

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

August 21, 2023

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

Members Present

Mr. David R. Williford, Mr. William L. Hedgepeth, Mr. Ron C. Crosby Jr., Ms. Caroline Gregory, Mr. Charles J. Harrell, Mr. Charles E. Koonce, Mr. W. Lockett Tally, Mrs. Esther R. Thompson, Ms. Tammy Thurman (via Zoom), Mrs. Suzannah Tucker.

Members Absent

Mr. Chandan Shankar, Dr. Linwood Powell, 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, Vice President for Human Resources and Institutional Effectiveness Carl Mitchell, 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.

Special Guests

The Honorable Caitlyn Evans, Cumberland County District Court Judge, Mr. Billy Wellons and Family

Call to Order

Mr. David R. Williford, Board Chair

Ethics Awareness and Conflict of Interest Statement

Mr. David R. Williford, Board Chair

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

Approval of Minutes

Mr. David R. Williford, Board Chair

Mr. Harrell moved to approve the Board of Trustees Meeting Minutes from June 19, 2023 and Special Called Meeting Minutes from July 17, 2023. The motion was seconded by Mr. Koonce and was unanimously approved by the Board.

Swearing in Ceremony

The Honorable Caitlyn Evans

Ms. Caroline Gregory was appointed by the Governor of the State of North Carolina to a Four-Year term to expire June 30, 2027, and was sworn in by the Honorable Caitlyn Evans.

Committee Reports:

Building and Grounds Committee

Mr. Charles J. Harrell, Chair

Mr. Sullivan reported:

1. For Information: Update – FTCC Cumberland County Regional Fire and Rescue Center Phase 2 (project #2634)

- Additional concrete pads added for storage and mobile training units.
- Adding an inclined concrete area to simulate the extraction of a vehicle from a ditch.
- Discussions concluding on training pits being added to the design.

2. For Information: Update – Swift Water Rescue Trainer (project #2605)

- Rhino coating installed – Tank leaks resolved.
- Electrical components arrived the week of August 14th and are being installed.
- Classroom finishing work underway.
- Certificate of Occupancy may be received before September Board meeting.

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

- Held pre-construction meeting with Bordeaux Construction.
- Examining ways to reduce the project's cost (eliminating mezzanine and two classrooms).

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

- Steel and roof decking are in place.
- Electrical and plumbing below ground rough-in complete.
- Concrete slab poured.
- Progressing on-schedule.

5. Approval of Thomas H. McLean Administration Building HVAC Renovations Contractor Approval (project #2767)

- Project budgeted for \$750,000.
- Design work by Dewberry.
- Project bids were opened on August 15th.
- CMC Building, Inc. was low bidder.

Mr. Harrell moved to approve CMC Building Inc., as the Contractor for the Thomas H. McLean Administration Building HVAC Renovations. Mr. Crosby seconded the motion, and it was unanimously approved by the Board by roll call vote.

6. Approval of Tiny Town Renovations Contractor Approval (project #2676)

- Project budget of \$2.75 million
- Design work by Fleming & Associate
- Bids were opened July 18, 2023
- M&E Contracting was low bidder

Mr. Harrell moved to approve M&E as the Contractor for Tiny Town Renovations. Mr. Tally seconded the motion, and it was unanimously approved by the Board by roll call vote.

7. Approval of the 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 Authorization to Lease of Property for up to 20 months at \$750.00 per month to Barnhill Construction, Inc.

- Barnhill Construction, Inc. has a contract with the State to make improvements to NC-24 (Bragg Boulevard) between Skibo Road and Stamper Road.
- Barnhill seeks to lease property from the College to store construction materials and equipment during the period of the construction.
- The property was recently acquired by the College and lies between the Country Fish Fry and Trans Tech I (former Mercedes dealership)
- Barnhill asks to use the property for 14 months and a rental rate of \$750 per month was negotiated with Barnhill.

Mr. Harrell moved to approve the Leasing 1.29 Acres of Real Property to Barnhill Construction for \$750 per month. Mrs. Tucker seconded the motion, and it was unanimously approved by the Board by roll call vote.

Finance Committee

Mr. William L. Hedgepeth II, Chair

Mrs. Deaver reported:

1. For Information: Vending and Café Operations

Vending sales are up 45% since the College has been servicing vending/café operations in-house as opposed to using Canteen's services.

2. For Information: Biannual Pension Spiking Report

The College has identified seven employees listed on the most recent Pension Spiking Report. The biannual pension spiking report is regularly monitored by the College's Office of Business and Finance and provides an insight into costs the College might incur if certain employees, all making more than

\$100,000, were to retire. The Office of Business and Finance believes that the College has financial

3. For Information: Reversion of \$43,397 for Compliance Review Conducted for 2022-23 Fiscal Year

The review of Curriculum records yielded a minimal material finding. The finding exceeded 1% but was under the 5% threshold.

