



Brunswick Community College
Board of Trustees Meeting
April 20, 2023
Minutes

<p>Board Attendees: Mr. Alan Holden, Chair Mrs. Susan Carroll (virtual) Mr. Scott Evans Ms. Sheila Grady Dr. Rick Hessman</p>	<p>Zack Hewett Rep. Frank Iler Mr. Ronnie Jenkins Mrs. Myong Jensen Mr. Doug Terhune Mr. Les Tubb</p>	<p>Absent: Mr. Michael Norton</p>
<p>Others in Attendance: 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; Latoya Young; Jen Wisely, NCSU Executive Mentorship; Leslie Williams, community member; Brian Flattery, Media; Michael Paul, Media; Cindy Sterling</p>		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Thursday, April 20, 2023 at 5:34 PM.

Ms. Cindy Sterling read the Ethics Statement. Chair Holden asked if anyone had conflicts. Les Tubb spoke up, and stated since in his current role as Interim Superintendent of the Brunswick County Schools, he will refrain from voting, so that there are no conflicts of interest.

Trustee Ronnie Jenkins provided the Invocation.

Chairman Alan Holden announced the presence of a quorum, with 11 of the 12 Trustees in attendance.

On a motion by Rep. 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:

- April 20, 2023 Agenda
- March 16, 2023 Minutes
- Dental Assisting Diploma Program

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 April. The committee did act on the Dental Assisting Diploma program by electronic voting, which was just approved it on the consent agenda.

Building & Grounds: Jack Luciano stated that the Buildings and Grounds Committee met Tuesday, April 18 at 12:00 p.m. in the main campus boardroom. The Committee discussed updates and recommendations on the following:

Southport Unfinished Space- Feasibility study complete for knife making/metal sculpture. Estimated renovation cost \$ 996,469. College exploring other opportunities.

- 3-1 Project Approvals- The Building and grounds committee is seeking board approval of state funds for Workforce Development Center HVAC shop \$31,846.73 and building A, room 222 Career Center in the amount of \$19,034.34. **Doug Terhune made a motion to recommend approving state funds for Workforce Development Center HVAC shop \$ 31,846.73 and building A, room 222 Career Center in the amount of \$19,034.34. Sheila Grady seconded the motion. The motion carried.**
- McLamb Building- Electrical upgrade drawings pending for Leland machine shop relocation.
- Fire Tower/Drive Pad-Confirmed 10.4 acre site selection offered by County. Proceeding with obtaining MOU, splitting parcel, survey, environmental study.
- Supply Baptist Church- Church representatives have expressed interest in purchasing BETC for expansion of their Foster Closet Ministry Program. We will be asking them for commercial property appraisal and an offer for BCC to consider.

Finance Committee: VP Bill Allen presented the March 2023 Financial Report. **Trustee Dr. Rick Hessman made a motion to approve the March 2023 Financial Report. Trustee Myong Jensen seconded the motion. The motion carried.**

Myong Jensen, Chair of the Finance Committee, made a motion that the 2023-2024 county budget request is \$5,165,700. The Finance Committee recommends the 2023-2024 county budget request be approved as presented. Zack Hewett seconded the motion. The motion was passed unanimously.

Liaisons:

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

	Spring 2023	Spring 2022
FTE Occupational Extension	190	160
FTE Basic Skills	54	44

FTE will continue to increase during the next four weeks
Total Continuing Education courses offered this semester: 402

Recent Grant Submissions:

- WIOA Title I Grant Funding : \$590,000
 - Lowe's Home Improvement Foundation: \$174,000
- Announcement on April 24th
 Announcement - Four to six weeks

Special Events:

The Electrical Line Worker graduation occurred on March 31. This was the fourth cohort that completed our ten week program. Seven of nine students have confirmed employment offers. Each student earned 13 workforce credentials during the 10 week period.

