

# FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF BOARD OF TRUSTEES MEETING

## **February 17, 2014**

Held in Room 170 of the Thomas R. McLean Administration Building at 12:45 p.m.

## **Members Attending**

Dr. Dallas M. Freeman, Mrs. Sheryl J. Lewis, Dr. Breeden Blackwell, Mrs. Delores P. Ingram, Dr. Marye J. Jeffries, Mr. David McCune, and Mrs. Esther R. Thompson.

## **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.

## **Members Absent**

Mr. Dohn B. Broadwell, Jr., Mr. Ronald C. Crosby, Jr., Mr. Charles J. Harrell, Mr. Charles E. Koonce, Mr. William S. Wellons, Jr., and Student Government President Karnella F. Fobbs.

## **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 guest: Director of Institutional Effectiveness Dr. Vincent Castano.

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

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

## **January 21, 2014 Meeting**

On a motion by Mrs. Lewis and seconded by Dr. Blackwell, the minutes of the January 21, 2014 meeting were unanimously approved.

The order of the agenda was changed placing the Focus before the Committee reports.

## **Focus: Demonstrating the Value of Fayetteville Technical Community College – EMSI (Economic Modeling Specialist Intl.)**

Mr. Nate Wolff, EMSI Representative, gave an overview of the report via telephone. His report included the following:

### **Income created by FTCC in fiscal year 2012-13 (added income)**

**\$75.7 Million** - Effect of college operations

**\$13.8 Million** - Effect of student spending

**\$440.8 Million** - Effect of current and past student productivity in 2012-13, annualized

**\$530.3 Million** – Total Effect (Income to the Cumberland County economy, approximately equal to **2.8%** of the county's Gross Regional Product.)

For every **\$1** spent, **\$4.50** was gained in lifetime income for students, **\$41.90** was gained in added state income and social savings for society and **\$4.10** was gained in added taxes and public sector savings for taxpayers.

## **COMMITTEE REPORTS**

**Planning Committee** The Planning Committee met at 10:45 a.m. prior to this meeting. Dr. Breeden Blackwell, Chairman presented the report to the Board.

**Approval of FTCC Purpose Statement, Mission Statement, Institutional Goals, Core Competencies, and Planning Assumptions.** Dr. Blackwell reported that the Planning Committee recommends reaffirmation of the FTCC Purpose Statement, Mission Statement, Institutional Goals, and Core Competencies. The Committee also recommends approval of the updated Planning Assumptions.

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

On the recommendation of the Planning Committee, Dr. Blackwell moved to approve the updated Planning Assumptions. The motion was unanimously approved by the Board. (See Attachments A, B, C, D, and E.)

**Finance Committee** The Finance Committee met at 11:15 a.m. prior to this meeting. In the absence of Mr. Charles Harrell, Chairman, Mrs. Esther Thompson presented the report to the Board.

**Bank Services Bid Proposal Update** The College will be seeking bid proposals for the College's banking services. A recommendation will be presented at a future Board meeting.

**Approval to Extend Canteen Vending Contract Until Completion of Tony Rand Student Center Renovation** The current contract will expire in June 2014. The College recommends an extension to the contract until the completion of the Tony Rand Student Center renovation project so it can request bids for the vending and cafeteria at the same time.

Mrs. Thompson moved to approve extending the canteen vending contract until completion of the Tony Rand Student Center renovation. The motion was seconded by Mrs. Ingram and unanimously approved by the Board.

**Property and Casualty Insurance Bid Proposal Update** A notice was placed in newspapers across the state soliciting bids for the College's property and casualty insurance. Letters were sent to agents in Cumberland County. A recommendation from the administration will be made at the May Board meeting.

**Child Care Center Update** Mrs. Smith gave an update on the Child Care Center at the Finance Committee meeting prior to this meeting.

**Building and Grounds Committee** The Building and Grounds Committee met at 11:50 a.m. prior to this meeting. Mr. David McCune, Chairman, presented the report to the Board.

