



Brunswick Community College  
Board of Trustees Meeting  
February 17, 2022  
Minutes

<p><b>Board Attendees:</b> Mr. Alan Holden, Chair Mrs. Susan Carroll Mr. Scott Evans Ms. Sheila Grady</p>	<p>Mr. Ronnie Jenkins Mrs. Myong Jensen Ms. Ellen Milligan Mr. Michael Norton Mr. Doug Terhune</p>	<p><b>Absent:</b> Rep. Frank Iler Mr. Les Tubb</p>
<p><b>Others in Attendance:</b> Recording Secretary, Dr. Gene Smith; Sheila Galloway; Greg Bland; Elizabeth Wassum; Jack Luciano; Eric Holloman, Kevin Lee; Cindy Sterling</p>		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, February 17, 2022 at 5:41 PM.

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

Trustee Ronnie Jenkins provided the invocation.

Chairman Alan Holden announced the presence of a quorum, with 9 of the 11 Trustees in attendance.

**Chairman Alan Holden asked for approval of the Consent Agenda. Trustee Sheila Grady 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:**

- February 17, 2022 Agenda
- January 20, 2022 Minutes

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

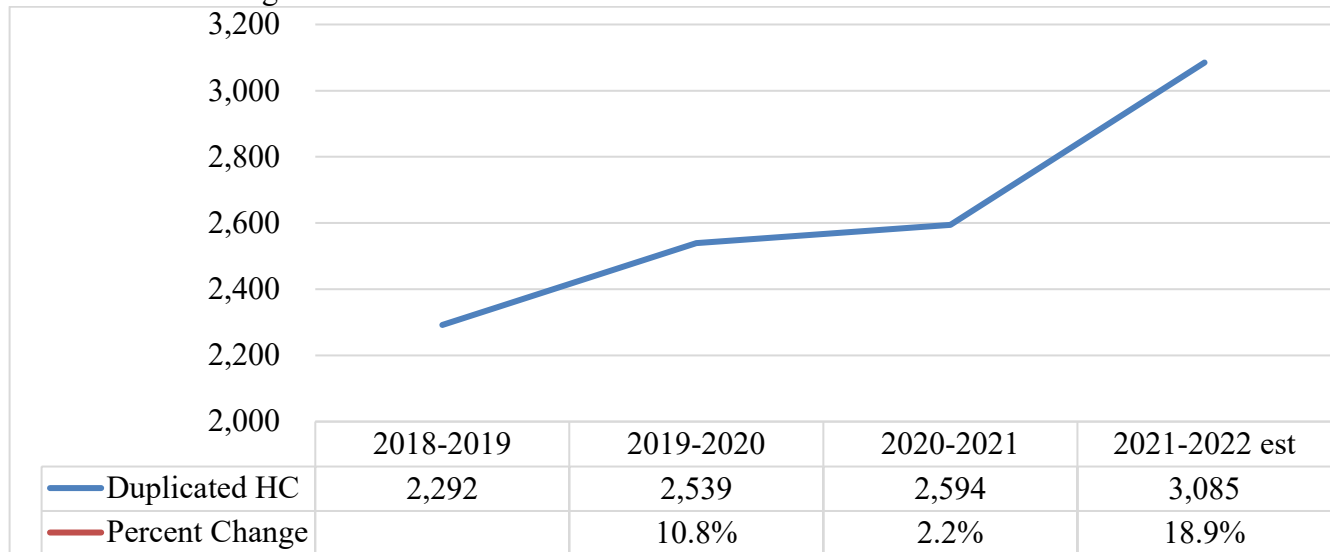
**Board Briefing:** Eric Holloman, Dean of Professional and Technical delivered the board briefing. Dean Holloman talked about the Strategic Plan – Vision 2020 and Beyond Directives:

1. Improve efficiency and sustainability.
2. Deliver new and current programs in flexible, efficient ways that lead to increased student enrollment and completion.
3. Build and maintain excellence among faculty and staff.
4. Leverage information to promote College growth and program excellence.
5. Invest in effective marketing strategies to support existing programs and services, recruit students, and engage the community in the life of the College.

Closed underperforming programs

1. Aquaculture
2. Biotechnology
3. Electronics Engineering
4. Healthcare Business Informatics
5. Marine Biotechnology
6. Office Systems Technology

Student enrollment growth



P&T has introduced 12 new degrees and 14 Specialty/CCP certificates (2018FA-2021FA) in existing programs. Only one completely new program (Criminal Justice Technology - 2018) included a new FT Faculty hire.

**SGA:** Jadon Smith, SGA President delivered the following report:

**Events Scheduled:**

- 2/14/22 – Hot Chocolate and Donuts (Heart Shaped)
- 2/22/22 – Brunswick Community College Soul Food Luncheon
- 3/17/22 – St. Patrick’s Day Treats!