Credentials:

- NC 811 Pipes Plus
- OSHA 10
- Flagger
- CPR, First Aid, AED
- Pole Top Rescue / Bucket Rescue
- Pole Top Wood Climbing
- Fork Lift Operation
- Competent Person Trenching
- Greenlee 3-Phase Sequencing
- Greenlee Branch Series Termination
- Greenlee Service Level Termination
- 3M Head, Face, Eyes, Hearing, Respiratory
- NC Commerce / NCCCS Pre- Apprenticeship

Our recent Beauty & Wellness graduation celebrated the success of 19 students from two program areas (Massage & Esthetics). This occurred on April 14th at the Virginia Williamson Event Center. The room was full of proud families.

Community Outreach

The BCC Job Fair occurred today (April 20th) at the Dinah Gore Sports & Aquatics Complex. The event brought 73 employers and 175 job seekers to our campus.

Customized Training Program:

The College has offered 24 customized classes to business and industry this semester. The program has obtained 199 registrations since January. This is an all-time high for customized training. Existing employees are taking advantage of training, credentialing, and advancement. We now have three state approved customized projects with special funding.

Board of Education: Les Tubb, Interim Superintendent, provided the following report:
 CTE – Learning that works for North Carolina.

Career Technical Education
 For students planning to obtain a 2-year technical degree, diploma and/or certificate

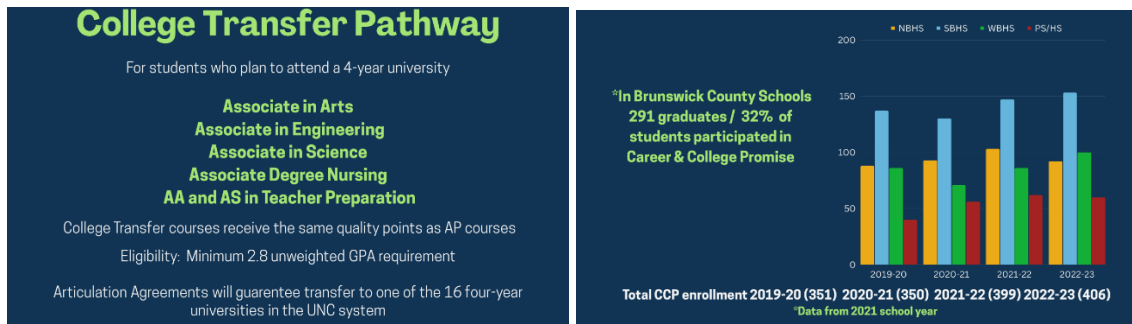
Accounting and Finance (C)	Criminal Justice Technology (C, D)	Health Information Technology (C)	IT - Simulation and Game Development (C)	Landscape Design Management (C)	Welding Technology (C, D)
Business Administration (C, D)	Early Childhood Education* (C,D)	Horticulture Technology (C, D)	IT - Information Systems (D)	Landscape Design Construction (C)	
Cosmetology* (C)	Health and Fitness Science (C)	IT - Computer Programming (D)	IT - Web Development (C)	Turfgrass Management (C, D)	

CTE courses receive the same quality points as honors classes
 Students must have a 2.8 unweighted GPA to be on diploma pathway

Continuing Education & Workforce Development
 For students who plan to pursue a diploma and/or certificate or state/industry-recognized credential

Eligibility:
 11th or 12th grade students
 Cumulative unweighted GPA of 2.8 of higher OR recommendation from high school principal/designee

EMS, Firefighter Technology, HVAC, Pharmacy Tech, Masonry



New COAST CTE Courses for the 23-24 SY

- Teaching as a Profession
- Public Safety I and II
- Drones

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

- Season finale was Tuesday, March 28 – Rave On! Buddy Holly Experience.
- Our 30th season, the 2023-24 performing arts subscription season was announced preshow on March 28.
- The 2023 – 24 Performing Arts Subscription Season is:
 - DSB – Journey Tribute – Oct 19, 2023
 - Who’s Bad – The Michael Jackson Ultimate Experience – Nov 3, 2023
 - Rocky Mountain Christmas - John Denver Tribute – Dec 15, 2023
 - Hollywood Nights – Bob Seger Experience – Jan 6, 2024
 - Simply Queen – Jan 20, 2024
 - Creedence Revelation – CCR Tribute – Feb 15, 2024
 - Supreme Reflections – Diana Ross & The Supremes Tribute – Feb 29, 2024
 - CASHBACK – Johnny & June Carter Cash – Mar 14, 2024
- Dance competition season is still in full swing.
- BCC Student Recognition Ceremony was held at OWA on April 18. A good crowd was in attendance to support the students.
- Graduation preparation is in full gear for the May 12 big event.

