



BRUNSWICK COMMUNITY COLLEGE

Brunswick Community College
Board of Trustees Meeting
May 19, 2022
Minutes

Board Attendees: Mr. Alan Holden, Chair Mrs. Susan Carroll Mr. Scott Evans Ms. Sheila Grady	Mr. Michael Norton Mr. Doug Terhune Mr. Les Tubb	Absent: Rep. Frank Iler Mr. Ronnie Jenkins Mrs. Myong Jensen Ms. Ellen Milligan
Others in Attendance: Recording Secretary, Dr. Gene Smith; VP Dr. Denise Houchen Clagett; VP Sheila Galloway; VP Kevin Lee; Elizabeth Wassum; Jack Luciano; Steve Hulon; Michael Paul; Cindy Sterling		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, May 19, 2022 at 5:39 PM.

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

Trustee Michael Norton provided the Invocation.

Chairman Alan Holden announced the presence of a quorum, with 7 of the 11 Trustees in attendance.

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

Items included in the Consent Agenda for Board approval:

- May 19, 2022 Agenda
- April 21, 2022 Minutes

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

Board Briefing: Steven Hulon, Director, shared that Customized Training:

- Supports the economic development efforts of the state
- Provides customized training assistance to Business and Industry
- Enhances the growth potential of companies
- Increases the retention of existing industry
- Prepares NC workforce with essential skills
- Establishes lifelong partnerships between our community colleges and Business and Industry

• **Brunswick County Industries**

Amyris Inc.	Flow Sciences	Precision Swiss Products
Archer Daniels Midland (ADM)	Industrial Contract Services	Sansha
Blair-HSM Machine Works	ITI Technologies	Southern Lighting Services
Bradford Products	Kart Precision Barrel Corp.	Stone Makers
CDB Corporation	Koppers	Stone Methods
Coating and Adhesives Corp.	Leather Italia	Technical Coating International
Convertis USA Corp.	Manufacturing Methods	Triosim Corporation/IPS
Creative Cabinetry	MicroSolv Technology Corp.	Tri-Tech Forensics
Cygnus Technologies	OrthoKinetic Technology	Victaulic
Feller	Pacon Manufacturing	Walex Products
Fleco Attachments Inc.		

• **Training Options**

Effective Communication	Leadership Development	Forklift
GED/Adult High School	Aseptic Practices	HAZMAT
Over Head Crane	Bio processes	HAZWOPER
Change Management	Clean Room	LOTO
Critical Thinking	cGMP	OSHA
Fundamentals of Problem-Solving	HACCP	Safety Committee Training
Kaizen Events	Internal Auditor	Basic Computer Skills
Lean Manufacturing	ISO 9001	Blueprint Reading
Lean Six Sigma	ISO 14001	Electrical Technician
Yellow & Green Belt	Laboratory Skills	Machine Technology
DISC (Personality Assessments)	QS-9000	MS Office
Harassment Prevention	Arc Flash	PLC's
Interpersonal Skills	Confined Space	Plumbing
	CPR/First Aid/AED/BBP	Technical Writing
	Fire Extinguisher	Welding

• **Customized Training Strategies**

Initiatives	Training Results
Continue proactive visits with business and Industry	Increase safety awareness, and safety practices
Foster relationships with local and regional Economic Development Representatives	Increase morale, teamwork, and productivity
Build relationships with established university training partners.	Increase constructive communication, clarity of expectations, and motivation
Succeed in the design and development of customized training plans	Increase commitment to quality, and process improvement
	Increase productivity, and proficiency.

SGA: No report.

Academic & Student Affairs: No report.

Buildings & Grounds: Michael Norton, Chair, stated that the Building and Grounds Committee met Tuesday, May 17 at 12:00 p.m. in the Executive boardroom. The Committee discussed updates and recommendations on the following:

- **Electronic vehicle chargers** – Pursuing implementation of two EV stations in conjunction with the BEMC grant initiative. A site visit will be scheduled for more specifics. Possible locations considered at WFDC and/or Health Sciences parking lots.
- **Baseball locker room** – Provided feedback to designer on schematic drawings and awaiting revisions. Getting proposals for survey and geomatics.
- **Southport unfinished area** – Received \$44,630 proposal from architect Sawyer Sherwood for schematic drawing, code review, and construction cost estimate. Tabled for future discussion.

Finance Committee: VP Sheila Galloway presented the April 2022 Financial Report. Trustee Scott Evans made a motion to approve the April 2022 Financial Report. Trustee Susan Carroll seconded the motion. The motion was passed unanimously.

President Smith shared with the Board that the Office of State Auditor completed the bi-annual Financial Statement Audit Report for the year ended June 30, 2021, and our report was issued on March 23, 2022. The report indicates there were no internal control material weaknesses or significant deficiencies, and no instances of noncompliance and other matters.

