

# FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF THE BOARD OF TRUSTEES

## **March 18, 2019**

Held at the Tony Rand Student Center Board Room at 1:30 p.m.

### **Members Attending**

Mr. Ronald C. Crosby, Jr., Mr. William D. Haithcock, Mr. Charles J. Harrell, Mr. William Hedgepeth, Mrs. Delores P. Ingram, Mr. Charles E. Koonce, Dr. Linwood Powell, Mr. Chandan Y. Shankar, Mrs. Suzannah Tucker, Mr. David R. Williford, and Mr. Brian Clark.

### **Members Absent**

Dr. Dallas Freeman and Mr. William S. Wellons, Jr.

### **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 Mark Sorrells, 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, Interim Executive Director for the Foundation Lauren Arp, Secretary to the President Monika Morris, and Dean of Institutional Effectiveness Vincent Castano.

### **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.

### **Approval of Minutes of February 18, 2019 Meeting**

On a motion by Mr. Koonce and seconded by Dr. Haithcock the minutes of the February 18, 2019 meeting were unanimously approved by the Board.

### **COMMITTEE REPORTS**

**Building and Grounds Committee** The Building and Grounds Committee met at 10:33 a.m. prior to this meeting.

Mr. Harrell reported.

### **Update on the J.P. Riddle Stadium (Information Only)**

- Phase I drainage improvements to the stadium were initiated on February 5, 2019.
  - Installation of drains at dugouts.
  - Installation of drains at critical infield areas.
  - Installation of drains in right field.
- Drainage inlets had to be custom made to interface with drainage pipes.
  - Drainage inlets were received March 11, 2019.
  - All other material is on site and ready for installation.
- Grand opening of the stadium was March 9, 2019.

- Phase I drainage will be complete April 1, 2019.

### **Approval of Designer for Master Facilities Plan**

- Qualifications for Master Facilities Plan were received from seven designers on January 16, 2019.
  - LS3P Associates (Wilmington, NC)
  - Little Architects (Durham, NC)
  - O'Brien Atkins (Research Triangle Park, NC)
  - Heery International (Raleigh, NC)
  - Crawford Design Company (Fayetteville, NC)
  - Oakley Collier Architects (Rocky Mount, NC)
  - HH Architecture (Raleigh, NC)
- Presentations were made on February 15, 2019.
  - O'Brien Atkins
  - LS3P Associates
  - Little Architects
  - HH Architects
- Recommend O'Brien Atkins as the designer for the College Master Facilities Plan.

On recommendation of the Building and Grounds Committee, Mr. Harrell moved to approve O'Brien Atkins as the designer for the College Master Facilities Plan. The motion was seconded by Dr. Haithcock and unanimously approved by the Board.

**Curriculum Committee** The Curriculum Committee met at 10:35 a.m. prior to this meeting.

Mrs. Ingram reported.

### **Acceptance of FTCC's Continuing Education Accountability Plan Term Report for August 15, 2018 through December 31, 2018**

- During this past term, staff visited 503 Continuing Education classes.
- FTCC's Accountability and Creditability Policy and Guidelines states – at least 50% of off-campus classes are visited for verification.
- Short courses (12 hours or less) are visited on a random basis rather than being scheduled for visits to each class.
- The Associate Vice President or his/her designee conduct at least 10% of unannounced visits. We exceeded the required target for AVP visits.
- A total of 1,116 classes were held during the term. The breakdown is as follows: 667 Occupational Extension; 264 Self-Supporting; 148 Career & College Readiness; 18 Customized Training; and 19 Human Resources Development Courses.
- Based upon our policy and guidelines, there were 503 classes that were visited. All were found to be in compliance.
- Verification criteria used during the compliance visits included: instructor presence; proper course titles; accurate headcount of students registered and present; attendance sheets were checked; and location and time as well as start/end dates for classes were confirmed.
- Findings of the Internal Audit are presented to you for information and acceptance by the committee.

On recommendation of the Curriculum Committee, Mrs. Ingram moved to accept FTCC's Continuing Education Accountability Plan Term Report for August 15, 2018 through December 31, 2018. The motion was seconded by Mrs. Tucker and unanimously approved by the Board.

