# FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

**MINUTES OF THE BOARD OF TRUSTEES**

**February 17, 2020**

Held at the Tony Rand Student Center Board Room.

**Members Attending**

Mr. Ronald C. Crosby, Jr., Dr. Dallas M. Freeman, Mr. Charles Harrell, Mr. William Hedgepeth, Mrs. Delores P. Ingram, Mr. Charles E. Koonce, Dr. Linwood Powell, Mrs. Suzannah Tucker, Mr. David R. Williford, and Mr. Jesse Watts.

**Members Absent**

Dr. Dana Haithcock, Mr. Chandan Y. Shankar, and Mr. William Wellons Jr.

**FTCC Personnel Present**

President J. Larry Keen, Board Attorney and Vice President for Legal Services and Risk Management David Sullivan, Senior Vice President for Academic and Student Services Mark Sorrells, Senior Vice President for Business and Finance Robin Deaver, Vice President for Administrative Services Joe Levister, Vice President for Human Resources and Institutional Effectiveness Carl Mitchell, Executive Director of Marketing and Public Relations Catherine Pritchard, Interim Executive Director for the Foundation Lauren Arp, Executive Assistant to the President Kay Williams, Associate Vice President for Student Services Rosemary Kelly, Athletics Director Mike Neal, Baseball Coach Billy Gaskins, Stadium Events Coordinator Steve Driggers, Information Technology Department Chair Anthony Cameron, and Audio Visual Technician Justin Longley.

**Call to Order Dr. Linwood Powell, Board Chair**

**Ethics Awareness and Conflict of Interest Statement Dr. Powell**

Dr. Powell read the Ethics Awareness and Conflict of Interest Reminder. No Conflict of Interest was identified.

**Focus: Mrs. Catherine Pritchard**

**Grand Re-Opening of J.P. Riddle Stadium/Trojan Field**

The Grand Reopening for the J.P. Riddle Stadium/Trojan Field is scheduled for Saturday, February 29, 2020. The gates open at 2:00 p.m. The event will be admission free with a baseball doubleheader.

The event will offer food, fun and games/activities for children. FTCC academic areas will be represented to share FTCC information.

The marching band from Douglas Byrd High School will perform. The first pitch will be thrown by Joe Riddle, III.

**Approval of Minutes of January 21, 2020 Meeting Dr. Powell**

Mr. Hedgepeth moved to approve the January 21, 2020 minutes. The motion was seconded by Dr. Freeman and unanimously approved by the Board.

**COMMITTEE REPORTS**

**Building and Grounds Committee** The Building and Grounds Committee met at 10:34 a.m. prior to this meeting.

Mr. Harrell reported.

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**Update on the MCNC Cybersecurity Program Review (Information Only)**

* MCNC Security Advisory Consulting conducted a Cybersecurity Program Review for Fayetteville Technical Community College during the month of November 2019.
* Their report was received January 24, 2020.
* Recommendations received.
* Fifteen Essential Protection recommendations
* Seven Long-Term Optimization recommendations
* An Action Plan was established January 31, 2020.

**Finance Committee** The Finance Committee met at 10:40 a.m. prior to this meeting.

Mr. Williford reported.

**FTCC Financial Statement Audit Report for Fiscal Year Ended June 30, 2019 (Information Only)**

The Financial Statement Audit Report for the year ended June 30, 2019 was presented to the Board. The results disclosed no deficiencies in internal control over financial reporting that were considered to be material weaknesses in relation to audit scope or any instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

**FTCC Financial Aid Audit Management Letter for Fiscal Year Ended June 30, 2019 (Information Only)**

A copy of the Financial Aid Audit Management Letter for fiscal year ended June 30, 2019 was presented to the Board. The letter was positive with no deficiencies during audit.

**Biannual Pension Spiking Report (Information Only)**

The report is based on contribution-based benefit cap. The college has three employees that are listed on the report. They were flagged due to a promotion with increase in salary and additional instructional contracts. The employees and contributions are regularly checked by the college.