Liaisons:

CE, EWD – No report.

Board of Education: No report.

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

- The BCC-OWA advisory committee has selected some amazing shows for the 2022-23 season.
 - The Return: Beatles Tribute October 8, 2022
 - Forever Motown – So Good For the Soul October 18, 2022
 - Petty Fever: Tom Petty Tribute November 8, 2022
 - “What A Wonderful World” Christmas Celebration w/ Louis Armstrong & Ella Fitzgerald December 9, 2022
 - Face 2 Face: Tribute to Billy Joel and Elton John January 20, 2023
 - Hotel California – The Original Tribute to the Eagles March 7, 2023
 - Rave On! Buddy Holly Experience March 28, 2023
- May is the OWA’s busiest month with end of school concerts, local dance recitals, BCC graduation, and a regional dance competition.

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

- New scholarship established: David J. Shippey Memorial Scholarship, Calabash Elks Ladies Auxiliary Scholarship
- Reallocated approximately \$7,800 in forfeited scholarships to be used as emergency scholarship awards
- Scholarship application period will end May 31 for curriculum awards. There are currently 213 completed applications, which is a 20% increase over this time last year. Applications will be processed in June in collaboration with Student Services and awards made in July.
- On April 13, the Foundation Board's Finance Committee recommended and the Board approved the 2022-2023 spending policy adoption for endowed funds that will fund scholarships at 2.25% of the 12-quarter rolling average market value of the Foundation portfolio. This spending policy will provide \$89,079.77 of scholarships from endowed funds, which represents a 17.8% increase in distribution from the prior year.
- Recent resource development and donor relations activities include:
 - Southport Area Newcomers Club tour of BCC's Southport Center (April 27); Fins Fan Club Dolphin Rally at Founders Field (April 27); The Gilbert Foundation Scholarship presentation (April 29); 40/8 Veterans Organization scholarship presentation (May 4); Rivers Edge Veterans Association check presentation (May 5)
- At the Foundation's annual meeting and retreat in June, we will welcome four new directors: Zach Clouser, Lindsey Jenkins, Connie Johnson, and Jill Ward
- Sponsorships still available for Bella Italia 2022 through May 31st. We are currently on a waitlist for individual ticket sales – please let me know if you would like to attend!

Legislative – No report

NCACCT – Trustee Sheila Grady gave the following report:

- The 2022 NCACCT Leadership Seminar will be held September 7 to September 9 at Asheville Renaissance. Registration will be open later this summer.
- The ACCT Leadership Congress will be held October 26-29 at the New York Marriott Marquis.

Athletics – Trustee Les Tubb, stated that he received awesome feedback from the community about the baseball graduation.

President's Report:

- President Smith provided the following update along with the Human Resources report:
- President Smith presented opportunities at BCC in the City of Northwest on April 26 and to the Southport Area Newcomers Club on April 27.
- The National Technical Honor Society and Phi Theta Kappa held its induction ceremony on April 27. Each year students are recognized in these honor fraternities for outstanding scholarship at BCC.
- President Smith attended the AACC Annual Convention and served on the Commission for Small and Rural Community Colleges. The Commission discussed student housing in rural areas and the benefits of National Junior College Athletic Association programs.

- BCC awarded NC3 and OSHA credential to the welding students and shared the information and photos available on the BCC website.
- In the month of May, BCC also conducted graduation ceremonies for Culinary II, Natural Hair Care, Baseball team, and Medical Assisting pinning ceremony. We also held the BCC Graduation Ceremony to celebrate 383 graduates earning 456 degrees, diplomas, and certificates. At least 190 students participated in the ceremony.
- Vanessa Hughes received the prestigious Jack Kent Cooke Undergraduate Transfer Scholarship. Vanessa was among 100 recipients selected from more than 1,200 applicants representing 332 community colleges. The Jack Kent Cooke Foundation evaluated each submission based on students' academic ability and achievement, financial need, persistence, and leadership. The highly competitive national scholarship will provide Vanessa with up to \$55,000 a year for three years to complete her bachelor's degree.
- President Smith presented to the NCCC State Board regarding Mental Health of Community College Students. As Chair of the NCCCPA Mental Health and Safety Committee, he was invited to provide a presentation with Dr. Desmarais from Vance Granville Community College and Dr. JW Kelley from the NCCCS Office.
- BCC is currently airing a new commercial on WWAY – You Can BCC!
- President Smith discussed the upcoming schedule of the annual Board of Trustees Retreat scheduled for June 17, 2022.
- President Smith thanks the Board 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: President Smith talked about the upcoming June Retreat and topics that will be discussed.

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 Michael Norton made a motion to adjourn the meeting. Trustee Sheila Grady seconded the motion. The meeting was adjourned at 7:20 PM.

Respectfully submitted,

Dr. Gene Smith, Recording Secretary