

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

May 15, 2023

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

Members Present

Mr. David R. Williford, Mr. Charles E. Koonce, Dr. Linwood Powell, Mr. Chandan Shankar, Mr. W. Lockett Tally, Ms. Tammy Thurman, Mrs. Suzannah Tucker, Dr. Tiffany Watts, Mr. William S. Wellons and SGA President Angelina Robinson.

Members Absent

Mr. William L. Hedgepeth, Mr. Ron C. Crosby Jr., Mr. Charles J. Harrell, Mrs. Esther R. Thompson

FTCC Personnel Present

President Dr. Mark Sorrells, Board Attorney and Vice President for Legal Services and Risk Management David Sullivan, Senior Vice President for Business and Finance Robin Deaver, Senior Vice President for Academic and Student Services Murtis Worth, Vice President for Human Resources and Institutional Effectiveness Carl Mitchell, Vice President for Academic Support and Diversity, Equity, and Inclusion Dr. DeSandra Washington, Chief of Staff/Vice President of Strategic Initiatives Dr. Tiffany Watts, 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, Audio Visual Engineer Joe Frydl.

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. Koonce moved to approve the Board of Trustees Meeting Minutes from April 17, 2023. The motion was seconded by Mr. Wellons and was unanimously approved by the Board.

Committee Reports:

Building and Grounds Committee

Mr. Charles J. Harrell, Chair

In Mr. Harrell's absence, Mr. Billy Wellons was called on to initiate the report for the Committee.

Mr. Sullivan reported on the following:

1. **For Information: Update - FTCC, Cumberland County Regional Fire and Rescue Center Phase II (project #2634)**

- Schematic design drawings are back from the State Construction Office (SCO)
- Design team is working on final drawing for SCO review
- CMAR interviews are set for May 16th

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

Work to be performed in the next 30 days:

- Finish all site work
- Place concrete walkways
- Fine grade and landscape
- Finish install of tank walls
- Install HVAC unit

3. **For Information: Update - Nursing Education and Simulation Center Phase II (project #2615)**

- Start footing and slab
- Start control pond for storm water
- Order long lead time items

4. **For Information: Update - Regional Truck Driver Training Center (project #2635)**

- Site plan and building plan redlines are with design team
- Lighting plans are under design by the College

5. **Approval of Combination of 2 FTCC Properties (Nursing Simulation & Advance Technology Center)**

- The Nursing Education and Simulation Center, including the Phase 2 construction and the Advance Technology Center Building are located on separately deeded properties, both of which are owned by the Trustees of Fayetteville Technical Community College.
- Nursing Education and Simulation Center Phase 2 includes a sewer connection into a sewer line that is on property associated with the Advance Technology Center.
- PWC requires an easement be created for the sewer connection or that the properties be combined.
- The College administration recommends the combination of the two properties.

Mr. Wellons moved to approve the combination of the Nursing Education and Simulation Center & Advance Technology Center properties. The motion was seconded by Mr. Tally and unanimously approved by the Board.

6. **Approval of General Contractor for Neill Currie HVAC Renovations (project #2636)**

- Bid opening conducted on May 11
- Recommendation to approve M&E as General Contractor

Mr. Wellons moved to approve M&E as the General Contractor for Neill Currie HVAC Renovations. The motion was seconded by Mr. Shankar and was unanimously approved by the Board.

Finance Committee

Mr. William L. Hedgepeth II, Chair

In Mr. Hedgepeth's absence, Mr. Charles Koonce was called on to initiate the report for the Committee.

Mrs. Deaver reported:

1. Approval of 3-1: Neill Currie HVAC Renovation, Amendment #2 (Project #2636)

The college recommends approval of the Neill Currie HVAC Renovation Amendment #2. The Amendment is attributed a \$66,000 reduction of the design expense.

2. Approval of General Contract for Neill Currie HVAC Renovation (Project 2636)

The College recommends M&E as the General Contractor for the Neill Currie HVAC Renovation with a bid of \$1,868,400.

Mr. Wellons moved to approve the Neill Currie HVAC Renovation Amendment #2 which reduces the design expense by \$66,000 and to approve M&E as the General Contractor for the Neill Currie HVAC Renovation with a bid of \$1,868,400. The motion was seconded by Mr. Shankar and was unanimously approved by the Board.

3. Approval of 3-1: Softball Field, Final Closeout (Project # 2592)

The College is asking for approval for the Softball Field Final Closeout; to finalize the project cost and sources of funding. The project was completed under budget and included pavement of the parking lot.

Mr. Wellons moved to approve the Softball Field Final Closeout. The motion was seconded by Ms. Thurman and was unanimously approved by the Board.

4. Approval of 2023-2024 Academic Year, Scholarships from Self-Supporting Funds, Not to Exceed \$240,000

Ms. Deaver presented the FY 2023 Scholarship Report to the Board. Total scholarships disbursed were \$235,635.35 leaving a remaining balance of \$29,364.65

Mr. Wellons moved to approve the 2023-2024 Academic Year, Scholarships from Self Supporting Funds, not to exceed \$240,000. The motion was seconded by Ms. Tucker and unanimously approved by the Board.

