

**FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE
MINUTES OF THE BOARD OF TRUSTEES**

September 18, 2023

Held at the Tony Rand Student Center Board Room at 10:00 a.m.

Members Present

Mr. William L. Hedgepeth, Mr. Ron C. Crosby Jr., Ms. Caroline Gregory, Mr. Charles J. Harrell, Mr. Charles E. Koonce, Mr. Adam Phillips, Mr. Chandan Shankar, Mr. W. Lockett Tally, Mrs. Esther R. Thompson, Ms. Tammy Thurman, Mrs. Suzannah Tucker, Mr. David R. Williford, SGA President Erin Fredericks.

FTCC Personnel Present

President Dr. Mark Sorrells, Board Attorney and Vice President for Legal & Administrative Services David Sullivan, Senior Vice President for Business and Finance Robin Deaver, Senior Vice President for Academic and Student Services Murtis Worth, Chief of Staff/Vice President of Strategic Initiatives Dr. Tiffany Watts, Vice President for Academic Support and Diversity, Equity, and Inclusion Dr. DeSandra Washington, Executive Director of Marketing and Public Relations Catherine Pritchard, Executive Director for the Foundation and Institutional Advancement Sandy Ammons, Executive Assistant to the President Tracy Verrier, Secretary to the President Michelle Johnson, Audio Visual Engineer Justin Longley.

Special Guests

The Honorable James Ammons, Cumberland County Superior Court Judge, Mr. Todd Dunn and Ms. Debbie Todd

Call to Order

Mr. William Hedgepeth, Board Chair

Ethics Awareness and Conflict of Interest Statement

Mr. William Hedgepeth, Board Chair

Mr. Hedgepeth read the Ethics Awareness and Conflict of Interest Reminder. No conflict of interest was identified.

Approval of Minutes

Mr. William Hedgepeth, Board Chair

Mr. Shankar moved to approve the Board of Trustees Meeting Minutes from August 21, 2023. The motion was seconded by Mr. Koonce and was unanimously approved by the Board.

Swearing in Ceremony

The Honorable James Ammons

Mr. Adam Phillips was appointed by the Cumberland County Board of Commissioners to a Four-Year term to expire June 30, 2027, and was sworn in by the Honorable James Ammons.

Committee Reports:

Building and Grounds Committee

Mr. Charles J. Harrell, Chair

Mr. Sullivan reported:

1. For Information: Swift Water Rescue Trainer (project #2605)

- Electrical components installed and passed inspection.
- Have contacted Fathom Tanks and are expecting them on site to test pumps and filtration System.
- Facility should be operational late September or early October.

2. For Information: Update – Regional Truck Driver Training Center (project #2635)

- Project includes an 11-acre driving pad and building that includes classrooms and a 2-bay garage for truck maintenance.
- The project's Construction Manager At-Risk estimates the project will cost a total of 13.5 million.
- It may be necessary to reduce the size of the building or find additional funding sources.

3. For Information: Update – Nursing Education and Simulation Center Phase 2 (project #2615)

- The project includes a single-story structure housing Nursing Faculty.
- The contractor for the project is M&E Construction.
- The plumbing and electrical rough-ins are complete and inspections have approved the work.
- Concrete slab is in place and additional roof work is underway.
- Framing work should be underway soon.
- Project is progressing as expected.

4. Approval of Declaration of 1.29 acres of real property bordered by Fort Bragg Road, Cunningham Street and Eden Cross Street as temporarily unnecessary for College purposes and agreement to lease the property to Barnhill Construction for up to 20 months at \$750.00 per month.

- Barnhill Construction requests the lease in order to store equipment and materials for a road improvement project.
- No substantial quantities of hazardous materials are expected to be stored on the property.
- The lease includes several indemnifications, including promising to indemnify the College if any soil contamination occurs.

Mr. Harrell moved to approve the temporary lease of real property bordered by Fort Bragg Road, Cunningham Street and Eden Cross Street to Barnhill Construction for up to 20 months at \$750.00 per month. Ms. Gregory seconded the motion, and it was unanimously approved by the Board.

5. Approval of Private Sale of 10 x 16 Shed Constructed during class by students

- Authorization for the sale of the shed is needed to cover the cost of building supplies of \$4,100 plus fees not to exceed \$200.
- Excess funds go to the General Fund.

Mr. Harrell moved to approve the sale of the shed. Mr. Shankar seconded the motion and it was unanimously approved by the Board.

