

# FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF THE BOARD OF TRUSTEES

**June 18, 2018**

Held at the Tony Rand Student Center Board Room at 12:53 p.m.

## **Members Attending**

Dr. Dallas Freeman, Dr. William D Haithcock, Mrs. Delores P. Ingram, Dr. Marye J. Jeffries, Mr. Charles E. Koonce, Dr. Linwood Powell, Mrs. Suzannah Tucker, Mr. Williams S. Wellons, Jr., Mr. David R. Williford, and Mr. Brian Clark.

## **Members Absent**

Mr. Ronald C. Crosby, Jr., Mr. Charles J. Harrell, and Mr. William Hedgepeth, II

## **FTCC Personnel Present**

President J. Larry Keen, Board Attorney and Vice President for Legal Services and Risk Management David Sullivan, Senior Vice 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 Human Resources and Institutional Effectiveness Carl Mitchell, Executive Director of Marketing and Public Relations Brent Michaels, and Executive Assistant to the President Kay Williams.

## **Call To Order**

**Dr. Linwood Powell, Vice Chairman**

## **Recognition of Guests**

**Dr. Powell**

Dr. Powell recognized Associate Vice President for Student Services Rosemary Kelly, Director of Athletics Mike Neal, Baseball Coach Lee Troutman, and Media Production Specialist Natasha Brown.

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

**Mrs. Delores Ingram  
Secretary**

Mrs. Ingram read the Ethics Awareness and Conflict of Interest Reminder. No Conflict of Interest was identified.

## **Special Recognition**

**Dr. Larry Keen, President**

Dr. Marye J. Jeffries, Board of Trustees, 1992-2018

Mr. David R. Williford, Board of Trustees, 2014-2018

Mr. Charles E. Koonce, Board of Trustees, 2006-2018, Reappointed 2018-2012

## **Focus: Athletics Program**

**Mr. Michael Neal  
Director of Intercollegiate Athletics**

- Men's Golf - Six matches and won Region Championship. Tied for District with Georgia and Tennessee.
- Women's basketball finished 12<sup>th</sup> this year.
- Women's basketball team won scrimmage game against Methodist University.
- Men's basketball - (17-13 season) and 6<sup>th</sup> place in region.
- Several of the men's basketball player were offered full scholarships.
- Roster size is expected to be over 100 next year.

## **Approval of Minutes of May 21, 2018 Meeting**

**Dr. Powell**

On a motion by Mr. Koonce and seconded by Dr. Freeman the minutes of the May 21, 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.

### **Update on the Piedmont Natural Gas Line Installation**

- Agreements were signed to allow temporary workspace along Hull Road to install gas line and temporary space to stage construction materials in parking lot #5.
- Work started May 21, 2018, and is projected to be completed July 9, 2018.
- Piedmont Natural Gas paid FTCC \$10,873 for access to the temporary workspaces.

### **Update on the YMCA Renovation**

- Ben Stout was awarded a contract for \$65,000 for renovations at the YMCA.
  - Upgrade of the lobby and reception area
  - Replacement of flooring in the main lobby and hallway
  - Replacement of lighting in the lobby
  - Replacement of ceiling tiles in the lobby and hallway
  - Replacement of stair treads
- FTCC Trades Students
  - Installed new lockers downstairs
  - Installed new benches in downstairs locker rooms
  - Replaced locker room ceiling tiles
  - Replaced toilets and sinks in locker rooms

### **Approval of Contractor for the Health Technologies Center Roof Replacement**

- Fleming and Associates (Fayetteville, NC) is the designer for this roof replacement.
- Estimated cost of this project was \$452,000.
- Construction bid opening was May 31, 2018.
- Bids were received from
  - Industrial Contract Service Corp (Wilmington, NC) \$379,000
  - Owens Roofing, Inc. (Raleigh, NC) \$305,805
  - Baker Roofing (Fayetteville, NC) \$274,008
  - Triangle Roofing Services, Inc. (Zebulon, NC) \$264,400
- Recommend Triangle Roofing Services, Inc. (Zebulon, NC) be approved for the Health Technologies Center roof replacement with a bid of \$264,400.

On recommendation of the Building and Grounds Committee, Dr. Freeman moved to approve Triangle Roofing Services, Inc. as contractor for the Health Technologies Center roof replacement. The motion was seconded by Mr. Wellons and unanimously approved by the Board.

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

Mrs. Ingram reported.

### **Overview of Aspen Presentation and How it Applies to FTCC**

Dr. Brand presented a PowerPoint on the Aspen presentation and provided copies to the Board.

The presentation included overview of FTCC, Curriculum, Corporate and Continuing Education areas, and the organization of the college.

**Finance Committee** The Finance Committee met at 11:05 a.m. prior to this meeting.

Mr. Williford reported.

### **Approval of College President's Travel for Fiscal Year 2018-2019**

A Request of Blanket Travel Authorization for FTCC's President for travel he deems appropriate for fiscal year 2018-2019 was presented for approval. The Senior Vice President for Business and Finance will review the President's travel reimbursement for compliance with reimbursement guidelines.