**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:**

- Discussing the ideas and programming for this current semester
- Potential Events for Spring Fling (Laser tag, Casino night, etc)
- Open Mic Night (every 3<sup>rd</sup> Wednesday starting in March)
- Animal Shelter for Exam week (have puppies for everyone to pet)

- Should we leave the cornhole boards out, would students play. (volleyball success) or have more room for video games in the cove.

**Academic & Student Affairs:** Trustee Sheila Grady, ASA chair, reported there was no ASA meeting held, so there was no report.

**Buildings & Grounds:** Michael Norton, chair, delivered the following report:

The Building and Grounds Committee met Monday, February 14 at 12:00 p.m. in the main campus boardroom. The Committee discussed updates and recommendations on the following:

Building H (Jensen Workforce Development Center) Asphalt – First bids rejected due to only (1) bid received. Reposted January 31. New bids due February 18.

Baseball Locker Rooms – The committee is seeking approval of \$26,600 design contract for Urban Design Architect. **Trustee Doug Terhune made a motion to approve the \$26,600 design contract for Urban Design Architect. Trustee Scott Evans seconded the motion. The motion was passed unanimously.**

Building A, Room 224 – Restroom sink faucet left on over a weekend caused estimated \$10,000 in water damages to carpet, ceiling tiles, and some light fixtures in eight offices and hallway. Our insurance is likely to cover damages after applying the \$5,000 policy deductible

**Finance Committee: VP Sheila Galloway presented the February 2022 Financial Report. Trustee Doug Terhune made a motion to approve the February 2022 Financial Report. Trustee Myong Jensen seconded the motion. The motion was passed unanimously.**

**Liaisons:**

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

**FTE Comparison:**

	<b>Spring 2022</b>	<b>Spring 2021</b>
FTE Occupational Extension	149.00	149.00
FTE Basic Skills	25	49

*308 courses offered thus far. FTE will continue to grow through May 15, 2022.*

**GEAR Program:** 32 Graduates since July 1, 2021

**Brunswick Interagency Program:** The program was reaccredited on February 14, 2022. This five year accreditation will enable the program to continue serving students through our partnerships with the Division of Vocational Rehabilitation and Trillium.

**Workforce Development:**

- Enrolled 6 students in the Electrical Lineman course on February 1, 2022.
- Enrolled 14 employees from *Windows World* in Lead Based Paint Removal course on February 4, 2022.

- Enrolled 13 students in the “New Hire Safety Training Course” which is customized For *Precision Swiss Products*.
- There will be a Beauty & Wellness Graduation for students on March 18 and March 25. The leadership team will celebrate with manicurist, esthetics, and massage students.

### **Small Business Center**

- 37 webinars are scheduled for spring semester
- 60 attendees have participated thus far
- 11 new clients during January

**Board of Education:** Trustee Ellen Milligan, BOE liaison, delivered the following report, per Steve Barger, Chairman of the Brunswick County Board of Education:

- Growth in the northern end of the county is increasing quickly and creating a concern regarding overcrowding. The board voted recently to move 5<sup>th</sup> graders to Town Creek Elementary School. The board is also considering the possibility of a new K-8 school in the northern end of the county as well. There is also consideration as to when to add new buildings at North Brunswick High School or look into building a new high school in the future due to continued increase in student population.
- The board is struggling with hiring a construction teacher at the COAST. It seems that most contractors would prefer employment in the private sector, as there is more money to be made in that area.
- Job fairs are being held in both certified and classified areas in hopes of recruiting more talent to the school system in all areas of need.
- The salary study conducted a couple of years back will continue to be reviewed and adjusted as necessary to address pay concerns, both certified and classified.

**OWA** – Trustee Doug Terhune, OWA liaison, encouraged the board to attend the Aoife O’Donovan show on February 24 at 7PM. The Advisory committee is working on the shows for next season.

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

- New scholarships established since last meeting (5): DAR Brunswick Town Scholarship, Chief Todd Coring Scholarship, Betty and Jim Tennant Scholarship for culinary arts, Douglas Terhune Endowed Scholarship for culinary arts, Southport Presbyterian Church Scholarship
- Upcoming resource development and donor relations activities include: campus visit with Mrs. Barbara Stanley, widow of Dr. Karl Stanley Jr., original BCC Trustee ( February 18); Dolphin Rally for Women’s Basketball hosting Cape Fear CC at home (February 23); South Brunswick Islands Rotary Club presentation (February 25); Assistance League of Greater Wilmington presentation (March 3), GFWC Cape Fear Woman’s Club Leland presentation (March 7); Southport Area Newcomers Club campus tour (March 8); Ladies Auxiliary of the Calabash Elks presentation re: scholarship (March 16)
- On February 9, 2022 the BCC Foundation was recognized as the Southport-Oak Island Area Chamber of Commerce Non-Profit of the Year – thank you to all Board members, Foundation Staff, and community supporters for making this honor possible
- Dedication and ribbon cutting for the Myong and Paul Jensen Workforce Development Building will be held April 14, 2022 – Save the Date!