**Approval of Request for Additional $40,500 in Scholarship Funds Previously Approved in May 2019 for use in Current Fiscal Year**

On recommendation of the Finance Committee, Mr. Williford moved to approve the request for additional $40,500 in Scholarship Funds previously approved in May 2019 for use in current fiscal year. The motion was seconded by Mrs. Tucker and unanimously approved by the Board.

**Human Resources Committee** The Human Resources Committee met at 11:37 a.m. prior to this meeting.

Mr. Crosby reported.

**Distribution of 2020 Honorary Trustee Award Nomination Fill-in Forms (Information Only)**

The following is provided as process/background information:

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* Copy of the nomination procedure approved by the Board of Trustees on December 12, 2005 and a copy of the fill-in nomination form. Per request, Kay Williams will email an electronic nomination fill-in form following today’s meeting.

* Nominations may be returned at the March 16, 2020 Board of Trustees meeting or submitted in advance to either Carl Mitchell or Kay Williams any time prior to the next Board meeting.
* History of Program: The program began in 2003 with the following persons selected:
	+ Senator Tony Rand was nominated and selected in 2003.
	+ Dr. Dallas Herring was nominated and selected in 2005.
	+ Mrs. Helen E. Batten was nominated and selected in 2007.
	+ Mr. Thornton W. Rose was nominated and selected in 2010.
	+ Senator Lura Tally was nominated and selected in 2011.
	+ Mr. Thomas R. McLean was nominated and selected in 2016.
	+ Dr. Jeannette M. Council was nominated and selected in 2018.
	+ Mr. Glenn Adams was nominated and selected in 2019.

*Note: There were no Honorary Trustee award approvals in 2004, 2006, 2008, 2009, 2012, 2013, 2014, 2015, or 2017.*

The Board will close nominations in March and vote in April.

**2020 Holiday Schedule (Information Only)**

This schedule provides twelve holidays allowed by the State Human Resources Commission.

**Advanced Notification of the Annual Evaluation of President J. Larry Keen (Information Only)**

The President’s annual evaluation is scheduled to be completed during the March 16, 2020 Board of Trustees Meeting.

**Planning Committee** The Planning Committee met at 11:18 a.m. prior to this meeting.

Mr. Crosby reported.

**Review of the FTCC Mission Statement, Purpose Statement, Institutional Goals, General Education Core Competencies, and 2020 Planning Assumptions (Information Only)**

* Recommended review period is February 17, 2020 to March 2, 2020.
* Should you have suggestions, comments, or recommended changes, please send those changes to either Kay Williams or Carl Mitchell by March 2, 2020.
* These planning documents will be returned for approval consideration at the March 16, 2020 Board of Trustees meeting.

**Program Committee** The Program Committee met at 11:20 a.m. prior to this meeting.

Mr. Koonce reported.

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**Approval to Submit to the North Carolina Community College System Office (NCCCS) Fayetteville Technical Community College’s (FTCC) Curriculum Program Application for the Medical Laboratory Technology (A45420)**

* On September 16, 2019, the FTCC Board of Trustees voted to approve a request from the division of Health Programs to conduct a needs assessment for a new associate degree program in Medical Laboratory Technology.
* The Medical Laboratory Technology degree will train students to become licensed Medical Laboratory Technologists. Based on data from the FTCC Economic Overview and Program Demand Gap Analysis (prepared by EMSI), “Clinical Laboratory Technologists & Technicians” have approximately 78 annual job openings with median hourly wage of $22.97. The ten-year growth rate is projected to be more than 7% (p. 66). The U.S. Bureau of Labor Statistics lists the 2018 median pay as $52,330 ($25.16 per hour) and predicts a 13% (faster than average) job outlook for 2016-2026.
* Cape Fear Valley Health System (CFVHS) contacted the college about starting a program to address workforce needs in their service area. CFVHS completed an internal and external needs assessment of area healthcare agency employment needs which indicated 10 open positions by CFVHS annually and a total of 55 technologists per year needed by external providers.
* Of the fourteen colleges college that offer the program, thirteen responded to the impact assessment inquiry. There were 11 colleges who responded “yes, I agree with the impact statement,” and 2 responded “no, I do not agree with the impact statement; however, I am supportive of the college applying for the program (Wayne and Sandhills). The primary concern is over clinical placements and a potential effect on enrollment.
* FTCC plans to apply to the NCCCS for approval to begin the program in the Fall of 2021.
* Due to the program being a stand-alone associate degree, a 3-year accountability report is required by the NCCCS from FTCC after program implementation. The report must include information on enrollment, program completers, employment, licensure/accreditation, and other relevant information.

