



Brunswick Community College  
Board of Trustees Meeting  
March 16, 2023  
Minutes

<p><b>Board Attendees:</b> Mr. Alan Holden, Chair Mrs. Susan Carroll Mr. Scott Evans Ms. Sheila Grady</p>	<p>Dr. Rick Hessman Zack Hewett Mrs. Myong Jensen Mr. Doug Terhune (virtual)</p>	<p><b>Absent:</b> Rep. Frank Iler Mr. Ronnie Jenkins Mr. Michael Norton Mr. Les Tubb</p>
<p><b>Others in Attendance:</b> Recording Secretary, Dr. Gene Smith; VP Greg Bland; Dr. Kevin Lee; VP Bill Allen; VP Dr. Denise Houchen-Clagett; Julia Stuart; Teresa Nelson; Jack Luciano; Robbie Allen; Latoya Young; Cindy Sterling</p>		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, March 16, 2023 at 5:40 PM.

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

Trustee Susan Carroll provided the Invocation.

Chairman Alan Holden announced the presence of a quorum, with 8 of the 12 Trustees in attendance.

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

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

- March 16, 2023 Agenda
- February 16, 2023 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 in March.

**Buildings & Grounds:** Jack Luciano stated that the Buildings and Grounds Committee met Wednesday, March 15, at 12:00 p.m. in the main campus boardroom. The Committee discussed updates and recommendations on the following:

- **Building E Roof-** 98% complete. Manufacturer final inspection scheduled for March 16.
- **Public Safety Building-** The signed agreement has been sent to Sawyer Sherwood & Associate Architecture for the advanced planning stage of design.
- **Myong & Paul Jensen Workforce Development Center** – Renovation proposals pending for HVAC class relocation from McLamb building.
- **McLamb Building-** Requisition pending for electrical engineer drawings for Leland machine shop relocation.
- **Fire Tower / Drive Pad-** Alternate parcel from County being reviewed by staff
- **Southport-** Feasibility study for unfinished space due March 31.
- **Baseball Field-** Jack asked the board to consider an agreement with Surf and Turf Collegiate baseball team to install perimeter fencing, press box, and improved lighting in exchange for use of BCC’s baseball field during summer months. It is a ten year contract, with a \$100, 000 value. **Doug Terhune made a motion to recommend accepting the agreement with Surf and Turf Collegiate baseball team pursuant to complying with any state regulations. Scott Evans seconded the motion. The motion carried.**

**Finance Committee:** VP Bill Allen presented the February 2023 Financial Report. **Trustee Myong Jensen made a motion to approve the February 2023 Financial Report. Trustee Susan Carroll seconded the motion. The motion carried.**

VP Allen asked the board to consider a recommendation from the Investment Committee to transfer the State Capital and Infrastructure Funds (SCIF), into a higher interest-bearing account with First Citizens Bank for a one-year investment. **Myong Jensen made a motion on behalf of the Investment Committee for the board’s approval to transfer the State Capital and Infrastructure Funds (SCIF), designated for the construction of the Public Safety Building, into a higher interest-bearing account with First Citizens Bank for a one-year investment. Zack Hewett seconded the motion. Motion carried.**

**Liaisons:**

**CE, EWD:** VP Greg Bland presented the following report:

	<b>Spring 2023</b>	<b>Spring 2022</b>
<b>FTE Occupational Extension</b>	174	160
<b>FTE Basic Skills</b>	47	44

FTE will continue to increase during the next seven weeks. Total courses offered thus far this semester: 341

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

- The GEAR program currently has 42 graduates.
- The testing center renovations are complete. GED® exams are offered on Mondays, Tuesdays, and Fridays.
- Testing at the Detention Center occurs on Thursdays.

**Workforce Development:**

- 51 students enrolled in notary
- 71 students enrolled in vehicle inspections
- 16 students enrolled in general contractor preparation
- 10 students enrolled in fork-lift safety

**Emergency Services Training:**

- Fire / Rescue has offered 79 courses this semester.
- On March 3, BCC hosted the **North Carolina Office of Emergency Medical Services' Paramedic Competition.**
  - This was a first for BCC. Eventually, the 28 teams will be narrowed to six finalists.
  - The championship will be held in Greensboro on April 30. Teams are graded on performance, professionalism, interaction and appearance. Our EMS director served as a judge. BCC is preparing to be a competition site again next year. The competition brought visiting paramedics and state officials to our campus. The visiting judges and team members were impressed with our campus and our staff.

**Community Outreach:**

- BCC's Job Fair is scheduled for April 20 at the Dinah Gore Sports & Aquatics Complex. This event will include Veteran services, workshops for the justice involved, resume creation, and more.

