

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF THE BOARD OF TRUSTEES

February 18, 2019

Held at the Tony Rand Student Center Board Room at 1:20 p.m.

Members Attending

Mr. Ronald C. Crosby, Jr., Dr. Dallas Freeman, Mr. William D. Haithcock, Mr. William Hedgepeth, Mrs. Delores P. Ingram, Mr. Charles E. Koonce, Dr. Linwood Powell, Mr. Chandan Y. Shankar, Mrs. Suzannah Tucker, Mr. Williams S. Wellons, Jr., Mr. David R. Williford, and Mr. Brian Clark.

Members Absent

Mr. Charles J. Harrell

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 Brent Michaels, Executive Director for the Foundation Lorna Ricotta, and Executive Assistant to the President Kay Williams.

Call To Order

Mr. Ronald C. Crosby, Jr., Board Chair

Ethics Awareness and Conflict of Interest Statement

Mr. Crosby

Mr. Crosby read the Ethics Awareness and Conflict of Interest Reminder. No Conflict of Interest was identified.

Approval of Minutes of January 22, 2019 Meeting

On a motion by Dr. Powell and seconded by Mr. Koonce the minutes of the January 22, 2019 meeting were unanimously approved by the Board.

COMMITTEE REPORTS

Building and Grounds Committee The Building and Grounds Committee met at 10:33 a.m. prior to this meeting.

Dr. Freeman reported.

Update on the J.P. Riddle Stadium

- The deed for this property was transferred from the County on February 4, 2019.
- The contract for Phase I Drainage Improvements was initiated with Landart Solutions (Fayetteville, NC) on February 5, 2019, with a bid of \$57,662.74.
- Phase I Drainage Improvements will include:
 - Installation of drains at the dugouts
 - Installation of drains at critical infield areas
 - Installation of drains in right field
- The grand opening of the stadium is scheduled March 9, 2019, with the first home game.

Update on the Regional Fire and Rescue Training Center

- State Board approval was received February 15 to obtain this property.
- A Phase I Environmental Site Assessment was completed January 23, 2019.
- This assessment revealed “no evidence of recognized environmental conditions, controlled recognized environmental conditions, or historical recognized environmental conditions in connection with the subject property.”
- We are waiting for the transfer of this property from the County.

Curriculum Committee The Curriculum Committee met at 10:44 a.m. prior to this meeting.

Mrs. Ingram reported.

Bellwether Finalists

- FTCC was selected to compete for the prestigious 2019 Bellwether Award at the Community College Futures Assembly that was held February 3-5 in San Antonio, Texas.
- FTCC’s two topics were selected as two of the 10 Bellwether Finalist Winners.
- In the category of Workforce Development, Dr. Marsh, Mr. Willberg and Dr. Freeman presented on the *Military and Veterans Transition Tech Program*.
- In the Planning Governance & Finance category, Dr. Kelly, Dr. Castleman and Dr. Freeman presented on *Providing Accelerated Pathways via Credit for Prior Learning*.
- Dr. Larry Keen, Dr. Dallas Freeman, Dr. Rosemary Kelly, Dr. Louanna Castleman, Dr. Jolee Marsh and Mr. Doug Willberg, Industry Partner, participated in conference sessions throughout the three-day event.

National Science Foundation – Application

- Dean Prevatte has submitted an application to the National Science Foundation requesting \$300,000 under the NSF Cyber Training Program Skill-Up to Scale-Up.
- The Computer Technologies Division of FTCC plans to partner with the National CyberWatch Center to implement a competency-based training model in Linux Server Administration.
- The CT Department currently partners with RedHat to implement an academy in open-source Linux software administration.
- Utilizing a competency-based instructional framework has the potential to reduce the cycle-time and cost for students seeking to acquire marketable credentials. A competency-based instructional framework would allow interested individuals to receive credit for skills mastered from prior employment and/or training and progress through the program based on ability to master content, not seat time.
- This could provide an additional incentive for transitioning military. The new model could enhance opportunities for exiting military personnel through the Transition Tech program.

FTCC Educational use of the J. P. Riddle Stadium

- A coordination meeting was held with all partners (FTCC, Swamp Dogs, & Freedom Christian) on January 30 to clarify existing arrangement for 2019 season regarding operations procedures.
- The Swamp Dogs will operate concessions for all events scheduled at Riddle Stadium. FTCC work study students can be hired by the Swamp Dog organization to work in concessions as paid members of the concessionaire team.