On recommendation of the Finance Committee, Mr. Williford moved to approve Blanket Travel Authorization for FTCC's President for fiscal year 2018-2019. The motion was seconded by Mr. Koonce and unanimously approved by the Board.

### **Annual Report of the Childcare Center**

Several revenue generating and cost cutting measures have been put into place to improve the profitability of the childcare center:

- The capacity in the center was raised by ten children.
- Served seven additional children in the 2017 summer camp, compared to 2016. Added another nine children to the summer camp for 2018.
- The afterschool program is growing. Added three additional schools for pickup, bringing us to a total of seven. As of this May, there were 33 after-school students.
- The infant rate was increased from \$745 to \$780 in 2017-18. We plan to increase the 3-5 year old rates in the upcoming fiscal year from \$660-\$670, and the afterschool rate from \$245 to \$250.
- We continue to use health and early childcare students in the center, which reduces our cost and provides students needed experience.
- We are closely scrutinizing all childcare expenses.
- As full-time teacher assistants separate from the Center, we are replacing those full-time positions with two part-time employees. This provides more coverage without using as much part-time help, and saves on benefit costs.
- While implementing these changes, we continue to provide high quality childcare. We served 53 military families, 17 FTCC employee families, 27 FTCC student families, and 22 DSS families.
- The Center is also in its 5<sup>th</sup> year of NAEYC accreditation, which is the highest national accreditation a childcare facility can receive.

**Approval to Transfer Funds from Vending to Childcare Center to Cover Year-End Shortage**

This time last year, the College was preparing for a loss of \$99,067.62 in the childcare center. One year later, we estimate we will incur a loss for this fiscal year of \$21,373.04.

Request approval to transfer a maximum of \$25,000 from vending funds to the childcare center fund to cover year-end shortage.

On recommendation of the Finance Committee, Mr. Williford moved to approve transfer of \$25,000 from vending funds to the childcare center fund to cover year-end shortage. The motion was seconded by Mrs. Ingram and unanimously approved by the Board.

**State of County Budget 2018-2019** (Information only)

The County Budget for 2018-2019 is \$11,735,900.00.

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

Dr. Jeffries called the meeting to order.

Dr. Jeffries reported.

**Acceptance of 2017-2018 Non-Discrimination Report**

- In 2014, the Board of Trustees modified the College’s Non-Discrimination Policy adding submission and acceptance of an annual report of alleged violations beginning with the 2014-15 academic year.
- Each year the College provides the annual report in the month of June.

Number of Cases			
2014-15	2015-16	2016-17	2017-18
19	8	1	8

Note: While not included in the numbers above, in 2016-17 six former employees alleged in a lawsuit that the College violated Whistleblower protection law. The College is defending this lawsuit. Discovery and dispositions continue at this time.

- All cases in the Non-Discrimination Report for the 2017-18 year were addressed in a timely manner with the following results:
  - Investigation of two cases revealed there were no violations of Title VII or Title IX as originally alleged.
  - Inquiry of three cases resulted in resolution to the satisfaction of all parties through an *informal* counseling process.
  - Two cases were resolved through *formal* counseling process to the satisfaction of all parties.
  - One case resulted in the suspension of a student for cyberbullying of another student.
- Request Board of Trustees acceptance of the 2017-18 Non-Discrimination Report.

Upon recommendation of the Human Resources Committee, Dr. Jeffries moved to accept the 2017-18 Non-Discrimination Report. The motion was seconded by Mrs. Tucker and unanimously approved by the Committee.

Dr. Jeffries moved to go into closed session pursuant to G.S.. 1 43-318.11(c) to preserve attorney client privilege as it relates to a pending lawsuit. The motion was seconded by Dr. Haithcock and unanimously approved by the Board.

Closed Session

Open Session

**Special Trustees' Business**

**Dr. Powell, Vice Chair**

2018 NCACCT Leadership Seminar – September 5- 7, 2018, Asheville Renaissance Hotel, Asheville, NC

ACCT Leadership Congress, October 24-27, 2018, New York City (Early Bird Registration Deadline is August 17, 2018)

**SGA Report**

**Mr. Brian Clark, SGA President**

- SGA Punch Day – Fruit Smoothies were served to 542 students on May 30.
- Lemon & Orange Juice Mixer was held on June 13.
- Summer Indoor Picnic is scheduled for June 20 in the Horace Sisk Gym
- The N4CSGA Board met new Mr. Pete Hans, NCCCS President.
- N4CSGA Conference will be held in Fayetteville, October 18-21.

**President's Report**

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

Next Board Meeting – Monday, August 20, 2018.

Dr. Keen referred to President's Report dated June 18, 2018.

**Adjournment**

Dr. Powell moved to adjourn. The motion was unanimously approved by the Board.

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Mr. Ronald C. Crosby, Jr., Chair

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Mrs. Delores P. Ingram, Secretary