

# FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF BOARD OF TRUSTEES MEETING

**October 16, 2017**

Held at the Tony Rand Student Center.

## **Members Attending**

Mr. Ronald C. Crosby Jr., Dr. Dallas Freeman, Dr. William D. Hatihcock, Mr. William Hedgepeth, Mrs. Delores P. Ingram, Dr. Marye J. Jeffries, Mr. Charles E. Koonce, Dr. Linwood Powell, Mrs. Suzannah Tucker, Mr. Williams S. Wellons, Jr., and SGA President Christopher Haywood.

## **Members Absent**

Mr. Charles J. Harrell and Mr. David R. Williford

## **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 David Brand, Senior Vice President for Business and Finance Robin Deaver, Vice President for Administrative Services Joe Levister, Vice President for Technologies Bob Ervin, 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**

## **Recognition of Guests**

**Mr. Crosby**

Mr. Crosby recognized Associate Vice President for Student Services Rosemary Kelly and Director of Student Activities Gerald Daniel.

## **Ethics Awareness and Conflict of Interest Statement**

**Mr. Crosby**

Mr. Crosby read the Ethics Awareness and Conflict of Interest Reminder. No conflicts of interest were identified.

## **Approval of Minutes of September 18, 2017 Meeting**

On a motion by Dr. Freeman and seconded by Mr. Koonce the minutes of the September 18, 2017, meeting were unanimously approved by the Board

## **Focus: Update on Student Services Activities**

Associate Vice President for Student Services Dr. Rosemary Kelly and Director of Student Activities Gerald Daniel presented a PowerPoint Presentation to the Trustees on services provided to the students.

## **Committee Reports**

**Building and Grounds Committee** The Building and Grounds Committee met at 10:35 a.m. prior to this meeting.

Dr. Freeman reported.

## **Approval of Fleming and Associates for the Design of the Health Technologies Center Roof Replacement**

- The Board approved NCCCS 3-1 form for \$452,000 for the Health Technologies Center Roof Replacement.

- This roof is approximately 33,500 square feet and was installed in 1998 with a 15-year warranty.

Upon recommendation of the Building and Grounds Committee, Dr. Freeman moved to approve Fleming and Associates as the designer for the Health Technologies Center Roof Replacement. The motion was seconded by Mr. Hedgepeth and unanimously approved by the Board.

**Update on the Law Enforcement and Emergency Management Training Center**

- Gordon Johnson Architecture (Fayetteville, NC) is the designer
- M & E Contracting, Inc. (Fayetteville, NC) is the contractor
- Notice to Proceed was June 5, 2017
- Certificate of Occupancy was received August 23, 2017
- A bid of \$223,076 was approved for construction
- Change Order four (4) was received October 2, 2017
- Renovation Cost Summary

- Design Fees	\$ 61,680.00
- Construction Bid	223,076.00
- Change Orders	<u>176,599.09</u>
- Total	\$ 461,355.09

The next Board of Trustees Meeting on November 20, 2017 will be held at the Law Enforcement and Emergency Management Training Center.

**Curriculum Committee** The Curriculum Committee met at 10:45 a.m. prior to this meeting.

Mrs. Ingram reported.

**Update on Transition Tech Programs**

Transition Tech Common Core

- Industry Focused Partnerships
- No Cost to Soldier
- Path to a New Career

## Transition Tech Pathways

<p>Telecommunications</p> <ul style="list-style-type: none"> <li>• CFOT (Certified Fiber Optic Technician)</li> <li>• 12 weeks</li> <li>• Out of pocket expense – Certification Exam - \$30.00</li> <li>• 39 or 72% Success Rate</li> </ul>	<p>CDL/Trucking</p> <ul style="list-style-type: none"> <li>• CDL Class A License</li> <li>• 10 weeks</li> <li>• HRD - No out of pocket expenses</li> <li>• 33 or 72% Success Rate</li> </ul>
<p>Collision Repair Technician</p> <ul style="list-style-type: none"> <li>• 18 weeks</li> <li>• HRD - No out of pocket expenses</li> <li>• 40 or 100% Success Rate</li> </ul>	<p>Security Specialist</p> <ul style="list-style-type: none"> <li>• 8 weeks</li> <li>• CompTIA A+, Network+ and Security+</li> <li>• HRD – No out of pocket expenses</li> <li>• 31 or 80% Success Rate</li> </ul>
<p>EMT Basic</p> <ul style="list-style-type: none"> <li>• 12 weeks</li> <li>• North Carolina State and/or National Registry Certification</li> <li>• HRD – No out of pocket expenses</li> <li>• 77 or 70% Success Rate</li> </ul>	<p>Gas Line Distribution</p> <ul style="list-style-type: none"> <li>• 12 weeks</li> <li>• Certification in industry specific equipment and OSHA Certification</li> <li>• HRD – No out of pocket expenses</li> <li>• 77 or 70% Success Rate</li> </ul>
<p>Logistics</p> <ul style="list-style-type: none"> <li>• 2 weeks</li> <li>• OSH 30, Lean Six Sigma/Yellow Belt</li> <li>• HRD – No out of pocket expenses</li> <li>• 168 or 100% Success Rate</li> </ul>	<p>Pipe Welding and Pipe Fitting</p> <ul style="list-style-type: none"> <li>• 16 weeks</li> <li>• Welding Certifications</li> <li>• HRD – No out of pocket expenses</li> <li>• 27 or 80% Success Rate</li> </ul>
<p>Solar Technician</p> <ul style="list-style-type: none"> <li>• 6 weeks</li> <li>• North American Board Certified Energy Practitioners (NABCEP) Entry Level 1 Exam</li> <li>• HRD – No out of pocket expenses</li> <li>• 45 or 98% Success Rate</li> </ul>	<p>New Opportunities in the Works</p> <ul style="list-style-type: none"> <li>• PWC</li> <li>• CAT</li> <li>• HP</li> <li>• Ford</li> </ul>