The review of Continuing Education records yielded a minimal material finding. The finding exceeded 1% but was under the 5% threshold.

The review of College and Career readiness records yielded a material finding exceeding 5% of the total number of hours. In exceeding the 5% threshold, the material finding warrants a reversion of funds in the amount of \$43,397.27.

4. For Information: Preconstruction Contract with Barnhill, Inc for FTCC Cumberland County Regional Fire and Rescue Center, Phase 2 (project #2605)

FTCC Cumberland County Regional Fire & Rescue Center-Phase II recognizes Barnhill Contracting Company as the named Construction Manager at Risk. Barnhill will furnish professional construction management services during the design and construction of the Project identified and described in the Request for Proposals. FTCC will compensate the Construction Manager at Risk \$86,689 for pre-construction services.

5. Approval of General Contract for Tiny Town Renovation, project #2605

The college recommends approval of M&E Contracting as the General Contractor for FTCC Tiny Town Building Renovations and Roof Replacement Phase 1.

Mr. Hedgepeth moved to approve M&E Contracting as General Contractor for FTCC Tiny Town Building Renovations and Roof Replacement Phase 1. Ms. Gregory seconded the motion and it was unanimously approved by the Board by roll call vote.

6. Approval of Supplemental Agreement for Neill Currie HVAC, project #2636

The Neill Currie HVAC renovations Supplemental Agreement has been amended to remove the replacement of one air handler unit with 12 new air volume boxes for the Thomas McLean Administration Building. This part of the project is being removed and a new contract will be established for the new project (project NCCCS #2767). The amendment is removing \$84,500 for a new total of \$135,500.

Mr. Harrell moved to approve the Neill Currie HVAC Supplemental Agreement. The motion was seconded by Ms. Thompson and unanimously approved by the Board by roll call vote.

7. Approval of Amended 3-1 for Thomas McLean HVAC, project #2767

The College is incurring additional design fees for this project for bidding support, construction, administration, and project closeout. This was due to FTCC originally combining this project with the Neill Currie HVAC renovation using HEERF funds 18 months ago. The equipment would not have been received prior to the expiration of the HEERF funds. The McLean HVAC was put on hold and it was decided to move forward with Neill Currie HVAC with different funds. A one-year extension of HEERF funds was applied for and received which was approved to add to our remaining funds to complete the McLean HVAC project. Because the designer is handling the administration of both the Neill Currie and Thomas McLean projects, there are additional expenses. At a general contractor bid opening the bids came in higher than what was estimated 18 months ago.

Mr. Harrell moved to approve the Amended 3-1 for the Thomas McLean HVAC project #2767. The motion was seconded by Mr. Shankar and unanimously approved by the Board by roll call vote.

8. Approval of Design Contract for Thomas McLean HVAC, project #2767

Dewberry and FTCC agree that Dewberry will Plan, design and construct for the replacement of one air handler unit with twelve new air volume boxes in the Thomas McLean Administration Building. The project includes replacement of existing ductwork, some ceiling tile replacement and painting.

Mr. Harrell moved to approve Dewberry as the Design Contractor for the Thomas McLean HVAC project #2767. The motion was seconded by Ms. Thompson and unanimously approved by the Board by roll call vote.

9. Approval of General Contract for Thomas McLean HVAC, project #2767

Mr. Harrell moved to approve CMC Building, Inc. as the General Contractor for the Thomas McLean HVAC project #2767. The motion was seconded by Ms. Thompson and unanimously approved by the Board by roll call vote.

10. Approval of State Mandated Salary Increase for President

The College is seeking the Boards approval to increase the President's salary. The State Board has not yet approved a 2023-2024 budget but is likely to do so prior to the next meeting of the Board.

Mr. Hedgepeth moved to approve the State Mandated Salary Increase for the President. Mr. Harrell seconded the motion, and it was unanimously approved by the Board by roll call vote.

Human Resources Committee

Mr. Ronald C. Crosby, Jr., Chair

Mr. Mitchell reported:

1. For Information: Notification of Candidates for Public Office

- In accordance with Employment and Affirmative Action Manual, Section VI-6 Political Activities of Employees, **Dr Kenjuana McCray**, Dean of Arts and Humanities, has notified the President that she has filed to run for a third term on the Hope Mills Board of Commissioners.

