- Last Budget Year = \$271,136
- This Budget Year = \$210,463

System-Wide Baseline and Excellence Levels

- These are statistically-defined levels based on three years of college data for each measure
- Baseline level is set two standard deviations below the system mean
- Excellence level is set one standard deviation above the system mean

Academic & Student Affairs: Trustee Sheila Grady stated the ASA Committee met on September 4, 2020 via Zoom.

The Committee had no action items but did hear information items that included the Performance Measures Data presented by Dr. Lois Smith. Also, the committee was presented enrollment updates for CE, EWD and Curriculum as well as other updates from Greg Bland.

The next meeting of the ASA Committee will be on October 8, 2020 at 8:30 am via Zoom.

Buildings & Grounds: Michael Norton reported that the Building and Grounds Committee met Tuesday, September 15, 2020 at 1:00 p.m. in the main campus board room. The Committee discussed updates and recommendations on the following:

- Annual Energy Report - Utility usage increased 3% vs last year. Square footage increased 2.5% (Health Sciences addition and Southport woodturning). Demolished old Church building.
- Fitness & Aquatics - Completed installation of parking lot LED lighting. Next area planned is parking lot in rear of building B.
- Leland Fire Panel - Had to replace because it was hit by a lightning storm. The cost to repair is \$10,445 and will be submitted as an insurance claim. Note - \$5,000 deductible.
- Building D, Room 122 Renovations – The renovations are to repurpose the former Nursing Aid I classroom to an Early Childhood Education classroom.

- H Parking Lot Asphalt –We plan to resurface the southwest section early October (approved capital outlay funds).
- Culinary Project – We are obtaining proposals for architectural designers on the complete project.

Finance Committee: VP Sheila Galloway presented the August 2020 Financial Report. Trustee Allen Williams made a motion to approve the August 2020 Financial Report. Trustee Ronnie Jenkins seconded the motion. The motion was passed unanimously.

The College requested Brunswick County to provide a 3.5% salary increase for all full time county funded employees employed on May 11, 2020. The budget request was approved in the county budget.

Trustee Allen Williams stated the Finance Committee recommends a 3.5% salary increase for all FT county funded employees employed on May 11, 2020 that are still employed as of August 20, 2020. The total amount of the increases is \$29,014.66. Trustee Gene Steadman seconded the motion. The motion was passed unanimously.

Liaisons:

CE, EWD – Trustee Ronnie Jenkins reported the following for Continuing Education, Economic and Workforce Development:

Professional Development Activities :

- Workforce Leadership completed NC3 (National Coalition of Certification Centers) instructor training. The Mike Rowe Work Ethic Certification is now available through Human Resource Development (HRD). The first Mike Rowe Credentials will be offered at Brunswick Christian Recovery Center.

Partnerships / Community Collaboration :

- Project Strive will begin on Oct 27, 2020. This is our collaboration with the YWCA. Instruction will include digital skills, software applications, Microsoft Office 365, and G Suite.
- Town Creek Vision Corporation is hosting our Masonry Course.
- Pathways To Purpose staff have been approved to recruit at the Brunswick County Courthouse.

Southport Center :

- 29 Classes; 204 Registrations
- Examples: Pottery Advanced Sculptures; Mosaics; Stained Glass; Beginning Silver; Guitar; Recording & Production; GED; Photography; Wheel Turning Pottery

Brunswick Interagency Program:

- Reopened on September 14, 2020. Monday – 27 students; Tuesday – 28 students; Wednesday – 32 students

G.E.A.R. Program (Gateway To Employment & Academic Readiness):

- 105 Registrations
- 20 Orientations This Semester
- Testing Center Is Operating With Social Distancing
- Class Locations: Online; McLamb; Southport; Leland
- New Locations Are Being Considered

Licensure Program: - Esthetics, Manicurist, Massage

- We have been contacted by several potential students who were enrolled in a private for-profit college in the region. These students are not able to complete their cosmetology program at that location due to COVID-19. We are working to transfer their hours to BCC so that they can complete the course in a timely fashion.