**Finance Committee** The Finance Committee met at 11:07 a.m. prior to this meeting.

Mr. Koonce reported.

**Approval of Write off of Uncollectible Accounts**

The following accounts have been referred to the appropriate collection agencies and have been returned as uncollectible. It is recommended that these accounts be written off as bad debts.

<u>Type of Accounts</u>	<u>Number of Accounts</u>	<u>Total Amount</u>
FTCC Unrestricted Loans	22	\$6,819.22
Returned Checks	1	\$196.00
Financial Aid Debt	626	\$305,648.49
Totals	649	\$312,663.71

Upon recommendation of the Finance Committee, Mr. Koonce moved to approve the write-off uncollectible accounts in the amount of \$312,663.71. The motion was seconded by Mr. Hedgepeth and unanimously approved by the Board.

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

Dr. Freeman reported.

### **Board Assessment Survey**

The Self-Assessment Survey was originally released to the Board of Trustees following their August 21, 2017 meeting. The survey included Association of Community College Trustee's (ACCT) recommendations of possible questions to consider for inclusion in FTCC's Board Self-Assessment document(s).

- At the September 18, 2017 meeting, the Board of Trustees decided to reopen the survey from September 18, 2017 to September 28, 2017 providing more time for additional survey responses.
- The tabulated survey results, inclusive of the additional survey submissions, are provided in the attached spreadsheet for further review by the Board of Trustees.
- While ACCT has recommended 30 to 40 questions, including a few open-ended questions, the actual number of questions selected for inclusion in the FTCC survey remains at the pleasure of the Board.
- The proposed annual Board Self-Assessment Survey is an evaluation of the Board as a whole and not an evaluation of individual board members.
- **Request selection of specific questions desired by the Board of Trustees.** Staff will create the self-assessment template and provide that template to the Board of Trustees at the November 2017 meeting for approval or revision, whichever is desired by the Board.

Upon recommendation of the Planning Committee, Dr. Freeman moved to approve the top 30 questions for the Board Assessment Survey. The motion was seconded by Mr. Koonce and unanimously approved by the Board.

### **Special Trustees' Business**

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

Report on the 2017 ACCT Leadership Congress, September 25-28, 2017, Las Vegas, NV.

- The Trustees discussed the need for FTCC to let others know what the college is doing and the need to nominate for awards.
- Mr. Crosby suggested an Ad Hoc Committee be formed to work on awards.

Dr. Powell made a motion to create an Ad Hoc Committee to work towards seeking recognition for the accomplishments of the college president. Mrs. Ingram seconded the motion. Mr. Koonce moved to amend the motion to seek recognition of the college, not just the president. Mrs. Tucker seconded the motion to amend. The amendment was adopted. The Board adopted the amended motion.

2018 Community College Legislative Summit, Washington, DC, February 11-14, 2018

Culinary Technology Meals for Fall Semester – October 20 and November 3 at 11:30 a.m.

**SGA Report**

**Mr. Christopher Haywood, SGA President**

- The Fall Festival will be held October 19 on the grounds of the Tony Rand Student Center and Horace Sisk from 11:30 a.m. – 2:30 p.m.
- SGA members will attend a conference in Winston Salem on October 20.

**President's Report**

**Dr. J. Larry Keen, President**

The next Board Meeting is scheduled for Monday, November 20, 2017 and will be held at the Law Enforcement and Emergency Management Training Center, Spring Lake, NC.

**Adjournment**

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

---

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

---

Mrs. Delores P. Ingram, Secretary