### **FTCC Partnership with the University of Mount Olive (Information Only)**

- On March 5, 2019 Dr. Keen and Dr. Poole signed the UMO Bridge program, which is a partnership agreement between the institutions that will allow transfer opportunities for FTCC's Horticulture Technology students to complete the Bachelor of Science program in Agricultural Production Systems.
- Pam Gibson, Dean of Engineering & Applied Technology, spearheaded the effort for FTCC.
- The curriculum cross-walk designates a maximum of 64 hours that students can receive credit toward degrees in the Bachelor of Science Agricultural Professional Service and Bachelor of Science in Agricultural Education (Secondary Education).
- UMO has a 61 acre working farm that provides students practical experiences to advance learning in a number of agricultural careers including horticulture, production farming, greenhouse operations, and agriculture education.

### **USSOCOM Visit to Funeral Service Program (Information Only)**

- On March 8, 2019, a team from USSOCOM Headquarters visited the Funeral Service program to explore a potential partnership with FTCC. Dean Linda Novak and Funeral Service Instructor Shawna Rodabaugh helped coordinate the event.
- The USSOCOM Team and students from the Funeral Service program participated in a hands-on exercise to examine cadavers embalmed using traditional methods vs. a new Surgical Reality procedure that is designed to preserve the body making surgical training more realistic to operating on a living person.
- FTCC responded to a recent solicitation from the Department of Defense to assist Fort Bragg with medical field training for Special Operations Forces. This may result in a grant to support a three-year training program where the College would provide cadavers to assist with medical training.

### **Perkins Core Indicators of Performance Report (Information Only)**

- Each year the community colleges negotiate with the State to establish individual performance goals in six validated core indicators to measure institutional performance for Career and Technical Education programs. The performance indicators are: 1) Technical Skill Attainment; 2) Credential, Certificate, or Degree Attainment; 3) Student Retention and Transfer; 4) Student Placement; 5) Nontraditional Participation; and, 6) Nontraditional Completion.
- FTCC met five of the six State Negotiated Levels of Performance for 2017-18, and met all six Performance Indicators for the College Negotiated Level.
- Across the NCCCS, eight (8) of the 58 Colleges met all six State Negotiated Levels of Performance. Nine (9) successfully met all six Performance Indicators for the College Negotiated Level.

### **FTCC Student Selected for Internship with Booz Allen Hamilton (Information Only)**

Jonathan Thomas, an IT/Systems Security & Analysis student, has been selected as a Summer Games Intern for Booz Allen Hamilton. Over 250 students applied for five positions at the Fayetteville office. Jonathan was the only community college student selected for this prestigious internship.

Now in its fifth year, the Summer Games is an innovative internship program that attracts some of the nation's best and brightest students. The goal is to develop a breakthrough idea or solution for Booz Allen's clients' most pressing, complex, and multidimensional problems. Throughout the Games, interns receive mentorship from senior leaders, collaborate, and experiment in Booz Allen's innovation ecosystem, solve problems using

Booz Allen’s products and unique engagement models, and leverage the power of rapid prototyping. During the final week of the program, interns present their projects to a panel of judges, who select 10 teams to advance to the final round, the Challenge Cup. Judges then declare only one team the Summer Games winner.

**Dr. Desandra Washington and Dr. Antonio Jackson Selected to Participate in the Bill & Melinda Gates Foundation Engaging Excellence Fellowship (Information Only)**

Dr. Desandra Washington and Dr. Antonio Jackson have been selected to serve as Fellows and work with a group of subject matter experts to identify what is known about serving and supporting minority students. The program is funded by the Gates Foundation and will be offered through the Office of Community College Research and Leadership through the University of Illinois at Urbana-Champaign. They will serve as founding leaders for a network on culturally responsive practices and policies that can serve as the central hub of knowledge in this emerging body of work and assists as champions for scaling best practices.

**Finance Committee** The Finance Committee met at 10:54 a.m. prior to this meeting.

Mr. Williford reported.

**State Budget Update as of February 28, 2019 (Information Only)**

**State Budget Update through February 28, 2019**

<b>Board Approved State Budget, September 2018</b>	<b>\$77,356,954.00</b>
Minority Male Mentoring Grant	17,234.00
NC Career Coaches	79,931.00
CCRGAP	8,000.00
Virtual Learning Communication Centers Grant	125,000.00
Perkins Reserve Funds	76,208.00
Hurricane Florence Emergency Funds	719,113.00
Equipment Carryforward	2,219,189.00
Performance Based Funding Carryforward	580,946.00
Customized Training	34,963.00
Customized Training Carryforward	618.00
Basic Skills Federal Portion Allocation	809,192.00
Basic Skills Funding Carryforward	185,868.00
Basic Skills Additional Performance Funds	90,640.00
Longevity	547,763.00
Budget Call Back	(428,631.00)
<b>State Budget as of February 28, 2019</b>	<b><u><u>\$82,422,988.00</u></u></b>

**Approval of Final NCCCS 3-1, Capital Improvement Project, Project 2341 HTC Roof Replacement**

Request for approval for the final cost for the HTC roof replacement for \$292,576 was presented.

