

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF THE BOARD OF TRUSTEES

November 19, 2018

Held at the Tony Rand Student Center Board Room at 1:09 p.m.

Members Attending

Mr. Ronald C. Crosby, Jr., Dr. Dallas Freeman, Dr. William D Haithcock, Mr. Charles J. Harrell, Mr. William Hedgepeth, II, 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.

FTCC Personnel Present

President J. Larry Keen, Board Attorney and Vice President for Legal Services and Risk Management David Sullivan, 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, Executive Assistant to the President Kay Williams, Associate Vice President for Student Services Rosemary Kelly, Associate Vice President of Corporate and Continuing Education Jolee Marsh, Associate Vice President for Academic Support DeSandra Washington, Dean of Arts and Humanities Antonio Jackson, Dean of College and Career Readiness Elmore Lowery, Coordinator for 3M Program Roderick J. Gooden, Audio Visual Technician Justin Longley, and Media Production Specialist Natasha Brown.

Guests

State Representative William O. Richardson and Dr. Mark Sorrells.

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

Swearing-In Ceremony

**The Honorable William O. Richardson
N.C. House of Representatives**

Mr. Chandan Y. Shankar – Appointed by the Governor to a Four-Year Term to Expire on June 30, 2022.

Foundation

Mrs. Lorna Ricotta, Executive Director for the Foundation

The 2018-2019 Campus Fund Drive is currently underway and will run through November 30, 2018. The Board viewed a short video about the Campus Fund Drive and donation forms were distributed.

Giving Opportunities:

- Annual Fund (Unrestricted)
- Campus Fund Drive
- Departmental & Club Funds
- Endowed Scholarships
- Restricted Scholarships

FTCC Foundation, Inc. administers 120 scholarship funds created with contributions from generous donors. We also manage 68 endowed funds, 69 restricted funds, and 29 department funds and college organizations.

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Focus – Mighty Male Mentoring Initiative

Dr. DeSandra Washington

Dr. Washington introduced the FTCC Mighty Male Mentoring staff. Dr. Antonio Jackson, Dean of Arts and Humanities, Mr. Elmore Lowery, Dean of College and Career Readiness, and Mr. Roderick Gooden, Coordinator for the 3M Program.

Dr. Washington discussed the following:

- Male Mentoring Coordinator has been hired.
- Peer Mentors have been hired.
- Office space has been provided in the TRSC.
- Collaboration with First Year Connection (FYC).
- Collaboration with College and Career Readiness.
- Activities for the year are being planned.
- Recruitment of students.
- Faculty/staff orientation.

Approval of Minutes of October 15, 2018 Meeting

On a motion by Dr. Powell and seconded by Mr. Shankar the minutes of the October 15, 2018 meeting were unanimously approved by the Board.

Committee Reports

Building and Grounds Committee The Building and Grounds Committee met at 10:30 a.m. prior to this meeting.

Dr. Freeman reported.

Approval of the Designer for the J. P. Riddle Stadium Field Drainage

- Coordination is ongoing with the County and the Swamp Dogs for the FTCC baseball team to use the J. P. Riddle Stadium.
- Season play will be February 23 – May 24, 2019.
- The playing field has drainage issues that need to be fixed.
- Gordon Rose, PLLC, (Gradient) (Fayetteville, NC) will develop a drainage plan to eliminate field drainage issues.
- Request Gordon Rose, PLLC, (Gradient) (Fayetteville, NC) be approved as the designer for the J. P. Riddle Stadium field drainage.

On recommendation of the Building Grounds Committee, Dr. Freeman moved to approve Gordon Rose, PLLC, Fayetteville, NC, as the designer for the J.P. Riddle Stadium field drainage. The motion was seconded by Mrs. Ingram and unanimously approved by the Board.

Discussion of the Acquisition of Real Property

No action was required for full Board.

Curriculum Committee The Curriculum Committee met at 11:06 a.m. prior to this meeting.

Mrs. Ingram reported.

Director of Military Programs and Director of Veterans Programs

- Introduction of Mr. Charles Bradly, new Director of Military Programs
- Introduction of Mr. Tony Murphy, new Director of Veterans Programs
- Recognition of Mr. Gerald Page, Veteran Services Assistant

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- Status of recommendations from General Turner (AT Consulting Group) for the All American Veterans Center:
 - Hiring and training of School Certifying Officials
 - Establishing Standard Operating Procedures
 - Providing a full-time effort to customer service
 - Generating a customer service survey
 - Working with the Business Office to maintain processes
 - Re-establishing the Work-Study program in January

Continuing Education Drone Training Opportunities

- FTCC Corporate and Continuing Education began offering Drone Training for beginners

in the Spring of 2017.