5. Acceptance of Perkins Grant Allotment Options and Statement of Assurances for 2023-2024 fiscal year

The College requests acceptance of the 2023-2024 Perkins Grant Allotment Options and Statement of Assurances. The allotment amount will be discussed at the next Board of Trustees Meeting.

Mr. Wellons moved to accept the Perkins Grant Allotment Options and Statement of Assurances for 2023-2024. The motion was seconded by Mr. Shankar and unanimously approved by the Board.

6. Approval of Course Specific Fees for In-State Swift Water Training Registrations, as Authorized by State Board of Community Colleges Code – 1E SBCCC700.5, Required Specific Fees

The proposed fee schedule for course selections will be set up separately for in-state and out-of-state students. FTCC requests Board of Trustees approval to charge a daily course specific fee of \$30 for daytime students and \$15 for evening students for all swift water rescue training for in-state students effective Fall 2023 semester. Out-of-state students would be charged a course fee of \$239 for daytime and \$120 for evenings.

Mr. Wellons moved to approve the Course Specific Fee Structure for Swift Water Rescue Training Courses. Mr. Shankar seconded the motion and it was unanimously approved by the Board.

Human Resources Committee

Mr. Ronald C. Crosby, Jr., Chair

In Mr. Crosby's absence, Dr. Linwood Powell was called on to initiate the report for the Committee.

Mr. Mitchell reported:

1. For Information: Title IX Report for 2022-2023

- The College had four Title IX cases this year. This is comparable to the 4 Title IX cases in the previous year (2021-22). This year's allegations included:
 - **Two student cases of sexual assault** – both resolved through an informal resolution process.
 - **One case of gender discrimination by employee** – allegations could not be confirmed and Title IX case was closed.
 - **One case of inappropriate touching** – after completion of the Title IX investigation, it was determined the incident did not rise to the level of a Title IX violation and case was closed.

2. For Information: President's Annual Performance Appraisal

- At the March 20, 2023 Board of Trustees (BOT) meeting, the BOT approved moving the President's initial performance appraisal from March 20, 2023 to June 19, 2023. This allows the President's initial appraisal to cover a six-month period (January 1 to June 30, 2023).
- The next annual appraisal period will cover July 1, 2023 to June 30, 2024.
- For the last couple of years, the BOT has completed the appraisal electronically using SurveyMonkey software. If it pleases the BOT, staff will release an electronic appraisal on May 17, 2023 with a request for completion by June 1, 2023 allowing time for tabulation of the appraisal results and reporting those results at the June 19 meeting.
- The NC Community College System (NCCCS) Office requires the Board of Trustees Chairman to provide a notice of appraisal completion by June 30th of each year. Presentation of the completed appraisal at the June 17th provides adequate time for the NCCCS notification letter to be received and processed.

1. For Information: Planning Assumptions

- The Planning Council members researched, revised, deleted and/or added planning assumptions based upon current events, current media publications, current and projected College activities, and future academic and industry projections. The Planning Council also included an annotation of the specific source document(s) used with the various assumptions.
- Statistical charts throughout the document have been updated with the data source documents indicated under each chart.
- The planning assumptions provide data for updating the College's Strategic Plan which is projected for completion and submission by the August 2023 Board meeting.
- The Planning Council membership includes college-wide representation consisting of administrators, faculty, and staff who provide input from their division at the College.
- The President has approved submission of the Planning Assumptions to the Board of Trustees, as information.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Worth reported:

1. For Information: Supply Chain & Operations Management (SCOM)

The Supply Chain and Operations Management concentration includes three (3) degree tracks: Distribution Management, Global Logistics Technology, and Truck Operations Management.

To meet the changing demands of the workforce, Department Chair, Dr. Sean Smith is coordinating the following curriculum revisions and working collaboratively with Continuing Education:

- Transition the Certified Production Technician (CPT) program to the Certified Logistics Technician (CLT) program.
- Embed Alteryx micro-credentials into existing courses.
- Expanding Work-Based Learning Opportunities

2. For Information: Paralegal Technology

- The program is also integrating certifications into the curriculum and increasing the employability of program graduates. Students can earn the eDiscovery Technology Certificate and Legal Technology Certificate.

- Our Paralegal Technology program typically has more demand than we have students. Some of the employers that have hired our students this year, including 2023 graduates, includes:
 - Paralegals with Rand & Gregory Law Firm, Rogers Law Firm, Crossroads Family Law Firm, Hutchens Law Firm, Robin Hurmence Law Firm, Cumberland County Court Clerk's Office (all in Fayetteville, NC)
 - Fludd Stephens Law Office (Durham, NC), Blake & Detchemendy Law Firm (Evans, GA), Robeson County Tax Office (Lumberton, NC), Steam Imagine (CA), Sandhills Law Group (Southern Pines, NC)
 - Director of Security for Kohls Department Store
 - Administrative Assistant at FTCC

SGA Report

Ms. Angelina Robinson, SGA President

President's Report

Dr. Mark Sorrells

Next Board Meeting – Monday, May 15, 2023

See Written Report

Adjournment

Mr. Williford adjourned the meeting.

David R. Williford, Chair