



# BRUNSWICK COMMUNITY COLLEGE

Brunswick Community College  
Board of Trustees Meeting  
October 21, 2021  
Minutes

<b>Board Attendees:</b> Mr. Alan Holden, Chair Mrs. Susan Carroll Mr. Scott Evans Ms. Sheila Grady Rep. Frank Iler	Mr. Ronnie Jenkins Mrs. Myong Jensen Ms. Ellen Milligan Mr. Michael Norton Mr. Doug Terhune Mr. Olaf Thorsen Mr. Les Tubb	<b>Absent:</b>
<b>Others in Attendance:</b> Recording Secretary, Dr. Gene Smith; Executive Vice President Dr. Lois Smith; Vice President Sheila Galloway; Vice President Dr. Denise Houchen Clagett; Ms. Cindy Sterling		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, October 21, 2021 at 5:35 PM.

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

Trustee Ellen Milligan provided the invocation.

Chairman Alan Holden announced the presence of a quorum, with 12 of the 12 Trustees in attendance.

**Chairman Alan Holden asked for approval of the Consent Agenda. Trustee Olaf Thorsen made a motion to approve the Consent Agenda. Trustee Susan Carroll seconded the motion. The motion was passed unanimously.**

**Items included in the Consent Agenda for Board approval:**

- October 21, 2021 Agenda
- September 16, 2021 Minutes

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

**Board Briefing:** There was no board briefing.

**SGA:** Erika Cribb, SGA President delivered the following report:

**Events:**

- Discussing Fall Fling this semester.
- Oath of Office Ceremony for new officers
- Library Social Event October 19 and 20.

**Meetings:**

- SGA Members and advisors aim to meet once a week in coordination with the group's schedule
- All SGA Members are communicating on a weekly basis via the group text message/email and Zoom meetings.

**Topics Discussed:**

- Revised Social Media bylaws.
- Brainstorming potential fundraiser ideas.
- Student Request to hold an "open mic" event .

**Academic & Student Affairs:** Trustee Sheila Grady, ASA liaison, reported that their committee did not meet, therefore there was nothing to report.

**Buildings & Grounds:** Trustee Michael Norton, Building and Grounds liaison reported that there was no face to face meeting in October. The committee received an email with the following updates:

- Building A trex patio deck is pending material availability to schedule construction.
- Proposed Baseball locker room schematic design and construction costs are due on or about October 18, 2021.
- Proposed DOT crosswalk between Fitness / Aquatics center and Lot 7 [(near ATM ) will be discussed at next Building/ Grounds meeting.

**Finance Committee: VP Sheila Galloway presented the September 2021 Financial Report. Trustee Les Tubb made a motion to approve the September 2021 Financial Report. Trustee Sheila Grady seconded the motion. The motion was passed unanimously.**

VP Sheila Galloway asked the Board for consideration of approval of the 2020-2021 appropriation for the Facility Master Plan, which was \$67,343.00. We expended \$41,250.00 in 2020-2021. The Finance Committee recommends the request to appropriate up to the remaining balance of \$26, 093.00 be approved as presented in order to complete the plan.

**Trustee Myong Jensen, Finance Chair, stated that the Finance Committee recommends the request to appropriate county funds balance up to \$26, 093.00 for the Facility Master Plan be approved as presented. Trustee Susan Carroll seconded the motion. The motion was passed unanimously.**

**Liaisons:**

**CE, EWD** – Trustee Ronnie Jenkins delivered the following report:

	<b>Fall Semester 2021</b>	<b>Fall 2020</b>
FTE Occupational Extension	169	91
FTE Basic Skills	40	40
FTE Community Service / Self Supporting	14	10

*Total Courses Offered Thus Far This Semester: 326*

*Growth will continue to occur during the next ten weeks.*

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

-18 Graduates Since July 1, 2021.

**Workforce Development:**

-OSHA training for the Town of Leland has concluded. We are now transitioning to Notary courses.

-The first cohort of electrical lineman will conclude on Oct 25, 2021.

-HAZWOPER will be offered to the Town of Navassa during the month of November. The course will occur at the Leland Center. This course is in response to the Greenfield Environmental Trust initiative.

**Small Business Center:**

-10 webinars with 70 attendees

-18 new clients with 26 sessions

-The Hispanic /Latino Academy concluded with 6 session and 27 attendees.

**Customized Training:**

Thus far this semester customized training has seen 70 registrations with 5 courses. These include: Effective Communication, Lean Six Sigma Yellow Belt, Motivating & Engaging Employees, and Role Of The Leader (2).

**Brunswick Interagency Program:**

BIP was awarded the 2021 Innovation Award By The North Carolina Community College Adult Educator’s Association. This award recognizes the program’s work with students completing internships at Novant Health.

**Board of Education:** Trustee Olaf Thorsen reported the following:

- Brunswick County Schools are in need of substitutes and offering a \$250 bonus for those who sub 10 or more days in a month. They can get the same bonus the following month and so on.
- Held a ribbon cutting ceremony for the new Culinary Arts Center and Automotive Technology Center.

- Info on Culinary Arts Center:
  - Kitchen repurposed into Cooking Lab (some equipment still being installed but students are already taking part in basic culinary classes)
  - Gym repurposed into 2,830 SF Serving space/Multi-use space
  - 900 SF classroom
  - 783 SF serving preparation classroom
  - Laundry facility

Auto Tech Center:

- 6,848 SF addition
- Classroom, restrooms, shop, showers, tool storage
- Teacher office
- Storage
- 3 Bays, 2 Lifts, Alignment machine
- Tire Machine, Spin Balancer
- Brake Lath, Strut Compressor, Air Compressor
- Exterior Covered work area

**OWA** – Trustee Doug Terhune, OWA liaison, reminded everyone of the great line up scheduled through February 2022. He encouraged all of the Trustees to purchase tickets, if they haven't done so yet.