- Since its inception, seven courses have been offered.
- Three one-day workshops have been offered.
- Enrollment: Fifty-nine (59) people have taken the course.
- In the Fall of 2018, in partnership with NCDOT, a Drone Workshop was offered and 173 people attended this event.
- The Small Business Center offers How to Start a Drone Business Seminar.
- Additional discussions are taking place to offer Drone Training in Emergency Protective Service arena and investigating a Drone Maintenance program.

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

Mr. Williford reported.

Acceptance of the College's Unaudited Annual Financial Statements for the Fiscal Year Ended June 30, 2018

The unaudited annual financial statements are required by the General Statutes and are subject to review by the state auditors. A copy of the unaudited financial statements for fiscal year ended June 30, 2018 was provided to each board member.

On recommendation of the Finance Committee, Mr. Williford moved to accept the unaudited annual financial statements for fiscal year ended June 30, 2018. The motion was seconded by Dr. Freeman and unanimously approved by the Board.

Hurricane Florence Disaster Recovery Emergency Grant Update (Information only)

Fayetteville Technical Community College was one of twenty-one community colleges to receive emergency allocation. The college received \$719,113 and will award up to \$1,250 per student per term through June 30, 2019.

Human Resources Committee The Human Resources Committee met at 11:43 a.m. prior to this meeting.

Dr. Powell reported.

Acceptance of President's Selection of Senior Vice President for Academics and Student Services

On recommendation of the Human Resources Committee, Dr. Powell moved to accept the President's selection of Senior Vice President for Academics and Student Services. The motion was seconded by Mr. Koonce and unanimously approved by the Board.

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Senior Vice President for Academics and Student Services Dr. Mark Sorrells was introduced to the Board and will begin work at the college on January 2, 2019.

Planning Committee The Planning Committee met at 12:00 p.m. prior to this meeting.

Mr. Mitchell reported.

Annual Board of Trustees Self-Assessment Survey (Information and Board Discussion)

- Survey was released following the October 2018 Board of Trustees meeting.
- Tabulated results are provided for your consideration and discussion supporting compliance with the Southern Association of Colleges and Schools-Commission on Colleges (SACSCOC) compliance statement **4.2.g – *The governing board defines and regularly evaluates its responsibilities and expectations. (Board Self-Evaluation)***
- SACSCOC requires discussion findings be included in the Board minutes for continued SACSCOC compliance.
- Mr. Crosby led a discussion with the Board of Trustees related to the statistical information provided to them. The discussion explored all areas of the survey results and ended with a consensus that Board members will continue periodically visiting the College as opportunities to do so became available. The Board members will continue to represent the College at local, State and National meetings and conferences. No other actions were taken as a result of their discussion and review of the self-assessment instrument.

Special Trustees' Business

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

Report on ACCT Leadership Congress, October 24-27, 2018, New York City

The Leadership Congress was well represented by the college. Mrs. Pam Gibson and Dr. Rosemary Kelly did a great workshop presentation.

2019 Community College Legislative Summit, Washington, DC, February 10-13, 2019 (Early Bird Registration Ends December 21, 2018)

SGA Report

Mr. Brian Clark, SGA President

- SGA presented the Veterans Day celebration on November 13.
- A Celtic Holiday Concert was held on November 15.
- Annual Tree Lighting Ceremony will be held on December 11.

President's Report

Dr. J. Larry Keen, President

Next Board Meeting – Tuesday, January 22, 2019

President' Holiday Reception - Tuesday, December 18, 2018 in the Horace Sisk Gymnasium from 11:00 a.m. – 1:00 p.m.

See Written Report: Dr. Keen referred to the President's Report dated November 19, 2018. (1) Spring classes will start January 14. (2) Career Fair was held on October 24. (3) National Society of Leadership and Success held a pet adoption on October 24. (4) College Transfer Day was held on October 25 with over 50 colleges and universities participating. (5) FTCC faculty members have coordinated a number of events to commemorate the 100th anniversary of the Armistice ending of World War II. (6) The Men's and Women's Basketball teams have begun playing. The women will play through February 19 and the men will play through February 23.

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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

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