Foundation – Teresa Nelson, Executive Director, presented the following report:

- Scholarship application period opened March 1, 2023. 196 students have applied and 123 completed as of April 18. The last day to apply is May 31.
- Recent resource development and donor relations activities include:
 - Meeting with donor for planned giving signed document on April 5 for \$300,000 for nursing scholarships
 - Seaside United Methodist Church donated \$2800

- Presentations
 - Assistance League of Greater Wilmington April 4, 2023
 - Committee to Honor America's Veterans gave \$2,200 April 14, 2023
 - Kiwanis of Southport gave \$4000 for Scholarships and \$1000 for PAVE program Partnership for American Veterans Employment work study for veterans on April 20, 2023

Legislative – Representative Iler reported the long session is January to July 4. In February-March, a two year budget was sent from the House of Representatives, to the Senate for approval on April 6.

NCACCT – Sheila Grady shared an email that the NC House approves budget, and then sent it to the Senate to approve.

Ms. Grady also shared an email from ACCT that they are looking for colleges to submit a proposal to present a session at this year's ACCT Leadership Congress. This email was forwarded to the Trustees.

Athletics – President Smith said the softball team is currently in 8th place, out of 12 for the season. They are poised to play in the tournament. Baseball has a current record of 22 wins and 13 losses. Men's and women's basketball coaches are currently recruiting, and signing athletes for full scholarships.

President's Report:

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

President Smith provided the following updates:

- On March 29, a delegation of Board Members and faculty visited with Representative Frank Iler, Representative Charlie Miller, and Senator Bill Rabon of the North Carolina General Assembly to discuss the NCCCS Legislative Agenda of increasing salaries and funding community colleges FTE formula at a higher rate. We also discussed other needs specifically for Brunswick Community College.
- President Smith, Vice President Greg Bland, and Vice President Dr. Kevin Lee presented the dual enrollment opportunities to the Brunswick County School Board regarding opportunities between our public high schools, the COAST, and BCC.
- In partnership with NC Works, BCC hosted the BCC Job Fair on April 20, 2023. We had over 75 businesses in the areas of construction, food service, healthcare, hospitality, insurance, landscaping, manufacturing, plumbing, retail, and more.
- BCC was recently selected by the John M Belk Endowment to join Cohort 3 of NC Reconnect. This program is designed to reconnect with adult learners age 25-44 in our service area that may have started college but not completed a certification, certificate, diploma, or degree. The marketing campaign kick-off with additional social media and other advertisements to recruit adult learners to BCC is scheduled for May. In addition, we have received a grant valued at \$75,000 to support this initiative.
- The Horticulture and Turfgrass Management Annual Plant Sale was a huge success raising over \$9,500.
- BIP Dance is scheduled for April 22. The BIP Plant Sale is scheduled for April 28.

- WIOA Title I (Workforce Innovation Opportunities Act) - Brunswick Community College submitted a grant proposal to the Cape Fear Workforce Development Board on February 28. This grant proposal described our strategy for administering funds to students and job seekers during program year 2023-2024. The Cape Fear Workforce Development Board of Directors met yesterday to award WIOA Title I contract funding for the 2023-2024 program year. Brunswick Community College was awarded \$590,000 to administer services. Felicia Elkins serves the WIOA Title I Coordinator. She was instrumental in this award.
- President Smith discussed the Disaster Training Response Exercise and the Dive In Video for the Small Business Center.
- The following event dates were provided:
 - 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 the board to consider canceling the May board meeting. There was no opposition, so the meeting will be canceled.

Any other business to come before the Board: Chair Holden asked if there was any other business to come before the board, and Lena Devlin, SGA President thanked the board for their support to all the students. Since the May meeting is canceled, this will be her last meeting before graduation.

On a motion by Ronnie Jenkins, seconded by Myong Jensen, the Board unanimously moved to adjourn at 7:07 PM.

Respectfully submitted,

Dr. Gene Smith, Recording Secretary