- In accordance with Employment and Affirmative Action Manual, Section VI-6 Political Activities of Employees, **Mr. Jessie Bellflowers**, Department Chair of Business Administration/General Business Administration, has notified the President that he has filed to run for Mayor of Hope Mills/Board of Commissioners. He previously served two terms on the Hope Mills Board of Commissioners.
- Dr. McCray's and Mr. Bellflowers notifications of elective office candidacy are provided to the Board of Trustees, in compliance with current policy.

Planning Committee

Mr. Charles E. Koonce, Chair

Mr. Mitchell reported:

1. For Information: Strategic Plan

- The 2023-2028 Strategic Plan is provided for your review.
- The College will return the Strategic Plan to the Board of Trustees at the September 18, 2023 Board meeting for approval consideration.

2. For Information: Official Handbooks and Manuals

- The official handbooks and manuals are provided on a flash drive located in the front pocket of your notebook. The flash drive includes the current policies previously approved by the Board of Trustees.
- The College will seek Board of Trustees approval of the College's official handbooks and manuals during the September 18, 2023 Board meeting.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Worth reported:

1. Approval of 2023 NCCCS Performance Measures for Student Success

The North Carolina Community College System reviews the measures and methods used for evaluation purposes annually to ensure they are current and remain focused on improving student outcomes. The performance summaries for each college are evaluated and compared across the NC community college system using the following indicators of success:

- Met or Exceed Excellence Level
- Greater than or equal to Average Band Max., Below Excellence
- Greater than or equal to Average Band Min., Below Band Max.
- Greater than or equal System Baseline, Below Average Band Min.
- Below Baseline Level

Mr. Koonce moved to approve the 2023 NCCCS Performance Measures for Student Success. The motion was seconded by Mr. Harrell and unanimously approved by the Board by roll call vote.

2. Approval of the North Carolina Community College System Compliance Review Final Report

for Fayetteville Technical Community College: Fiscal Year 2021-2022

The Compliance Services Division of the North Carolina Community College System conducted a compliance review of Fayetteville Technical Community College to ensure data used to allocate State resources were reported accurately for the Summer 2021 through Spring 2022. The review was conducted using a selected sample of data for the period under review. Recommendations were made to remedy deficiencies found.

Mr. Koonce moved to approve the 2023 North Carolina Community College System Compliance Review Final Report. The motion was seconded by Ms. Gregory and unanimously approved by the Board by roll call vote.

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.

4. For Information: Student Code of Conduct: Academic Integrity - Plagiarism

All FTCC students are expected to comply with the FTCC Student Code of Conduct, which requires students to practice academic integrity in college courses. Students demonstrate academic integrity by being honest and responsible in all scholarship and scholarly activity. Students are not permitted to engage in any form of academic dishonesty, one of which is Plagiarism.

Plagiarism, is taking credit for another's ideas as if they were your own. Examples include submitting work generated by an AI tool, allowing someone else to complete your course work, or copying someone else's work and presenting it as your own.

Penalties for Plagiarism and cheating may be imposed by the instructor and could include Academic probation, Academic suspension, and/or Expulsion from the college.

Special Trustees' Business/Comments

ACCT Leadership Congress, October 9-12, Las Vegas, NV

The Board unanimously agreed not to take the Las Vegas trip for the ACCT Leadership Congress due to the expense.

Presentation of Gifts

Mr. Billy Wellons – Retirement from FTCC Board of Trustees 2003 - 2023

Mr. Charles Koonce – Recognition as Board of Trustees Chairman 2015 - 2017

Mr. Ron Crosby – Recognition as Board of Trustees Chairman 2017 - 2019

Dr. Linwood Powell – Recognition as Board of Trustees Chairman 2019 – 2021

Dr. Linwood Powell - Recognition of years of Service as FTCC Board of Trustee 2015-2023

Mr. William Hedgepeth - Recognition as Board of Trustees Chairman 2021 - 2023

Election of Officers 2023-2024

Mr. Williford moved to nominate Mr. Hedgepeth as Chairman. The motion was seconded by Mr. Harrell and unanimously approved by the Board by roll call vote.

Mr. Harrell moved to nominate Mr. Crosby as Vice-Chair. The motion was seconded by Mr. Koonce and unanimously approved by the Board by roll call vote.

Mr. Hedgepeth moved to nominate Ms. Gregory as Secretary. The motion was seconded by Ms. Thompson and unanimously approved by the Board by roll call vote.

President's Report

Dr. Mark Sorrells

NCACCT Leadership Seminar

August 30 – September 1, 2023

Wilmington NC

Next Board Meeting – Monday, September 18, 202

See Written Report

Adjournment

Mr. Hedgepeth moved to adjourn the meeting. The motion was seconded by Mr. Harrell.

David R. Williford, Chair