Customized Training

- Customized Training Program (CTP) leadership is currently working with HSM. This industry is located in the Leland Innovation Park. The instruction focuses on internal auditing and quality control. HSM also participated in an apprenticeship overview with BCC and the North Carolina Community College System (NCCCS) apprenticeship representative last week.

Board of Education – Trustee Olaf Thorsen reported the students are returning to school Monday, September 21, 2020, and we wish them well.

OWA – Trustee Doug Terhune reported:

- Listen Up Brunswick County has cancelled their September and October shows at our venue.
- The BCC PN program will host a drive-by Pinning Ceremony in front of OWA on Monday, Oct 12, 2020 at 10am.
- We are currently working with Early College High School's (ECHS) National Honor Society to have a drive-thru induction ceremony in October in front of OWA.
- NC Works has asked to host an outside job fair in front of OWA in late October.
- We are also working with Relay for Life to host a drive-thru around the luminaires in early November.
- The Kingston Trio is still scheduled for Sunday, December 6, 2020.
- USIB is moving forward with the annual Nutcracker Ballet via a virtual format this year, while utilizing our facility.

Foundation – Trustee Susan Carroll reported as of August 19, the 2020-2021 Campus Fund Drive has raised \$14,188 in total pledged giving from BCC faculty and staff!

- Our goals are 100% giving from faculty and staff with a total giving amount of \$35,000.
- Last year's Campus Fund Drive raised \$32,946 in total gifts and 72% giving participation.

- We also ask for 100% giving from the College’s Board of Trustees, throughout the year. In the past, this board has been so generous to give in a variety of ways – support of Fin’s Fan Club for Student Athlete Scholarships, Men and Women in Philanthropy & Leadership, purchasing tickets or sponsorships of Bella Italia, support of scholarships and campus initiatives, and many others! Please reach out if you would like to talk more about your options for giving in the coming year, so we can once again celebrate 100% giving from our Board of Trustees at next June’s retreat.
- Fin’s Fan Club introduces – the Fin’s Five! Get your Fin’s team together – invite five friends to join the Fin’s Fan Club at a minimum annual contribution of \$240 to support the student athlete scholarship program. Membership drive deadline is October 15, 2020!
- The Foundation is planning a virtual event schedule for Fall/Winter

September	10	WPLB & MPLB Annual Meeting <i>Via Zoom</i>	10:00 – 10:45 a.m. <i>OR</i> 5:00 – 5:45 p.m.
October	30	Donor & Scholar Event <i>Via Zoom</i>	11:00 a.m. – 12:00 p.m.
February	6	Bella Italia <i>Via Zoom</i>	6:00 p.m.

Legislative – Representative Iler shared highlights from the September 8 Brunswick Beacon:

Last week at the North Carolina General Assembly was a short whirlwind, as we rode into Raleigh on Wednesday morning, passed a major COVID related spending bill, and rode out of town on Thursday afternoon. To be fair to our appropriations chairs, they had been working on this bill for weeks on a bipartisan and bicameral basis, bicameral meaning negotiating between the House and Senate.

The funds appropriated in House Bill 1105 – Coronavirus Relief Act 3.0 were a result of funds from the federal C.A.R.E.S. Act as well as funds from the Savings Reserve or Rainy Day Fund. The Rainy Day funds were used mainly for the effects of Hurricane Isaias in our area and the earthquake in the west. Some highlights from the bill are below:

- \$335 to families with children to help offset costs of school closures \$200/month increase in unemployment benefits
- \$35 million for child care centers
- \$8 million to help working families offset child care costs
- \$20 million for community-based organizations to provide virtual learning
- \$75 million for Personal Protective Equipment

- \$10 million for internet connectivity for students
- \$30 million for the GREAT program to improve rural broadband
- \$6.5 million to eliminate the waitlist for children with disabilities to access educational opportunities
- \$34 million for testing and tracing
- A hold harmless provision for school districts that see declining enrollment
- \$20 million for COVID treatment for the uninsured
- \$45 million for a small business grant program
- \$44.5 million for hurricane recovery from 4 major storms
- \$5 million to promote safe access to early voting
- \$115 million total increase to education
- \$17 million in grants for exceptional children's services
- \$50 million for Lost Wages Assistance Program
- \$38 million for behavioral health
- Expands eligibility for Opportunity Scholarships
- Bipartisan priorities like the PPE+NC program