- FTCC will coordinate with Dean Tenette Prevatte (Computer/IT Department) to engage students in developing and updating video clips for display during games (FTCC publicity, team pictures, player statistics, etc.).
- Under the leadership of Dr. Rosemary Kelly, various program Deans will be developing entertainment (National Anthem, music, fun events between innings, etc.) itineraries for the FTCC games.
- Student learning opportunities will also be available to assist FTCC staff with upgrading and maintaining the facility and grounds.
- Additional opportunities exist to collaborate with Freedom Christian Academy staff to develop cross institution learning opportunities for students at both institutions.
- The men's baseball team's first home game is scheduled for Saturday, March 9, 2019, with a VIP event planned as follows:
 - Arrangements being handle by Hodges Associates, Inc.
 - Inviting 200 VIP's for special day of food, fun, swag bag, and socializing.
 - Food provided by FTCC Culinary Department.
 - Event begins at 1:00 p.m.
 - First game begins at 2:00 p.m.
 - Ms. Lorna Ricotta will sing the national anthem.
 - Dr. Larry Keen will throw out the first pitch.

Health Sciences – Surgical First Assistant Program

- An initial site visit was completed by the Accreditation Review Committee on Surgical Technology and Surgical Assisting by Dorothy Rothgery (Chair) and Rebecca Hall on January 28th and 29th.
- Initial feedback from reviewers during the exit interview was favorable with four areas that need attention. The College will receive a Findings Letter in 6-8 weeks outlining the issues identified. The College's response deadline is scheduled during the summer and final notification of accreditation is slated for the fall.
- FTCC Department of Surgical Services has an excellent relationship with area hospitals. Cape Fear Valley and Southeastern Health, two major clinical site Partners for our Surgical Technology students, have assisted Division Chair Terry Herring with developing the Surgical First Assistant (SFA) program.
- The goal for the SFA program is to achieve similar results as the Surgical Technology Program, which has maintained a 100% passing rate on the National Certification Examination.
- The Surgical Technology Advisory Board Members are very supportive of the new SFA Program. Dr. Mzingo, which was an active member of the Surgical Technology Board, is now serving as the Medical Director for our SFA Program.
- The demand for SFA positions is strong and will grow as area hospitals who utilize SFAs in the Cardiovascular Operating Room (CVOR) start to use SFAs in the main OR.
- FTCC is excited to be the first community college in NC to offer the SFA program.

RISE (Reinforced Instruction for Student Excellence)

- New placement guidelines for students will be rolled out starting in the Fall 2019 Semester.
- This will require significant shift between summer and fall registrations that affects advising. The following schedule applies:
 - Open Summer 2019 Registration – begins March 15
 - Open Fall 2019 Application Process – March 15
 - Open Fall 2019 Registration – April 5
- Gateway Math Courses affected: MAT 110, MAT 143, MAT 152, & MAT 171
- Gateway English Courses affected: ENG 110 & ENG 111
- RISE Placement Metrics
- GPA is the first placement measure
 - Within 10 years
 - US High School
 - No fourth Math requirement

(1909)

- Decision Triage
 - If HS GPA is 2.8 or higher – Gateway MAT or ENG with co-requisite.
 - HS GPA is 2.799 to 2.2 – If ACT benchmark score met, the Gateway MAT or ENG with no co-requisite or if not met Gateway MAT or ENG with Co-requisite.
 - HS GPA is below 2.2 – If ACT score is within 2 points of benchmark then Gateway MAT or ENG with co-requisite or Transition MAT and/or ENG course.

Finance Committee The Finance Committee met at 11:00 a.m. prior to this meeting.

Mr. Williford reported.

Biannual Pension Spiking Report (Information only)

The report is based on contribution-based benefit cap. The college has four employees that were 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 NCCCS 3-1 Capital Improvement Project Approval, Project 2472, Multi-Building Miscellaneous Repairs – Hurricane

Due to Hurricane Florence, the college has several buildings with miscellaneous repair needs. The total estimated cost of the project is \$26,445.

On recommendation of the Finance Committee Mr. Williford moved to approve the NCCCS 3-1 Capital Improvement Project Approval, Project 2472, Multi-Building Miscellaneous Repairs – Hurricane. The motion was seconded by Dr. Freeman and unanimously approved by the Board.

