



Brunswick Community College
Board of Trustees Meeting
April 21, 2022
Minutes

<p>Board Attendees: Mr. Alan Holden, Chair Mrs. Susan Carroll Ms. Sheila Grady Rep. Frank Iler</p>	<p>Mr. Ronnie Jenkins Mrs. Myong Jensen Ms. Ellen Milligan Mr. Doug Terhune</p>	<p>Absent: Mr. Scott Evans Mr. Michael Norton Mr. Les Tubb</p>
<p>Others in Attendance: Recording Secretary, Dr. Gene Smith; VP Dr. Denise Houchen Clagett; VP Sheila Galloway; VP Greg Bland; VP Kevin Lee; Julia Stuart; Elizabeth Wassum; Jack Luciano; Alonna Dunlap; Beecham Hartsell; Acquinetta Beatty; Mari-Lou Wong-Chong; Michael Paul; Cindy Sterling</p>		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, April 21, 2022 at 5:36 PM.

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

Trustee Doug Terhune provided the Invocation.

Chairman Alan Holden announced the presence of a quorum, with 8 of the 11 Trustees in attendance.

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

Items included in the Consent Agenda for Board approval:

- April 21, 2022 Agenda
- March 17, 2022 Minutes

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

Board Briefing: Student Ambassadors are the face of the College and the link between the student body, the BCC Foundation and the outside community. Student Ambassadors, Alonna Dunlap and Beecham Hartsell each shared their personal story of how they overcame adversity and challenges to get to Brunswick Community College.

President Smith spoke to the Board about Legislative Priorities. A few talking points that he mentioned were Value of Employees: Need for Competitive Salaries at our Colleges. Also, Value of Students: Need for Expanded Capacity at our Colleges. Handouts were presented with more in-depth information.

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

- **Events:**
 - Spring Fling
 - Events for Finals
- **Events Scheduled:**
 - April 27, 2022 – Spring Fling!!
- **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)
 - Animal Shelter for Exam week (have puppies for everyone to pet)
 - Cornhole boards, volleyball success, or have more room for video games in the cove.

Academic & Student Affairs: Trustee Sheila Grady, ASA chair, reported the committee met April 12, 2022 at 8:30 AM via Zoom.

- All goals were reviewed and are ongoing.
- Heather Hardie, Director of Turfgrass Management and Horticulture Technology, presented a slideshow on the Turfgrass Management and Horticulture Technology program. She gave updates on recruiting efforts, the increase in enrollment numbers, greenhouse improvements, and two new certificates. There will be a plant sale April 22-23 from 9am-3pm each day.
- Curriculum – Dr. Houchen-Clagett shared a graph for curriculum enrollment. We have 1,589 students enrolled for spring 2022 and we had 1,690 students enrolled for fall 2021. There are already 257 students enrolled for the summer semester.
 - There has been \$363,730 in HEERF II funds awarded to 344 students and \$1,200,747 in HEERF III funds awarded to 1,690 students. The funds must be expended by June 30, 2023. The Longleaf Grant will continue for the fall. The FAFSA must be completed for a student to be eligible for these grants.
- CE&EWD Enrollment & FTE Update – Vice President Greg Bland shared graphs for enrollment. There are 2,792 registrations for spring 2022 compared to 2021 registrations for spring 2021. The Occupational Extension FTE is 160 for spring 2022 compared to 149 FTE for spring 2021. The spring 2022 FTE for Basic Skills is 55 compared to 49 FTE for spring 2021.
 - The employment extravaganza is tomorrow at OWA from 10:30am-2:00 pm. There are 36 employers and several training opportunities available.
- Kevin Lee provided the update on Leland Campus Offerings:
 - T.E.A.L.-Tuesday Evenings at Leland
 - There are four classes scheduled at the Leland campus for fall 2022:
 - ENG-111 from 6pm-7pm (1st 8 weeks)
 - PSY-150 from 7:30pm-8:50pm (1st 8 weeks)
 - ENG-112 from 6pm-7:20pm (2nd 8 weeks)
 - MAT-171 from 7:30pm-8:50pm (2nd 8 weeks)
- The next meeting will be May 10, 2022 at 8:30am via Zoom.

Buildings & Grounds: Jack Luciano, the Associate Vice President of Facility Services, stated that the committee met Monday, April 18, 2022 at 12:00 PM via Zoom.

