

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF BOARD OF TRUSTEES MEETING

November 16, 2015

Held in the Board Room of the Tony Rand Student Center at 12:34 p.m.

Members Attending

Mr. Charles E. Koonce, Dr. Dallas Freeman, Mrs. Delores P. Ingram, Dr. Marye J. Jeffries, Mrs. Sheryl J. Lewis, Mr. David McCune, Dr. Linwood Powell, Mrs. Esther R. Thompson, Mr. William S. Wellons, Jr., Mr. David R. Williford, and Student Government Association President Sherita Ashford.

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 Betty Smith, Vice President for Administrative Services Joe Levister, Vice President for Technology 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 FTCC Foundation Lorna Ricotta, and Executive Assistant to the President Kay Williams.

Members Absent

Mr. Ronald C. Crosby, Jr. and Mr. Hilton T. Hutchens, Jr.

Call to Order

The meeting was called to order by Board Chair Mr. Charles E. Koonce.

Recognition of Guests

Mr. Koonce recognized *Fayetteville Observer* Reporter Catherine Pritchard, Director of Military Programs Jason MacDonald and Transition Tech Coordinator Charlene Callahan.

Ethics Awareness and Conflict of Interest Statement

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

October 19, 2015 Meeting

On a motion by Dr. Freeman and seconded by Mr. Williford, the minutes of the October 19, 2015 Board meeting were unanimously approved.

COMMITTEE REPORTS

Building and Grounds Committee The Building and Grounds Committee met at 10:30 a.m. prior to this meeting. Mr. David McCune, Chairman, presented the Committee's report to the Board.

Approval of Lease to Cumberland County and Declaration of Property as Temporarily Unnecessary or Undesirable for College Purposes

The County requested office space for Economic Development Operations.

- Coordination identified specific office needs.
- The College will lease 1,448 gross square feet in the Center for Business and Industry Building.
- The College will lease space to the County on lease with three one-year renewal options.
- The County will reimburse the College for operational costs.

Dr. Keen stated that the Alliance and College working more closely will elevate the relationship to new heights. Mrs. Cannon stated the lease will be a great extension of the relationship. Mr. Rogerson stated FTCC is a key partner and lease will make relationship stronger.

On the recommendation of the Building and Grounds Committee, Mr. McCune moved to approve lease to Cumberland County and declaration of property as temporarily unnecessary or undesirable for college purposes. The motion was unanimously approved by the Board.

Horace Sisk Renovation (Information only)

- Renovations will be made in the following areas:
 - The rear hallway that leads to the Culinary Dining Room.
 - The men and women's restrooms off the breezeway leading to the Culinary Dining Room.
 - Exterior doors replaced and card access readers installed with automatic locking capabilities.
 - Dean and faculty offices.
- Projected cost \$400,000.
- Projected completion Summer 2016.

Curriculum Committee The Curriculum Committee met at 10:40 a.m. prior to this meeting. Dr. Dallas M. Freeman, Chairman, presented the Committee's Report to the Board.

Approval of Captive Location – C & C Outreach Services, 916 Hope Mills Road, Fayetteville, NC 28304

The NC Community College System requires approval for the courses taught in Basic Skills, Occupational Extension, Human Resources Development and Community Services when offered with controlled groups.

- Captive students are students that receive instruction as:
 1. Inmates in a NC Department of Correction Facility
 2. Inmates in a Private Correction Facility.
 3. Inmates in a Federal Correction Facility.
 4. Inmates in a Local Jail/Detention Center.
 5. Clients of Domiciliary Care Facilities.
 6. Clients of Substance Abuse Rehabilitation Center.
 7. Clients of Community Rehabilitative Facility/ADAP Center.
 8. Clients of a Nursing Facility.
 9. In-patients of a Psychiatric Hospital.
 10. Juveniles of DJJDP (committed youth).
- Each class has an outline, specific learning objectives, and an evaluation method.
- FTCC will provide ABE 2000U, Adult Basic Education at the program site.
- The proposed implementation date is January 4, 2016.
- Class meetings will be 5 times weekly with 6 hours on Monday – Thursday and 4 hours on Friday.

On the recommendation of the Curriculum Committee, Dr. Freeman moved to approve Captive Location – C & C Outreach Services, 916 Hope Mills Road, Fayetteville, NC 28304. The motion was unanimously approved by the Board.

Finance Committee The Finance Committee met at 10:45 a.m. prior to the meeting. Mr. William S. Wellons, Jr., Chairman, presented the Committee's report to the Board.

Notification of Tuition Rate Increase – effective Spring 2016. Revision to Academic Procedures Manual III-4.1 (1) Tuition, Fees, and Books

Tuition, Fees, and Books

(1) Tuition (effective Spring 2016):

- a. In-State Tuition: \$76.00 per credit hour, up to 16 hours* or;
\$1,216.00 per semester, or;
\$2,432.00 for two semesters
- b. Out-of-State Tuition: \$268.00 per credit hour, up to 16 hours* or;
\$4,288.00 per semester, or;
\$8,576.00 for two semesters

(2) Fees

- a. Certain curricula require additional costs to cover items which may include uniforms, instruments, tools, malpractice insurance, and dues to student association groups.
- b. On-campus parking is described in the Parking Regulations Bulletin. Parking stickers are issued on payment of fees at registration. STUDENTS ARE HELD RESPONSIBLE FOR ALL PARKING REGULATIONS AS STATED IN THE PARKING REGULATIONS BULLETIN.
- c. All prospective graduates will be charged a graduation fee of \$25.00 for each certificate or diploma. One exception is High School students enrolled under the Career and College Promise Program are exempt from paying a graduation fee. Adult high school graduates will be charged a fee of \$35.00 for a current diploma and a fee of \$45.00 for a back-dated diploma.
- d. Replacement of lost or stolen ID card fee of \$5.00.
- e. Continuing Education Registration Fees:

<u>Course Length</u>	<u>Registration Fee</u>
0-24 Hours	\$ 70.00
25-50 Hours	\$125.00
50+ Hours	\$180.00

Certain Continuing Education programs require specific fees to cover additional costs associated with the program.