Approval of Performance Based Bonus

State law 2018-5 allows colleges to use performance-based funds for the purpose of providing a one-time performance based bonus to employees. These bonuses are not subject to retirement. Dr. Keen plans to provide a performance based bonus to members of the College's SACS Accreditation Committee, in recognition of their extensive work performed on behalf of the College for the purpose of reaccreditation. The amounts awarded will be a flat dollar amount, determined by Dr. Keen, based on their role on the SACS Committee. While Dr. Keen serves in a support role on the SACS Committee, he specifically directed Business and Finance personnel not to include him in the calculations for the performance bonus related to SACS. Dr. Keen also plans to award a performance bonus to full-time employees who received an "exceeds expectations" rating on their annual performance evaluation. Dr. Keen's recommendation for this group of performance bonus recipients is a bonus equal to 5% of their base salary. Dr. Keen is included in this group of performance bonus recipients. It is possible for an employee to receive a performance bonus for their work on the SACS Committee and their annual performance evaluation. The bonus will be paid in the March 2019 payroll.

On recommendation of the Finance Committee, Mr. Williford moved to approve the Performance Based Bonus. The motion was seconded by Dr. Powell and unanimously approved by the Board.

Human Resources Committee The Human Resources Committee met at 11:25 a.m. prior to this meeting.

Dr. Powell reported.

Distribution of 2019 Honorary Trustee Award Nomination Fill-in Forms (Information only)

The following is provided as process/background information:

- Copy of the nomination procedures approved by the Board of Trustees on December 12, 2005 and a copy of the 2019 fill-in nomination form.
- Nominations may be returned at the March 2019 Board of Trustees meeting or submitted in advance to either Carl Mitchell or Kay Williams 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.

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

2019 Holiday Schedule (Information only)

A copy of the 2019 Holiday Schedule was provided to the Board. The schedule provides twelve holidays as allowed by the State Human Resources Commission and does not include recommendations for Administrative Leave Days.

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 2019 Board of Trustees Meeting.

Planning Committee The Planning Committee met at 11:30 a.m. prior to this meeting.

Mr. Williford reported.

Reaffirmation of the FTCC Purpose Statement, Mission Statement, General Education Core Competencies, and Institutional Goals.

- The planning documents were provided to the Board of Trustees, as information and review, at the January 2019 meeting.
- The Board agreed to submit changes to Kay Williams by February 4, 2019.
- There were no recommended changes submitted.

On recommendation of the Planning Committee, Mr. Williford moved to reaffirm the FTCC Purpose Statement, Mission Statement, General Education Core Competencies, and Institutional Goals. The motion was seconded by Dr. Powell and unanimously approved by the Board.

Special Trustees' Business

Mr. Ronald C. Crosby, Jr., Board Chair

2019 NCACCT Law/Legislative Seminar, Raleigh, NC, April 3-5, 2019.

SGA Report

Mr. Brian Clark, SGA President

- SGA Annual Valentine's Day activity was held on February 14. Approximately 400 students participated.
- The SGA Issues and Concerns Committee will meet with the Trojan Shoulders Support Group to discuss homeless assistance initiative.

- N4CSGA Eastern Division meeting is scheduled for February 23 at Carteret Community College. Eight members and two advisers will attend.

President's Report

Dr. J. Larry Keen, President

Next Board Meeting – Monday, March 18, 2019

Save the Date – 2019 Silent Auction, April 4 and Golf Tournament, April 5

See Written Report: Dr. Keen referred to the President's Report dated February 18, 2019.

Dr. Keen and the academic deans collaborated to select and submit names of innovative and engaging instructors for the John & Suanne Roueche Excellence Award. The Foundation has accepted and approved the following nominations:

- Dina Adams, Department Chair, Pharmacy Technology;
- Cheryl Campbell, Instructor, Business Administration/Human Resources Management;
- Anthony Cameron, Department Chair, IT/Computer Programming and Development;
- Keith Carter, Department Chair, Building Construction Technology & Carpentry;
- Marie Cash, Instructor, Mathematics;
- Daniel Pappas, Instructor, Fine Arts;
- Jeffrey Zack, Department Chair, Criminal Justice Technology.

Cheryl Campbell will represent FTCC at the conference in New York City later this month. Congratulations to these faculty members for demonstrating outstanding performance in the field of teaching.

FTCC student and baseball player Chris Zavala passed away January 29 at the age of 28 following an automobile accident. To honor Chris's life and his love for the game of baseball, his family held the funeral service at J. P. Riddle Stadium on February 5 and invited attendees to dress as if attending a baseball game.

Focus

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

Dr. Keen thanked them for their support of the College and presented the 2019 Legislative Priorities for State Board of Community Colleges, NC Association of Community College Presidents, and NC Association of Community College Trustees.

Adjournment

Mr. Crosby moved to adjourn. The motion was seconded by Dr. Powell and unanimously approved by the Board.

Mr. Ronald C. Crosby, Jr., Chair

Mrs. Delores P. Ingram, Secretary