

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF BOARD OF TRUSTEES MEETING

March 17, 2014

Held in Room 170 of the Thomas R. McLean Administration Building at 1:05 p.m.

Members Attending

Dr. Dallas M. Freeman, Mr. Charles E. Koonce, Mrs. Sheryl J. Lewis, Dr. Breeden Blackwell, Mr. Dohn B. Broadwell, Mr. Ronald C. Crosby, Jr., Mr. Charles J. Harrell, Mrs. Delores P. Ingram, Dr. Marye J. Jeffries, Mr. David McCune, Mrs. Esther R. Thompson, Mr. William S. Wellons, Jr., and Student Government President Karnella F. Fobbs.

FTCC Personnel Present

President J. Larry Keen, Senior Vice President for Academic and Student Services David Brand, Senior Vice President for Business and Finance Betty Smith, Vice President for Legal Services and Risk Management David Sullivan, Vice President for Administrative Services Joe Levister, Vice President for Technology Bob Ervin, Vice President for Human Resources/Workforce Development/Institutional Effectiveness Carl Mitchell, Executive Director of Marketing and Public Relations Brent Michaels, Executive Director of the FTCC Foundation Zanna Swann, and Administrative Assistant to the President Betty Shackelford.

Call to Order

The meeting was called to order by Board Chair Dr. Dallas Freeman.

Recognition of Guests

Dr. Freeman recognized all guests and welcomed them to the meeting. Special guests: FTCC Foundation Board Chair Doug Byrd and *The Fayetteville Observer* Reporter Catherine Pritchard.

Ethics Awareness and Conflict of Interest Statement

Dr. Freeman read the Ethics Awareness and Conflict of Interest Reminder. No conflicts of interest were identified.

February 17, 2014 Meeting

On a motion by Mrs. Lewis and seconded by Dr. Blackwell, the minutes of the February 17, 2014 meeting were unanimously approved.

FTCC Foundation Golf Invitational and Gala Mr. Doug Byrd, FTCC Foundation Board Chair, encouraged Trustees to support the FTCC Foundation and to participate in the Gala on April 29, 2014 and the Golf Tournament on April 30, 2014.

COMMITTEE REPORTS

Finance Committee The Finance Committee met at 10:30 a.m. prior to this meeting. Mr. Charles Harrell, Chairman, presented the report to the Board.

State Budget Revision Report as of February 28, 2014 Allocation carried forward from the last report was \$64,736,947.00. Total net increase to the budget is \$365,969.00 for a total allocation of \$65,102,916.00 as of February 28, 2014.

Curriculum Committee The Curriculum Committee met at 10:45 a.m. prior to this meeting. Dr. Marye J. Jeffries, Chairwoman, presented the report to the Board.

All American Veterans' Center Briefing The new All American Veterans' Center will be located on the second floor of the General Classroom Building. FTCC has approximately 2900 veterans, the largest number of veterans of all the NC Community Colleges. Services to be provided include the following:

(1643)

- New student orientation briefings.
- Certification of education benefits.
- VetSuccess coaching services provided by VA.
- Counseling referrals.
- Customized veteran tutoring.
- Peer counseling/Student Veterans Club coordination/Fundraising.
- Community service outreach with Veterans Club.
- Resume writing and dress for the interview.
- Job placement assistance (veteran specific).
- Networking devices in place/Jobs listing-full disclosure of services available.
- Small business center assistance for those wanting to start a business.
- Free classes (EMT, CNA, Phlebotomy, EKG Tech) using funds provided by the NC Back to Work Grant. (Last classes for this grant end in June.)

Building and Grounds Committee The Building and Grounds Committee met at 11:00 a.m. prior to this meeting. Mr. David McCune, Chairman, presented the report to the Board.

Update on the Student Center Renovation

- Pre-bid meeting with prequalified contractors will be held March 18, 2014.
- Project bid opening is scheduled April 3, 2014.
- Recommended contractor will be provided to the Board on April 22, 2014.

Update on Actions to Bring Closure to the Major Appliance Center

- Numerous attempts have been made to close on damages for this purchase.
- No firm offer to settle the matter has been received.
- Lawsuit has been filed.

Human Resources Committee The Human Resources Committee met at 11:35 a.m. prior to this meeting. Mr. Ronald C. Crosby, Jr., Chairman, presented the report to the Board.

Annual Evaluation of President J. Larry Keen

Mr. Crosby moved that pursuant to section 143-318.11 (a)(6) the Board of Trustees go into closed session to discuss the evaluation of FTCC President Dr. J. Larry Keen. The motion was seconded by Dr. Blackwell and unanimously approved by the Board.

CLOSED SESSION

OPEN SESSION

Mr. Crosby reported that Dr. Keen received a superior rating.

Approval of Letter to State Board of Community Colleges on Evaluation of President J. Larry Keen Dr. Blackwell moved to approve the letter to the State Board of Community Colleges on the Evaluation of FTCC President Dr. J. Larry Keen. The motion was seconded by Mr. Koonce and unanimously approved by the Board.

Honorary Trustee Award Nominations Due March 17, 2014 Mr. Crosby reported that the due date for nominations for the Honorary Trustee Award will be extended to April 22, 2014.

Special Trustees' Business

NCACCT 2014 Law/Legislative Seminar – April 9 – 11, 2014, Raleigh Marriott Crabtree Valley Hotel, Raleigh, NC

Trustee Training: The Role of Board in Student Success – April 29, 2014 at Fayetteville Technical Community College (Fayetteville Technical Community College, Sampson Community College and Robeson Community College)

Statement of Economic Interest Forms Due – April 15, 2014

President's Report

Next Board Meeting – TUESDAY, APRIL 22, 2014

See Written Report Dr. Keen referred to the President's Report dated March 17, 2014. He reported: (1) FTCC's II 8-week classes begin today. All spring classes end May 12. (2) A press conference was held on February 21 to share information about FTCC's economic impact on Cumberland County as provided through a report produced by Economic Modeling Specialists International. (3) An "Excellence in Teaching" course was offered in May 2013 to provide an orientation for new instructors at FTCC and helpful teaching tips for use in the classroom. Based on its popularity, a Web-based version of the course was launched. (4) Nominations are being received through March 19 to recognize FTCC staff and faculty for excellence in job performance. (5) FTCC Early Childhood Center Teacher Assistant, Mrs. Denise Williams Barnes, passed away on March 7. (6) Three students received \$750 scholarships from the State Employees Credit Union for the Fiber Optic Class offered through Continuing Education. (7) SkillsUSA Regional Competition was held on campus on March 7. (8) Met with Senator Wesley Meredith on March 7 to discuss the budget for FTCC and the NC Community College System. (8) Dr. Keen met with the President's Leadership Institute on March 7.

Focus: Report on Luncheon with State Legislators Dr. Keen reported that it was an excellent luncheon meeting with Senator Wesley Meredith, Representatives Marvin Lucas, Rick Glazier, Elmer Floyd and John Szoka. The College had an opportunity to thank them for all they do for Fayetteville Tech and the NCCCS. Dr. Keen presented, to the legislators, the budget needs for FTCC and the NCCCS for 2014-2015.

At the luncheon, County Manager Mr. James Martin was recognized for his leadership and assistance to FTCC and Cumberland County. Mr. Martin is retiring March 31, 2014.

Adjournment The meeting was adjourned at 2:05 p.m.

Dr. Dallas M. Freeman, Board Chair

Mrs. Sheryl J. Lewis, Secretary