- f. Student Activity Fee of \$14.00 per semester for Fall and Spring terms and \$10.00 for Summer term.
- g. Technology Fee of \$16.00 per semester.
- h. Campus access, parking, security (CAPS) fee of \$15 per semester.

(3) Books (Estimated): \$750 per semester

On the recommendation of the Finance Committee, Mr. Wellons moved to approve notification of tuition rate increase – effective Spring 2016 and revision to Academic Procedures Manual 111-4.1 (1). The motion was unanimously approved by the Board.

Request approval of Combined Budget (DCC 2-1 Form for Fiscal Year 2015-2016

Mr. Wellons reported the Combined Budget of \$135,892,232 (State, County and Institutional funds) is required by the NC Community College System for State Board approval.

On the recommendation of the Finance Committee, Mr. Wellons moved to approve the Combined Budget (DCC 2-1 Form for Fiscal Year 2015-2016). The motion was unanimously approved by the Board.

Approval of the Resolution of the Board of Trustees of Fayetteville Technical Community College

The Resolution of the Board of Trustees of Fayetteville Technical Community College will support the Connect NC Bond Act as it will improve the efforts of enabling the College to make necessary and needed improvements. (Attachment A)

On the recommendation of the Finance Committee, Mr. Wellons moved to approve the Resolution of the Board of Trustees of Fayetteville Technical Community College. The motion was unanimously approved by the Board.

Planning Committee The Planning Committee met at 11:15 a.m. prior to this meeting. Dr. Dallas M. Freeman, Chairman, presented the Committee's report to the Board.

Update for Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC) requirement for FTCC to submit the Fifth-Year Report and Quality Enhancement Plan Impact Report on or prior to September 15, 2016 (Information only)

- The Fifth-Year Compliance Certification listing the 18 compliance statements to be addressed by the College.
- The College is on track for a timely submission of compliance statements and QEP Impact Report.

Special Trustees' Business

The Association of Community College Trustees National Legislative Summit – February 8-11, 2016, Washington, D.C.

Next Board Meeting – Tuesday, January 16, 2016

President's Holiday Reception – Wednesday, December 16, 2015, Horace Sisk Gymnasium from 11:30 a.m. – 1:00 p.m.

See Written Report Dr. Keen referred to the President's Report dated November 16, 2015. (1) Spring classes begin January 11. (2) FTCC hosted educational health wellness sessions on November 4 and 5. Services provided included blood pressure, blood sugar, and cholesterol screenings, along with education and counseling services. (3) In conjunction with the Health and Wellness Fair, FTCC held a blood drive and a bone marrow registry drive. (4) The musical 9 to 5 is being performed by FTCC's performing arts department throughout November. (5) An event to honor veterans was held at the gazebo at 11 a.m. on November 11. (6) The Campus Fund drive for the FTCC Foundation concluded on November 13. (7) The Basic Law Enforcement Training program is holding a career day on campus today November 16 at the Spring Lake Center. (8) FTCC Culinary Arts students have been providing evening meal services during the fall semester. (9) FTCC and ECU signed an Articulation Agreement for a Bachelor of Science in University Studies.

Focus: Fayetteville Technical Community College Military Programs Update

National Recognitions

- Best for Vets – October 13, 2015
- Science, Technology, Engineering and Math (STEM) (Victory Media – Recognized in 2015 & 2016 – STEM-Jobs Approved College)
- 2016 Military Friendly School
- Waiting on one more national recognition to be released December 2015

The FTCC Commitment – Serve the active, retired, or transitioning military and their family members by providing access to academic degree, diploma, and certificate programs as well as short-term skills development training to facilitate unit readiness, career enhancement, preparation for the workforce, and personal growth.

Military-Affiliated Population

- Total Military – 56,769
- Total Affiliated Population – 263,898
- 10,000+ Service Members and Veterans call FTCC their College!

Academic Credit Articulation Methodology

- Servicemember Individual Joint Service Transcript Review
- SOC Degree Network System
- Degree or Certificate Program Approved
- Student Completes FTCC Requirements
- Student Earns Certificate or Degree
- Workforce

Transition Tech Program

Common Curricula:

- Transition Overview
- Military Credit Articulation
- HRD – Human Resources Development
- OSHA – 30 Certification
- Lean Six Sigma
- Job Interviews

Pathway Options

- CISO (CCNA)
- Telecommunication
- EMT
- Collision Estimator
- HVAC
- Solar

Adjournment The meeting was adjourned at 1:25 p.m.

Mr. Charles Koonce, Board Chair

Mr. Hilton T. Hutchens, Jr., Secretary

(ATTACHMENT A)