



Brunswick Community College  
Board of Trustees Meeting  
August 18, 2022  
Minutes

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

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, August 18, 2022 at 5:47 PM.

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

Trustee Sheila Grady provided the Invocation.

Chairman Alan Holden administered the oath of office to Mrs. Susan Carroll, reappointed Trustee by the Governor’s Office, and Dr. Rick Hessman, newly appointed Trustee by the Board of Education. The oath of office was administered by Mr. Jim MacCallum, Clerk Of Superior Court, to Mr. Doug Terhune, reappointed Trustee by County Commissioners

Chairman Alan Holden announced the presence of a quorum, with 10 of the 12 Trustees in attendance.

**On a motion by Frank Iler, seconded by Myong Jensen, the Board of Trustees unanimously approved the Consent Agenda. Motion carried.**

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

- August 18, 2022 Agenda
- June 17, 2022 Minutes

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

**Academic & Student Affairs:** Sheila Grady, ASA Liaison, reported the Academic & Student Affairs Committee did not meet, so there was no report.

**Buildings & Grounds:** Michael Norton stated that the Building and Grounds Committee met on Tuesday, August 16, at 12:00 p.m. in the main campus boardroom. The Committee discussed updates and recommendations on the following:

Southport Unfinished Area – The committee recommends obtaining design/engineering proposal for knife making/metal sculpture (approx. 2000 SF) not to exceed \$15,000. **On a motion by Doug Terhune, seconded by Susan Carroll, the Board of Trustees unanimously agreed to approve up to \$15,000 to obtain a design/engineering proposal for the approximately 2000 square feet at the Southport Campus.**

Baseball Locker Rooms - Urban Design Architects are working on finalization of drawings for separate building from dugout.

Public Safety Building, Drive Pad/Burn Tower – It was recommended to proceed with NCCCS form 3-1 submissions and approvals for these two projects. The Public Safety building will be located on the old aquaculture ponds area at the BCC main campus and the Drive pad/ Burn tower located on the property potentially obtained from Brunswick County across Hwy 17, between GFL waste site and Galloway Rd. **On a motion by Doug Terhune, seconded by Myong Jensen, the Board of Trustees unanimously approved to move forward with the NCCCS form 3-1 for the Public Safety building and the drive pad/burn tower. Motion carried.**

Hwy 17 Hardscape – This project is complete. President Smith thanked Jack and the maintenance crew for all of their assistance.

Chair Holden mentioned the property on Thomasboro Road, which is currently not for sale.

**Finance Committee:** VP Sheila Galloway presented the June and July 2022 Financial Reports. **On a motion by Myong Jensen, seconded by Susan Carroll, the Board of Trustees unanimously approved the June and July 2022 Financial Reports. Motion carried.**

**Liaisons:**  
**CE, EWD:**

	Summer 2022	Summer 2021
<b>FTE Occupational Extension</b>	74	67
<b>FTE Basic Skills</b>	47	44

Total courses offered thus far this semester: 205

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

- The GEAR program ended the year with 66 high school graduates.
- The program’s performance continues to exceed the state’s standard of excellence.

**Workforce Development:**

- Electrical Line Worker course began on August 8 with seven students.

### **Emergency Services Training:**

- Fire / Rescue offered 56 courses during the summer semester.
- EMS provided 31 courses during the summer semester.

### **Community Outreach:**

- Workforce Development outreach efforts included Open House on August 4 and the Brunswick County Courthouse on 10 occasions during the month of August.
- WWAY met with the culinary program's instructor and students on August 11. The program was featured on the local evening news.
- BCC received \$5,000 for student scholarships from the government of Mexico.

### **Small Business Center:**

The Small Business Center ended the program year with:

- 89 Workshops / Events
- 889 Attendees
- 103 Clients
- 24 New Businesses Started

### **Customized Training Program:**

The program had 103 registrations during summer. Courses for manufacturing employees included:

- Fundamentals of Leadership
- CNC Programming
- Project Management
- CPR
- Accident Responders
- Yellow Belt

**Board of Education:** Ellen Milligan, Liaison reported that per Mr. Steve Barger, Brunswick County Board of Education Chairman, schools are gearing up for the start of a new year. Examples of this include: LETRS training in reading to enhance overall literacy; safety training to better prepare teachers and staff in the event of emergencies; and the potential offering of fire courses at the COAST in conjunction with Brunswick Community College.

As a follow-up to the June 2022 report, Dr. Rick Hessman has been selected to fill the Trustee vacancy created by the resignation of Mr. Bud Thorsen and will be sworn in tonight. Welcome Dr. Hessman!

**OWA** – Trustee Doug Terhune, OWA Liaison, delivered the following report:

- The season renewals began on July 1.
  - Early Bird tickets – 95 took advantage of \$10 off and a complimentary ticket.
  - Current season packages sold – 57 and they receive a complimentary ticket.
  - Current Pick 4 packages sold – 74
- All shows go on sale September 1 at 9am.
- Title Sponsorships still available. Our first one is Carolina Plantations Real Estate – Doug Terhune.

- Corporate Sponsorships also available. Currently three, Alan Holden Realty, Brunswick Electric Membership Corporation and Coastal Insurance – Scott Evans.