On recommendation of the Finance Committee, Mr. Williford moved to approve the Final NCCCS 3-1, Capital Improvement Project, Project 2341 HTC Roof Replacement. The motion as seconded by Mr. Harrell and unanimously approved by the Board.

## **Approval of the 2019-2020 Recommended County Budget**

The proposed 2019-2020 County Current Appropriation Budget Request of \$12,440,612 reflects a 6.00% or \$704,712 increase over the approved budget for the 2018-2019 fiscal year.

- The increase is associated with increases in the cost of living and benefits; additional salaried positions for grounds, maintenance, and security needs.
- Service Contracts - janitorial, lawn, and security monitoring. This includes additional costs to maintain J.P. Riddle Stadium.
- Other costs: utilities (\$52,000 estimated utility cost for the stadium); safety incentive program; and rental of Ski's facility for curriculum and continuing education classes.

On recommendation of the Finance Committee, Mr. Williford moved to approve the Cumberland County Funds Budget Request for Fiscal Year 2019-2020. The motion was seconded by Mr. Shankar and unanimously approved the Board.

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

Dr. Powell moved that pursuant to **GS 143-318.11(a)(1) (a)(2)** that the Board go into closed session to discuss the President's annual evaluation and the letter to the State Board of Community Colleges announcing evaluation results and discussion of Honorary Trustee Award Nomination(s). The motion was seconded by Mr. Harrell and unanimously approved by the Board.

**Closed Session**

**Open Session**

**Planning Committee** The Planning Committee met at 11:40 a.m. prior to this meeting.

Mr. Williford reported.

**Economic Impact Study by Economic Modeling Specialists, Inc. (EMSI) (Information Only)**

On February 28, 2019, EMSI completed an Executive Summary and an infographic of significant findings from the College's Economic Impact Study. The findings along with an additional Fact Sheet from the study were presented to the Board.

**Special Trustees' Business**

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

**2019 NCACCT Law/Legislative Seminar, Raleigh, NC, April 3-5, 2019**

**Community College Legislative Day, Raleigh, NC, April 3, 2019**

**SGA Report**

**Mr. Brian Clark, SGA President**

- N4CSGA Eastern Division Meeting was held on February 23, 2019 at Carteret Community College.
- The State Conference will be held March 29-31, 2019 in Durham.
- Mr. Clark will be attending the NCACCT Legislative Seminar in Raleigh, April 3-5, 2019.

**President's Report**

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

Next Board Meeting – Monday, April 15, 2019

Save the Date – 2019 Silent Auction, April 4 and Golf Tournament, April 5.

See Written Report dated March 18, 2019: (1) Opening day at the Trojan Field at J. P. Riddle Stadium was held on March 9. The event held in conjunction with the men's first home game welcomed community leaders to watch student athletes perform, honor the Riddle family, and celebrate the gifting of J.P. Riddle Stadium to FTCC by Cumberland County.

**Focus**

**Cumberland County Commissioners**

Attendance: Commissioner Chair Jeanette Council, Commissioner Glenn B. Adams, Commissioner Charles Evan, County Manager Amy Cannon, Assistant County Manager Melissa Cardinali, Assistant County Manager Duane Holder, Assistant County Manager Tracy Jackson, Assistant County Manager Sally Shutt, Finance Director Vicki Evans, County Attorney Rick Moorefield, Clerk to the Board Candice White, and Deputy Clerk Kellie Beam.

Guest: UNC Board of Governors Mike Williford.

Dr. Keen thanked them for their support of the College and presented the proposed 2019-2020 Current Appropriation Budget Request of \$12,440,612 which reflects a 6% increase or \$704,712.

**Adjournment**

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

---

Mr. Ronald C. Crosby, Jr., Chair

---

Mrs. Delores P. Ingram, Secretary