While this does not cover all the appropriations, it does represent the \$1.1 billion in this third COVID bill, and the \$3.6 total of the three COVID bills passed so far. These funds had to be spent by December 31st or returned, so we had to act now. HB1105 passed the House 104 – 10. Having passed the Senate 44 – 5, it was presented to the Governor on Thursday. It is expected that he will sign it.

NCACCT – Trustee Sheila Grady had nothing to report from the North Carolina Association of Community College Trustees (NCACCT).

President's Report: President Smith reported BCC received \$397,670 in federal CARES Act funding to assist students impacted by the COVID 19 pandemic. Thus far, the College has assisted 162 students by awarding \$275,000. We will continue to assist students who meet the eligibility requirements as applications are received until all funds have been expended. Please note that the College has invited all students that meet eligibility requirements to apply. Students may receive up to \$2,000 in funds based upon credit hours enrolled to assist in covering expenses related to class disruptions. We have \$122,670 remaining and expect to disburse these funds by the end of September.

On August 27, 2020 Dr. Smith participated in a Zoom meeting with the American Association of Community Colleges, the United States Department of Agriculture, and other presidents of Small and Rural Community Colleges. The discussion centered on opportunities to enhance our colleges' ability to partnership and ways to serve our students better.

On August 29, 2020 the Consulate General of Mexico representing the Institute for Mexicans abroad presented BCC with \$3,000 for scholarships to support students enrolled in BCC programs. BCC is longest continuous recipient of this award in this program. Marilyn Graham, Director of Multicultural Programs (CE), is responsible for this partnership and works every year to apply for the funding and ensure our students are able to take advantage of the scholarships.

On September 14, 2020 a portion of the students in BIP returned to campus. We have 32 students out of 130 attending. We have put in place strict protocols and are making every attempt to provide a safe learning environment.

In accordance with Governor Cooper's Phase 2.5 orders, the Gore Fitness Center opened on September 9, 2020 with COVID safety protocols, 30% capacity, and reservations required for equipment, classes, and the walking track.

BCC hosted the "Never Forget" 9/11 Memorial Service conducted by the NYFD/Carolina Retirees Association in Brunswick County. They began the day with a 9/11 Memorial Mass and arrived on our campus by motorcade later in the morning. Although the wreath and bell service on campus was conducted in a heavy rain, everyone remained and mourned the nearly 3,000 lives lost including 343 FDNY firefighters.

The Mobile Certification and Enrollment Vehicle was placed at West Brunswick High, South Brunswick High, and North Brunswick High this week to assist with recruiting (Career and College Promise) CCP students during freshman and sophomore open house. The BCC Student Services Division and the BCC Foundation provided the high schools' faculty and staff with coffee and doughnuts in an effort to show our appreciation for their partnership and support of BCC.

The Brunswick County Early College High School (ECHS) returned 100 students each day beginning September 21, 2020. They will use an A day and B day format with half of the students attending in person on Monday and Tuesday and the other half attending on Thursday and Friday. Wednesday will be a day for deep cleaning. Breakfast and lunch will be provided in the C building as we are limiting large gatherings across campus.

The BCC Health Sciences Ribbon Cutting Ceremony and Open House is scheduled for October 6, 2020 at 10:00a.m.

Unfinished Business: Chair Holden asked if there was any unfinished business, but there was none.

New Business: Chair Holden asked for Holiday celebration ideas. President Smith offered a few suggestions, but there was no conversation, and a decision was not made.

As there was no further business, Trustee Gene Steadman made a motion to adjourn the meeting. Trustee Susan Carroll seconded the motion. As there was no further business, the meeting was adjourned at 6:43 PM.

Respectfully submitted,
Dr. Gene Smith, Recording Secretary