**Customized Training Program:**

- The program has 141 registrations this semester with 22 courses offered.

**Board of Education:** Dr. Rick Hessman, Liaison, stated there was nothing to report.

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

- The Hotel California Original Eagles Tribute was a sold out show! The first season show to sell out.
- Season finale is Tuesday, March 28 – Rave On! Buddy Holly Experience. Our 30<sup>th</sup> season, the 2023-24 performing arts subscription season will be announced on March 28 preshow.
- Dance competition season is in full swing.
- Starbright Youth Theatre presents Matilda Jr this weekend with local children/youth. They also presented a Broadway Musical Revue featuring teens from our county March 3 and 4.
- The Sea Notes Choral Society's spring concert is next weekend, March 25 and 26 at 3pm.
- The Brunswick County School event for this month is tonight - Arts Alive and then All-County Band concert on April 4.

**Foundation** – Susan Carroll, Foundation Liaison, and Teresa Nelson, Executive Director, presented the following report:

- Scholarship applications opened March 1. We currently have 111 students who have applied and 65 completed applications as of March 16. This will close on May 3.
- In the last month the Foundation awarded one emergency scholarship for a nursing student in the amount of \$328.
- Donor Scholar luncheon was March 10 in the Event Center and there were 115 in attendance.
- Bryant Scholarship luncheon will be held March 31 in the Executive Boardroom.
- MOU meeting for the Brunswick Guarantee Scholarship will be held on April 3.
- CHAV Committee to honor American Veterans luncheon in Southport on April 14.
- Sean for LOC Investment Advisors will be on campus May 18 to meet with the Foundation Finance Committee.

**Legislative** – No report.

**NCACCT** – Sheila Grady reminded everyone who registered that the 2023 NCACCT Law-Legislative Seminar will be held on Wednesday, March 29 – Friday, March 31 in Raleigh at the Marriott City Center.

Ms. Grady also shared an email that ACCT Announces Partnership with Head Start to Tackle Child Care Challenges at Community Colleges. She asked Cindy to forward the entire article to the board.

**Athletics** – President Smith said baseball and softball games are under way. The game schedules are available online.

**President’s Report:**

Latoya Young, Director of Human Resources, provided the Human Resources Update.

President Smith provided the following updates:

- Greg Bland, VP of Continuing Education, Economic and Workforce Development and his leadership team met the class visitation requirements as outlined in the College’s visitation policy for fall 2022. During the semester, 148 occupational / literacy courses were eligible for visitation. The policy requires 83 course visits. The leadership team visited 103 courses from August 15 through December 31, 2022.
- President Smith attended the NCCCS State Board meeting on February 17.
- President Smith attended the NCCCS President and North Carolina Superintendents Convening in Greensboro, NC on March 2 and 3.
- President Smith presented the dual enrollment opportunities to the Brunswick County School Board on March 7 and will meet with Superintendent Tubb, BCS Board members, Dr. Lee, and VP Greg Bland to further discuss opportunities between our public high schools, the COAST, and BCC.
- President Smith, Dave Sorenson, Dr. Houchen-Claggett, Dr. Lee, and Julia Stuart attended the NCCCS Cybersecurity Tabletop Exercise on March 13.
- BCC leadership met with Sawyer Sherwood and Associate Architecture on March 15 regarding the Advanced Planning Phase of the Public Safety Building design.

- President Smith is scheduled to meet with County Manager Steve Stone regarding BCC's County Budget request on March 18. The County Budget will be presented to the Board of Trustees at the April meeting.
- In partnership with NC Works, BCC is hosting a Job Fair on April 20, 2023. We currently have 12 businesses in the areas of construction, food service, healthcare, hospitality, insurance, landscaping, manufacturing, plumbing, retail, and more.
- The Horticulture and Turfgrass Management Annual Plant Sale is scheduled for April 14 and 15.
- Dr. Smith reminded the Board of Trustees about Community College Day in Raleigh on March 29 and several are planning to attend the NCCCAT Law Seminar on March 29-31.
- Upcoming Events:
  - Student Awards Ceremony April 18
  - BIP Dance April 21
  - BLET Graduation April 27
  - Retirement Celebration May 2
  - ADN, LPN, MA Pinning Ceremony May 11
  - Graduation May 12 (3:00p.m.)
  - BOT Retreat June 16

President Smith thanked the Board of Trustees for their continued 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 to come before the board, and there was none.

**On a motion by Dr. Rick Hessman, seconded by Sheila Grady, the Board unanimously moved to adjourn at 6:23 PM.**

Respectfully submitted,

Dr. Gene Smith, Recording Secretary