**Legislative** – Representative Frank Iler was not in attendance, so there was no report.

**NCACCT** – Trustee Sheila Grady stated that the 2022 NCACCT Law/Legislative Seminar will be held on Wednesday, March 30 – Friday, April 1, 2022 at the Marriott City Center in Raleigh. She encouraged everyone to attend if they could.

**Athletics** – President Smith delivered the athletic report and indicated that the men’s and women’s season are entering the final games of the regular season with hopes to win the tournaments. The baseball team is playing and the softball team will compete as a club team in March and April.

### **President’s Report:**

- President Smith presented the February 2022 Human Resources Personnel Report.
- President Smith provided the following update:
- BCC’s Brunswick Interagency Program (BIP) received notification of its 5 year Council on Accreditation national reaccreditation. President Smith read the letter to the Board.
- The Brunswick County Health Department conducted a vaccine booster clinic on campus for any BIP students that wished to obtain the COVID booster. This provided an opportunity not otherwise available for our students.
- NCCCS President Thomas Stith visited BCC on February 4 to learn more about our college. He discussed the system initiatives and how our college goals fit with those state-wide goals. He visited the McLamb building including welding, trades, and computer technology. He then visited with our student athletes in the Gore Fitness and Aquatics Center. The visit was covered by both television and newspaper media.
- Faculty and staff were able to participate in professional development through Resilient Brunswick, a local task force formed in 2019 comprised of many members of our local business and non-profit community. This group works together to help our community learn more about adverse childhood experiences (ACEs) and how we can reduce adverse impacts on health and well-being; to help build resiliency skills among our community members; and to serve as an ongoing resource during times of adverse community events to provide support and resources to help us all come through those experiences without suffering long lasting negative effects. The professional development video highlighted the research behind the Resiliency movement, which is national in scope. It provides insight into how we can relate to and apply to our own life experiences, and it will show how building our personal and collective resiliency skills can help strengthen and protect us from developing chronic mental, emotional, and physical ailments associated with toxic stress.
- BCC, Southeastern Community College, James Sprunt Community College, and the Cape Fear Council of Governments have collaborated through the Community College Workforce Development Alliance of Southeastern North Carolina to submit the EDA Good Jobs Challenge Grant requesting \$5.7 million. BCC is requesting equipment for welding technology and machining technology to support new and existing industry.
- Dr. Smith thanked the Board of Trustees for participating in the Strategic Plan listening tour to help develop our new strategic plan. For those not able to participate, please consider completing the survey Cindy provided through email. The next steps are to complete the listening tour, bring the areas to the Board for information, and then develop strategies and goals to complete the strategic plan by our retreat in June.
- Dr. Smith met with Golden Leaf Foundation leadership along with Brunswick County leaders to discuss the possibility of a community grant submission later this year.

- Dr. Smith attended the NCACCP new president's orientation this week. A variety of topics were covered including legislative advocacy, managing change, fund raising, budgeting, board and community relationships, and strategic planning. The group was able to visit the General Assembly and discuss among other presidents our legislative agenda and ways to communicate our goals and impact to our communities.
- Dr. Smith thanked the Board of Trustees for their continued engagement and support of the college.

**Unfinished Business:** Chair Holden asked if there was any unfinished business and there was none.

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

**On a motion by Vice Chair Michael Norton, seconded by Doug Terhune, the Board of Trustees approved to enter into closed session pursuant to NCGS 143-318.11 (a)(6) to discuss a confidential personnel matter. Motion carried.**

**On a motion by Ellen Milligan, seconded by Ronnie Jenkins, the Board of Trustees came out of closed session. This motion was approved and the Board of Trustees returned to the regular meeting.**

President Smith asked the Board to consider approving Kevin Lee for the position of Vice President and Chief Academic Officer. Kevin will also serve as the SACSCOC Liaison. **Trustee Ronnie Jenkins made a motion to approve Kevin Lee for the position of Vice President and Chief Academic Officer, as well as the SACSCOC Liaison. Trustee Myong Jensen seconded the motion. The motion was passed unanimously.**

**As there was no further business, Chair Alan Holden asked for a motion to adjourn the meeting. Trustee Susan Carroll made a motion to adjourn the meeting. Trustee Myong Jensen seconded the motion. The meeting was adjourned at 7:31 PM.**

Respectfully submitted,

Dr. Gene Smith, Recording Secretary