Finance Committee

Mr. Chandan Shankar, Chair

Mrs. Deaver reported:

1. Approval of Cape Fear Valley Health System Student and Employee Assistance Program

The Cape Fear Valley Health System's Employee/Student Assistance Program provides counseling services to students, employees and/or family members at no cost to referred participants. The College recommends approval of \$31,000 for cost of services. The hospital has continued to keep our previous year's contracted rate for services in the upcoming period of October 1, 2023 to September 30, 2024.

Mr. Crosby moved to approve the Cape Fear Valley Health System Employee/Student and Assistance Program. The motion was seconded by Mr. Shankar and it was unanimously approved by the Board.

2. Acceptance of FTCC Foundation, Inc. Audit Report for Fiscal Year Ended June 20, 2023

The independent auditor's opinion states that the financial statements present fairly, in all material respects, the financial position of Fayetteville Technical College Foundation, Inc. as of June 30, 2023 and 2022 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Mr. Shankar moved to accept the Fayetteville Technical Community College Foundation, Inc., Independent Auditor's Report. The motion was seconded by Ms. Gregory and was unanimously approved by the board.

3. For Information: Monthly Capital Projects Summary

The Monthly Capital Projects Summary lists all current projects and their percentage of costs spent of the approved project budget amounts. General Contractor change orders are also listed.

4. Approval of 3-1 Final Project Closeout NCCCS Project #2441, Cumberland County Regional Fire and Rescue Training Center

The College requests close out of the Cumberland County Regional Fire and Rescue Training Center project and to finalize the project cost and the sources of funding section of the 3-1.

Mr. Shankar moved to approve the Final Closeout NCCCS Project #2441. The motion was seconded by Mr. Tally and unanimously approved by the Board.

Planning Committee

Mr. Charles E. Koonce, Chair

Dr. Sorrells reported:

1. Approval of 2023 - 2028 Strategic Plan

The College requests approval of the 2023-2028 Strategic Plan which was provided for your review at the August 21, 2023 Board of Trustees meeting.

Mr. Koonce moved to approve the 2023 – 2028 Strategic Plan. The motion was seconded by Mr. Shankar and unanimously approved by the Board.

2. For Information: Official Handbooks and Manuals

The official handbooks and manuals were provided as information on a flash drive at the August 21, 2023 Board of Trustees meeting. These manuals and handbooks reflect all policy changes previously approved by the Board of Trustees. The College requests approval of the College's Handbooks and Manuals.

Mr. Koonce moved to approve FTCC's official Handbooks and Manuals. The motion was seconded by Mr. Crosby and unanimously approved by the Board.

3. For Information: Annual Board of Trustees Self-Assessment Questionnaire

The Self-Assessment Questionnaire will be discussed in the November Board of Trustees Meeting.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Worth reported:

1. Approval to delegate authority to the College President to enter into a Level-One Instructional Service Agreement with other Community Colleges.

Level One agreements are used when a college is requesting permission to deliver curriculum courses, a curriculum program or continuing ed courses in another colleges service area. The agreements do not involve sharing of FTE and do not need submission to the System Office.

Mr. Koonce moved to approve delegation authority of the College President to enter into a Level-One Instructional Service Agreement with other Community Colleges. The motion was seconded by Mr. Shankar and unanimously approved by the Board.

2. Approval to delegate authority to the College President to enter into a Level-Two Instructional Service Agreement with other Community Colleges.

Level Two agreements are used when two or more colleges are jointly offering curriculum or continuing education courses. The agreements may include sharing of FTE, must be filed with the System Office prior to implementation of the course(s) but do not require System Office approval.

Mr. Koonce moved to approve delegation authority of the College President to enter into a Level-One Instructional Service Agreement with other Community Colleges. The motion was seconded by Mr. Shankar and unanimously approved by the Board.

3. For Information: Graduation Data Spring 2023 Grade Distribution Report (GDR)

The College continues to improve the achievement outcomes of students over last year's results.

Special Trustees' Business/Comments

Appointment of Committees and Committee Chairs

Board Chair, Mr. Hedgepeth, presented a draft of the committees and chairs. The draft was updated with the addition of Mr. Adam Phillips and was distributed to the board.

President's Report

Dr. Mark Sorrells

Next Board Meeting – Monday, October 16, 2023

See Written Report

Adjournment

Mr. Crosby moved to adjourn the meeting. The motion was seconded by Mr. Koonce.

David R. Williford, Chair