Odell Williamson Auditorium 2022-23 Performing Arts Subscription 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
- Superstar – Carpenters Reimagined February 16, 2023
- Hotel California – The Original Tribute to the Eagles March 7, 2023
- Rave On! Buddy Holly Experience March 28, 2023

**Foundation** – Susan Carroll, Foundation Liaison, asked Elizabeth Wassum to deliver the following report:

- New scholarship established: Dean and Iris Dull Memorial Scholarship
- Scholarship application period ended May 31 for curriculum awards. There were 290 completed applications, which is a 25% increase over last year. Applications were be processed in June in collaboration with Student Services and awarded in July.
- As of today, we have awarded over \$269,467 to approximately 178 curriculum students for the 2022-2023 academic year.
- Campus Fund Drive began this week! Our goal is 100% participation from our BCC colleagues and \$34,000 raised in donations and pledges! You are welcome to give during this time, as well!
- Over the past few weeks, the Foundation has awarded \$12,590 in Emergency Awards to 15 students with an average award amount of \$839.
- 2022-2023 Student Ambassador Team has been selected. They include 10 bright and resilient representatives of the student body. Their orientation and mentor luncheon is tomorrow... we can't wait for you to meet them at our upcoming events.
- Save the date! Donor & Scholar Luncheon – Friday, October 21, 11am-1pm
- Recent resource development and donor relations activities include:
  - Facilitated meeting with culinary management from Morrison Living and CEWD (June 15), Bella Italia 2022 (June 25), GFWC SBI check presentation (June 28), ORCA EMT Scholarship presentation (July 7), Assistance League of Greater Wilmington check presentation (July 12), Bella Cucina Restaurant owners re: scholarship (August 18)

**Legislative** – Representative Iler reported the General Assembly adjourned on July 1, after passing the 2022 budget adjustments by a strong bipartisan vote in both the House and Senate. It was good to get a 2022-2023 budget on time in July rather than the late experience in 2021-2022. NC citizens can be proud of these important investments and the fiscal restraint of our state.

**NCACCT** – Trustee Sheila Grady reported that the 2022 NCACCT Leadership Seminar will be held September 7 to September 9 at Asheville Renaissance. Registration will close August 23. The ACCT Leadership Congress will be held October 26-29 at the New York Marriott Marquis.

**Athletics** – President Smith reported that 95 student athlete physicals were given yesterday. The Student Athlete Orientation was held earlier today in the Event Center.

### **President's Report:**

- President Smith provided the Human Resources Update.
- President Smith provided the following updates:
- The Interim President of the North Carolina Community College System is Dr. Bill Carver, former president of Nash Community College and interim president of the NCCCS.
- Brunswick Community College's enrollment on the first day of classes was 1,667 with an increase of 4.0% compared to fall 2021. We have exceeded the end of fall 2021 FTE by 6 FTE on the first day of class.
- Continuing Education is trending to increase over last year with enrollment increasing every day.
- State Budget highlights include state funded employees receive 2.5% plus 1% for 3.5% salary increase for 2022-2023. BCC received \$500,000 for Workforce Development Equipment or Capital Improvements. All colleges will receive the budgets on August 19 after approval of the State Board of Trustees.
- On August 8, all employees were welcomed back to campus for Opening Day that included professional development and college updates. All employees shared breakfast and lunch with opportunities to fellowship and reconnect. We also had a professional development day on Friday where various faculty and staff provided essential training on campus safety.
- Throughout the month of July, the College held various events on campus including a BIP Cookout, BIP Carwash, Leland Open House, Main Campus Open House, and Retirement Celebration.
- BCC held a retirement celebration for all retirees from January 2022 through June 2022. Another retirement celebration is scheduled for December 2022 for those retiring from July 2022 to December 2022.
- BCC partnered with West Brunswick High School to host the 2022 Bash at the Beach Football Jamboree Breakfast. Sixteen high schools from across the state participated in the jamboree and breakfast in the BCC Fitness and Aquatics Center.
- Dr. Kevin Lee, Mr. Greg Bland, and President Smith attended the 2022 SACSCOC Summer Institute to prepare for our upcoming fifth year Report and QEP Impact Report due September 2024.
- Golden LEAF will no longer provide scholarships to Brunswick Community College due to the tier 3 designation by the North Carolina Department of Commerce. Brunswick was designated as a Tier Two County in 2022 with our economic distress ranking at #81 from #80 in 2021. This shift was due to the county's unemployment rank, which moved from #23 last year to #65 this year.

- President Smith met with Dr. Oates to discuss BCC and Brunswick County Schools opportunities with Career and College Promise (CCP) in both curriculum and workforce development. They discussed the upcoming expansion of welding and moving of Machining Technology from Leland to the main campus.
- BCC participated in the July 4 Parade in Southport. President Smith drove the BCC Enrollment and Certification Box Truck and Obbie Blanton drove the BLET Dodge Charger and Emergency Services trailer through the parade.
- BCC is beginning Super Pod Employment Recognition, a program to encourage employees to recognize each other for going above and beyond in their duties.
- The following events are scheduled for the next few weeks:
- August 13 – First Dolphin Classic Disc Golf Tournament
- August 23 - Welcome Back Bash
- August 27 - BCC 11<sup>th</sup> Annual Dolphin Athletics Golf Tournament at Ocean Ridge Plantation – Panther's Run
- September 7-9 NCACCT Meeting in Asheville, NC

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

**New Business:** Chair Holden announced the election of officers. On a motion by Doug Terhune, seconded by Sheila Grady, the Trustees unanimously approved Chair Alan Holden continue as Chair and Trustee Michael Norton continue as Vice Chair. Motion carried.

At the June meeting, President Smith talked about The Personal Observance Leave which allows eligible employees up to eight hours of fully paid leave on a single day of personal significance each calendar year. On a motion by Sheila Grady, seconded by Susan Carroll, the Trustees approved the Personal Observance Leave Policy. Motion carried.

**On a motion by Ellen Milligan, seconded by Myong Jensen, the Board unanimously moved to adjourn at 7:43 PM.**

Respectfully submitted,

Dr. Gene Smith, Recording Secretary