The BCC-OWA Performing Arts Unstoppable 4-Package Season begins in January 2022 and runs through February 2022.

- Shenandoah w/ Kirk Jay – January 15, 2022
- Motones vs Jerseys – February 4, 2022
- Amythyst Kiah – February 11, 2022
- Aoife O'Donovan – February 24, 2022
- Additional shows for this fall are:
  - Comedian Jon Reep – October 23, 2021
  - Shakey Graves – November 6, 2021
  - Steven Curtis Chapman's Acoustic Christmas – December 10, 2021

**Foundation** – Susan Carroll, Foundation liaison, delivered the following report:

- Recent meetings, campus tours, and presentations include: North Brunswick PORCH for Food Pantry (September 24), St. James Service Club (September 30), Holden Beach Chapel Ladies Fellowship (October 5), Assistance League of Greater Wilmington (October 11), St. James Service Club Volunteer Fair (October 13).
- The dedication of the Mike Sapp Memorial Stage will take place on Saturday, January 9, 2022 during the evening of Shenandoah's performance at the Odell Williamson Auditorium.
- The ribbon cutting and dedication of the Douglas Terhune Center for Culinary Arts was held today, Thursday, October 21<sup>st</sup> at 4pm. Thank you for your support of this event!
- Please keep Carolyn Felton, former Foundation Board Director in your prayers. Her husband, Clint passed away on October 15.

**Legislative** – Representative Frank Iler reported that there is still no budget.

**NCACCT** – Trustee Sheila Grady stated that she and other Trustees, along with President Smith, attended the NCACCT Leadership Seminar September 22-24 at the Hotel Ballast in Wilmington.

**Athletics** – Trustee Les Tub reported the following:

- The baseball team is selling \$10.00 raffle tickets, with the drawing being held on November 6.
- The men's basketball will host a Jamboree at BCC on Saturday, October 23.
- Women's softball is looking for more recruits/players for their team.

**President's Report:**

- President Smith provided the September 2021 Human Resources Personnel Report.
- President Smith provided the following update:
- Six BCC BOT members attended the North Carolina Association of Community Colleges Trustees meeting in Wilmington. The event was very informational.
- BCC held its BLET Graduation on September 28 where Sheriff Ingram provided the key note address and swore in several graduates into their positions within the Brunswick County Sheriff's Office. Many other graduates already have jobs within our county municipalities.
- President Smith met with the BCC Faculty Senate to share updates and provide opportunities for questions.
- Frank Iler organized a meeting with DOT District Engineer Chad Kimes and Dr. Smith to discuss our facilities master plan and ways the DOT can assist BCC in the regular maintenance of College Road, the entrance of campus, and opportunities to increase the length of the off lanes of 17 to increase safety.
- BCC was recently awarded the North Carolina Community Colleges Adult Educators Association Innovation Award at the annual NCCCAEA meeting for our Project Search initiative with Novant Health. We have learned that other communities are using our model to assist adults with special needs to find employment opportunities and personal growth.
- Elizabeth Wassum and Dr. Smith presented an update from BCC to the Holden Beach Chapel Ladies Fellowship Group.
- BCC presented the Student of the Month for August to Jacob Vanover. We will present the Student of the Month awards for September and October as their schedules allow.
- BCC led an EDA Build Back Better Grant planning meeting with James Sprunt Community College, Southeastern Community College, and the Cape Fear Workforce Development Board. We are moving forward with the narrative, equipment lists, and budgets. The grant is due in January, 2022. Greg Bland and Dr. Smith also visited Southeastern Community College Advanced Manufacturing Center to get a better understanding of their capabilities in CNC Machining, robotics, and electronics engineering.
- Greg Bland and Dr. Smith also visited Precision Swiss Manufacturing in San Jose, California. This company is moving to the new Brunswick County Mega Site and manufactures many intricate products for the medical and aerospace fields. The trip also included a visit to De Ansa Community to review their CNC machining facilities and curricula.
- The Board of Trustees is invited to the Walter Shaw Court dedication prior to the opening game of the men's basketball season on November 10 at 5:30p.m. We will also unveil the 2021 championship banners.

- BCC hosts a men's basketball jamboree on October 23 from 9:00a.a. until 8:00p.m. and a women's basketball scrimmage this on October 24 at 3:00 p.m.
- Dr. Smith thanked Douglas Terhune for helping the college to provide opportunities to the citizens of Brunswick County through the Douglas Terhune Center for Culinary Arts. We are very excited about the future of this program and utilization of the space.
- Dr. Smith thanked the Board for their continued engagement support of the college.

**Unfinished Business:** Chair Holden asked if there was any unfinished business and Trustee Doug Terhune thanked everyone for their generosity by attending the Terhune Center Ribbon Cutting event.

**New Business:** Chair Holden asked if there was any new business, and there was none.

**Any other Business:** Chair Holden asked if there was any other business, and there was none.

**As there was no further business, Trustee Les Tubb made a motion to adjourn the meeting. Trustee Frank Iler seconded the motion. The meeting was adjourned at 6:54 PM.**

Respectfully submitted,

Dr. Gene Smith, Recording Secretary