### **Update on the Horace Sisk (Partial Roof) and the Center for Business and Industry Roof Replacement**

- Fleming and Associates, Fayetteville, NC, was approved by the Board as the project designer on November 18, 2013.
- Design drawings are being reviewed by the State Construction Office.
- Construction bids are projected to be received in mid-July.
- Project is tentatively scheduled for completion December 2014.

### **Update on the Student Center Renovations**

- State Construction Office finalizing review of construction documents.
- All prequalified contractors will bid on the project with bid opening projected April 3, 2014.
- Recommended contractor is scheduled to be provided to the Board April 22, 2014.

### **Update on the Major Appliance Center**

- Letter was sent to the attorney representing Bold Builders, LLC demanding the transaction be closed by mid-December.
- Attorney for Bold Builders requested delay of suit because he felt the issue of damages could be resolved without need for suit.
- Acting in good faith on the attorney's request, suit was withheld until January 17, 2014.
- Suit will be initiated February 19, 2014.

**Human Resources Committee** The Human Resources Committee met at 11:00 a.m. prior to this meeting. In the absence of Mr. Ronald Crosby, Jr., Chairman, Dr. Breeden Blackwell presented the report to the Board.

**Distribution of 2014 Honorary Trustee Award Nomination Forms** Nomination forms for the Honorary Trustee Award were disseminated. Submit your nominations to Betty Shackelford or Carl Mitchell by the March 17, 2014 Board meeting.

**Advanced Notification of the Annual Evaluation of President J. Larry Keen (March 17 2014 Board Meeting)** The annual evaluation of President J. Larry Keen will be conducted at the March 17, 2014 Board meeting.

**Public Office Notification – Sandra Bowen, Communications Instructor, Lee County School Board** Ms. Bowen has notified the College that she intends to run for the Lee County School Board. She has complied with the provisions of the Employment and Affirmative Action Manual.

### **Special Trustees' Business**

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

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

**Approval of Resolution Supporting Investment in North Carolina Community Colleges** Mr. Sullivan reviewed the resolution urging legislative support of North Carolina's economic recovery by reinvesting funds in the state's community colleges with Trustees.

On a motion by Mrs. Lewis and seconded by Dr. Blackwell, the Board unanimously approved the resolution.

**Report on ACCT Community College National Legislative Summit - February 10 – 13, 2014, Washington D.C.** Dr. Dallas Freeman, Mr. Charles Koonce, Dr. Breeden Blackwell, Mrs. Delores Ingram, Mr. David McCune, Mrs. Esther Thompson, and Dr. Larry Keen attended the summit. Trustees reported that it was a good conference and that the speakers were excellent. Due to the ice and snow storm, Trustees and Dr. Keen returned early.

### **President's Report**

**Next Board Meeting – Monday, March 17, 2014**

**FTCC Golf Tournament** Mrs. Zanna Swann reported that the Golf Tournament will be held on April 30, 2014 at Gates Four Country Club. The Gala Dinner and Auction will be held on April 29. Trustees were encouraged to participate.

**See Written Report** Dr. Keen referred to the President's Report dated February 17, 2014. He reported: (1) FTCC purchased a military-themed vehicle wrap for a vehicle used at the Fort Bragg Center to promote Fayetteville Tech. A photo of the vehicle is posted on FTCC's Facebook site. (2) FTCC Culinary Technology student Joseph Page was featured in a profile by *The Fayetteville Observer* as part of Black History Month celebrations. (3) The North Carolina Military Business Center was mentioned in a press release from CNBC news, "US Army Awards Military Hardware LLC & G-Code \$49 Million for New Holster System." Military Hardware's Founder and CEO F. Scott Harry, credited the NC Military Business Center Executive Director (Scott Dorney) and members of the staff for their indispensable efforts. (4) Attended meeting in Raleigh regarding Automobile Collision Repair Courses. (Collaboration with NC Community Colleges, NC Military Personnel and NC Department of Commerce's Work-force Development Team. (5) Met with NC Department of Commerce Secretary Sharon Decker on February 7.

**Adjournment** The meeting was adjourned at 2:00 p.m.

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Dr. Dallas M. Freeman, Board Chair

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Mrs. Sheryl J. Lewis, Secretary