- **Wetland/stream delineation-** Task 1 report completed. 5 wetlands areas and 7 ponds were noted as potential jurisdictional areas to be reviewed by Army Corp of Engineers when so directed (eg ; next planned building structure)
- **Electric vehicle (EV) charging stations-** Discussed opportunities and interest to install on main campus possibly in partnership with Brunswick Electric Membership Corporation (BEMC).
- **Renovation funds** - The committee agreed to proceed with obtaining cost estimate proposal from Sawyer, Sherwood Architects for approx. 7300 Square foot renovation of Southport unoccupied space.
- **5 year performance contract-** \$ 205,156 annual savings 2021 (\$ 12,339 shortfall from contract guarantee) BCC responsible for \$ 11,367. Trane will refund \$ 972.
- **Health Sciences building-** Warranty roof overlay for original building estimated 60 days.

Finance Committee: VP Sheila Galloway presented the April 2022 Financial Report. Trustee Ronnie Jenkins made a motion to approve the April 2022 Financial Report. Trustee Frank Iler seconded the motion. The motion was passed unanimously.

Myong Jensen, Chair of the Finance Committee, made a motion that the 2022-2023 county budget request is \$4,659,036. The Finance Committee recommends the 2022-2023 county budget request be approved as presented. Sheila Grady seconded the motion. The motion was passed unanimously.

Myong made a motion that the Finance Committee recommends the adoption of the Brunswick Community College Procurement Card Policy & Procedures Manual. Trustee Frank Iler seconded the motion. The motion was passed unanimously.

Liaisons:

CE, EWD – Vice President delivered the following report:

	Spring 2022	Spring 2021
FTE Occupational Extension	161	149
FTE Basic Skills	58	49

Total courses offered thus far this semester: 328
FTE and courses will continue through May 15, 2022

- **G.E.A.R. Program (Gateway To Employment & Academic Readiness)**
 - 42 Graduates Since July 1, 2022.
- **Workforce Development**
 - Beauty & Wellness Program graduated 18 students. Graduates were from the manicurist program and massage therapy program)
 - Culinary served a total of 22 students during this semester. The courses offered included Culinary Foundations, Culinary Edge, ServSafe, and Spring Into Veggies.
 - Notary served 65 students
 - Nurse Aide I served 31 students

- **Customized Training**
 - Courses are occurring at Precision Swiss Products, ITI Technologies, and Coating & Adhesives Corporation. Courses include confined space training, accident investigation, and new employee orientation.
 - We are currently planning customized training opportunities for ATMC, BEMC, and Duke Energy.
- **Emergency Services Training:**
 - Classes were offered this semester with 916 registrations.
 - The drone class that was offered during April was attended by emergency responders from Brunswick County government, Bald Head Island, Grissettown, Oak Island, Ocean Isle Beach, New Hanover Regional, and Winnabow.
- **Community Outreach**
 - The Employment Extravaganza on April 13th brought 85 job seekers and 45 employers to our campus.
- **Small Business Center**
 - Since our last meeting, the Small Business Center has served 90 attendees with free seminars.
 - The Success Team will meet on April 26th to review applications for our incubator vacancy.

Board of Education: Trustee Ellen Milligan, BOE liaison, reported.

- Growth in the county continues to increase not only in the Leland/Town Creek area as previously noted but is currently spreading to the western end of the county as well. The western end growth is expected to impact Jessie Mae Monroe Elementary and Waccamaw Schools more than anticipated in the demographic study conducted a few years back. The board voted recently to move 5th graders to Town Creek Middle School, thereby alleviating overcrowding at Town Creek Elementary School and is considering the possibility of a new K-8 school in the northern end of the county, specifically the Brunswick Forest area of Leland. The board is also considering when to add new buildings at North Brunswick High School or look into the building of a new high school in the future due to continued increase in student population.
- Therefore, the Brunswick County Board of Education is struggling to meet the demands of such growth making resources and funding for the continued growth a high priority at this time.
- The board chair and vice chair met with County Commissioners Randy Thompson and Mike Forte to discuss delaying the building of the Early College High School on the campus of Brunswick Community College (BCC). It was determined that delaying the new Early College High School building will allow Brunswick County School Board to work toward meeting the pressing demands of overcrowding schools throughout the county.
- Superintendent Dr. Jerry Oates met with BCC President, Dr. Gene Smith about the change of plans regarding the new building for the Early College High School.

OWA – Trustee Doug Terhune, OWA liaison, delivered the following report:

- The BCC-OWA advisory committee is close to having our 2022-23 season confirmed.
- April has been busy with BCS functions and dance competitions.
 - On Stage America Dance Competition – April 23
 - SBHS Dance – April 26
 - ECHS NHS Benefit Concert – April 27
 - Star System Talent Competition – April 29 -30
- BCC Graduation is Friday, May 6

Foundation – Susan Carroll, Foundation liaison, and Elizabeth Wassun, Executive Director delivered the following report:

- New scholarships established (3) since last meeting totaling \$12,300: Southport Presbyterian Church Scholarship (\$2,500); Faith Outreach Scholarship (\$2,800); Ocean Ridge Charities Association EMT Scholarship (\$7,000)
- Recent resource development and donor relations activities include:
 - Two presentations and recognition of existing scholarships honoring gifts totaling \$7,000: Wilmington Contractors Association Shrimparoo (March 29); Calabash Elks Veterans Affairs Council presentation and receipt of check for PAVE program (April 7)
 - New contacts: North Brunswick Newcomers Club (April 89); Southport Area Newcomers Club (April 12); St. James Service Club campus tour (April 20)
- Dedication and ribbon cutting for the Myong and Paul Jensen Workforce Development Building was Thursday, April 14, 2022 at 10:00 am. Thank you for your support and for the Jensens for the wonderful opportunities their endowment will provide for curriculum and CEWD students.
- Sponsorships still available for Bella Italia 2022 on Saturday, June 25, 2022 at the \$2,500 Oro Level (2 available) and \$500 Bronzo Level (1 available). We are currently on a waitlist for individual ticket sales – please let me know if you would like to attend!

Legislative – Representative Frank Iler stated the short session will start May 18, and they hope to conclude by July 4.

NCACCT – Trustee Sheila Grady stated there was no report.

Athletics – President Smith reported that baseball is in the middle of their season. The softball club finished their season this weekend. Men and women’s basketball teams are in the middle of recruiting for the next season.

President’s Report:

- President Smith provided the following update along with the Human Resources report:
- BCC conducted the Hispanic Manicurist graduation ceremony on March 18, 2022.
- Dr. Smith and BCC Foundation Executive Director, Elizabeth Wassun, presented at Shallotte Rotary, North Brunswick Newcomers Club in Leland, and the Brunswick Newcomers Club in Southport
- BCC’s Human Resources Department conducted the New Employee Orientation on March 25, 2022.
- BCC conducted the Spring 2022 Massage Therapy graduation ceremony on March 25, 2022.
- Dr. Smith attended the NCACCT Law / Legislative Seminar on April 30 in Raleigh. The next NCACCT Law / Legislative Seminar is scheduled for Wednesday September 7 – Friday, September 9 at the Asheville Renaissance. Registration will open later this summer.
- Governor Roy Cooper visited BCC on April 5 to discuss the Longleaf Scholarship. The meeting was held in the Douglas Terhune Center for Culinary Arts and was covered well by the media. Thanks to everyone that was able to attend on such short notice.

- Brunswick Community College’s Electrical Lineman Graduation was conducted on April 8 with all graduates receiving job offers from Lee Electric or Pike Electric at \$17 per hour or approximately \$35,000 per year. The program is 10 weeks in length.

- Brunswick Community College's Brunswick Interagency Program held its annual Dance "A Night at the Oscars" on April 8. All students were recognized for their accomplishments and had a great time dancing in the LaDane Williamson Student Center.
- BCC submitted a Golden Leaf Open Grant application requesting \$500,000 to support equipment upgrades in machining technology and welding technology. Items include a Lincoln Robotic Welder (85,000), Swiss Automatic Lathe (\$205,000), and Zeiss Quality Inspection Device (\$142,554). This grant is in Phase II in hopes of an approval in June.
- Dr. J.W. Kelley from the NCCCS visited BCC on April 7 to learn more about our One Stop Student Services area and tour our campus. Dr. Kelly serves as Associate Vice President of Student Services.
- BCC hosted the Brunswick County Employment Extravaganza on April 13. We had over 25 employers and 100 job seekers attend the event.
- BCC conducted the building dedication and ribbon cutting ceremony for the Myong and Paul Jensen Workforce Development Center on April 14. The event was well attended and trades education and potential donations to support of our students were discussed.
- BCC held the Student Recognition Ceremony on April 14 to recognize the most outstanding students for each curriculum program, student government officers, foundation ambassadors, and BIP program.
- BCC has many activities scheduled for the next few weeks.
 - National Technical Honor Society and Phi Theta Kappa Honor Society is scheduled for April 26 at 5:00 – Douglas Terhune Center for Culinary Arts.
 - Baseball Graduation on May 4 at 9:00 a.m. on Founders Field
 - Medical Assisting Graduation on May 5 at 2:00p.m. in Douglas Terhune Center for Culinary Arts
 - Graduation on May 6 at 3:00p.m. in the Odell Williamson Auditorium.
- Thank you for your continued engagement 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.

Any other business to come before the Board: Chair Holden asked if there was any other business and there was none.

As there was no further business, Chair Alan Holden asked for a motion to adjourn the meeting. Trustee Doug Terhune made a motion to adjourn the meeting. Trustee Susan Carroll seconded the motion. The meeting was adjourned at 7:28 PM.

Respectfully submitted,

Dr. Gene Smith, Recording Secretary