On recommendation of the Program Committee, Mr. Koonce moved to approve submitting to the North Carolina Community College System Office (NCCCS) Fayetteville Technical Community College’s (FTCC) Curriculum Program Application for the Medical Laboratory Technology (A45420). The motion was seconded by Dr. Freeman and unanimously approved by the Board.

**Success Stories (Information Only)**

* **Faculty Recognition – Anthony Cameron**, Computer Programming & Development Chair has been awarded the **2020 Dale P. Parnell Distinction Recognition** by the American Association of Community Colleges. This prestigious award, named after the former AACC President and CEO Dale P. Parnell, was established to recognize individuals who are making a difference in the classroom. This is a great honor for a deserving individual.
* **Student Recognition – Briana Haynes,** a student in the Associate of Science program, has been selected to attend the NASA Community College Aerospace Scholars (NCAS) Onsite Experience at Wallops Flight Facility in Virginia, March 2-6, 2020. Ms. Haynes is one of 524 community college students chosen from across the U.S. to take part in the NCAS. Currently Briana needs only 15 hours to graduate from FTCC.

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* To be eligible for the NCAS, Haynes completed a five-week online course which will culminate with the onsite event at the NASA facility to learn about careers in science and engineering. During the NASA experience, students will work in teams to establish fictional companies interested in exploring Mars. Each team will design, develop, and test a prototype rover, create an organizational structure for the company, manage a budget, and produce a marketing and outreach strategy. The NASA Community College Scholars project is funded by the Minority University Research and Education Program (MUREP) to engage underrepresented students in science, technology, engineering, and mathematics (STEM) in authentic learning experiences to assist with creating and maintaining a diverse workforce.

**Special Trustees’ Business/Comments Dr. Linwood Powell, Board Chair**

Upcoming: NCACCT Law and Legislative Seminar, March 18-20, 2020, Raleigh, North Carolina.

**SGA Report** **Mr. Jesse Watts, SGA President**

* The SGA hosted the Barynya Russian Dancers on January 21 with approximately 250-300 students in attendance.
* Trojan Pep Rally was held on January 29.
* SGA hosted a Valentine’s Day Event on February 12 and provided pizza, drinks, and chocolate to the students.
* The Eastern Division will meet on February 22 at Johnston Community College.

**President’s Report Dr. J. Larry Keen, President**

Next Board Meeting – Monday, March 16, 2020

Dr. Keen recognized and congratulated Mr. Anthony Cameron, Department Chair for Information Technology, on being recognized as a Dale P. Parnell Distinguished Faculty.

Cumberland County Legislative Delegation - Senator Kirk deViere, Representative Elmer Floyd, Representative William Richardson and Representative John Szoka attended the luncheon.

Dr. Keen thanked them for their support of the College and presented the 2020 Legislative Priorities for State Board of Community Colleges, NC Association of Community College Presidents, and NC Association of Community College Trustees.

**Adjournment**

Mr. Koonce moved to adjourn. The motion was seconded by Mr. Williford and unanimously approved by the Board.

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Dr. Linwood Powell, Chair

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Mrs. Delores P. Ingram, Secretary

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