

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

November 15, 2021

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

Members Present

Mr. David R. Williford, Mr. William L. Hedgepeth II, Mr. Chandan Y. Shankar, Mrs. Elaina Ball, Mr. Ron C. Crosby Jr., Mr. Charles J. Harrell, Mr. Charles E. Koonce, Dr. Linwood Powell, Mr. W. Lockett Tally, Mrs. Esther R. Thompson, Mr. William S. Wellons, and SGA President Jordan McLean

Members Absent

Mrs. Delores P. Ingram

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 Catherine Pritchard, Executive Director for the Foundation Sandy Ammons, Executive Assistant to the President Monika Morris, Audio Visual Engineer Joe Frydl.

Call to Order

Mr. David R. Williford, Board Chair

Ethics Awareness and Conflict of Interest Statement

Mr. Williford

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

Approval of Minutes for September 20, 2021 Meeting

Mr. Williford

Dr. Powell moved to approve the October 18, 2021 minutes. The motion was seconded by Mrs. Ball and unanimously approved by the Board.

Committee Reports:

Building and Grounds Committee

Mr. Charles J. Harrell, Chair

Mr. Levister reported:

1. Update on the Fire/Rescue Training Center (Information Only)

- HH Architecture (Raleigh, NC) is the project designer.
- Barnhill Contracting Company is the Construction Manager-at-Risk for this project.
- Project Cost \$20,449,180.
- Work performed in last 30 days:
 - Complete concrete foundations at Classroom Building.
 - Complete concrete masonry unit foundations at Restroom Building.
 - Continue installation of storm boxes and pipe.
 - Poured footings and first wall at Burn Building.
 - Started concrete masonry unit at Training Tower.
 - Ran temporary power to east site at Restroom Building.
 - Started underground rough-in at Classroom Building.
- Work to be performed in the next 30 days:
 - Complete underground rough-in at Classroom Building.
 - Pour slab on grade at Classroom Building.
 - Complete load bearing concrete masonry unit at apparatus bay.
 - Continue on Training Tower concrete masonry unit.
 - Prep and pour slab on grade at Burn Building.
 - Continue sanitary sewer, water and fire lines.
- This is provided for information.

2. Update on the Health Technologies Center Mechanical Renovation (Information Only)

- Dewberry Engineers, Inc. (Raleigh, NC) is project designer.
- M & E Contracting Inc. (Fayetteville, NC) is project contractor.
- Project cost \$2,100,000.
- Notice to proceed was June 28, 2021.
- 2nd floor is 75% completed.
- Start 1st floor air handling units on November 22, 2021.
- Final completion is scheduled for December 31, 2021.
- This is provided for information.

3. Update on Horace Sisk Culinary Electrical/Plumbing Upgrade (Information Only)

- Davis Kane (Raleigh, NC) is the project designer.
- Project cost \$934,238.
- Out for bid November 11, 2021.
- Project completion December 2022.
- This is provided for information.

4. Update on the Nursing Education and Simulation Center Renovation (Information Only)

- Boomerang Design (Raleigh, NC) is the project designer. Project cost 1,584,341.
- Will submit Construction Drawings to State Construction Office November 15, 2021.
- Project completion December 2022.
- This is provided for information.

5. Update on Horticultural Education Center Retaining Wall (Information Only)

- Fleming and Associates (Fayetteville, NC) is the project designer.
- M & E Contracting, Inc (Fayetteville, NC) is the contractor for this project.
- Project cost \$215,954.
- Wall will be installed for potting area by greenhouse.
- Projected completion of this project is March 2022.
- This is provided for information.

6. Update on the Softball Field at J.P. Riddle Stadium (Information Only)

- Crawford Design (Fayetteville, NC) is the project designer.
- Projected cost \$1,500,000.
- Developing Construction Drawing for City of Fayetteville Zoning Department for review.
- Project completion July 2022.
- This is provided for information.

Human Resources Committee

Ronald C. Crosby, Jr., Chair

Mr. Mitchell reported:

1. Board of Trustees Annual Self-Assessment Survey (Information Only)

Board of Trustees' Annual Self-Assessment Survey link was released to the Board of Trustees on October 19 and remained open for completion through November 4, 2021. Annual completion is on the SACSCOC Compliance Statement standards, as reflected below:

Compliance Standard 4.2.g reads: *The governing Board defines and regularly evaluates its responsibilities and expectations.*

The Board of Trustees reviewed the Self-Assessment Survey and discussed the tabulated results.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Sorrells reported:

1. Approval to Conduct an Impact Assessment for an Associate in Applied Science Degree in Business Analytics (A25350)

To address emerging needs in the labor market for individuals with strong analytical skills, faculty from the Computer Information Technology are requesting permission to conduct a feasibility and impact assessment on establishing a new program in Business Analytics. In this AAS degree program, students will complete coursework in business analytics that includes general theory, best practices in data mining, warehousing, and predictive modeling, project and operations management, statistical analysis, and software packages. Students will also be tasked with developing essential skills in business communications, critical thinking, and strategic decision making. The program will be designed to follow a traditional, full-time academic schedule extending over a two-year period. FTCC will seek approval for the degree through the North Carolina Community College System.

- **Purpose of Implementation**

- To provide students training in Business Analytics.
- To meet the growing need for Business Analysts in the surrounding labor markets.

- **Program Need**

- Qualified Business Analysts are needed due the increased demand by companies for talent that can analyze and use available data to guide strategic

- decisions in business operations.
 - Organizations have greater access to real-time data and analytical software systems to quickly process, analyze, and deploy data-driven decisions to guide and improve operational outcomes including: more effective target marketing, identifying market niches that represent new revenue streams, recognizing opportunities to customize or personalize products and services, and creating operational efficiencies that represent competitive advantages over competitors.
 - According to the US Department of Labor and Statistics, job growth in this field is projected to increase from a minimum of 6% to a high of 29% annually.
 - Indeed.com currently has 22 Data Analyst positions posted in Fayetteville market with an additional 386 positions open in Raleigh area.
 - The Computer Information Technology Advisory Board referenced a growing need for students with analytical skills to foster data-driven decision making.
- **Program Information**
 - Two-year program starting in the Fall Semester 2023.
 - Courses offered 100% online, with face-to-face and hybrid options available.
 - Online delivery will create access to students statewide and from across the nation.
- **Resources Required**
 - Minimal start-up costs are required as existing labs, facilities, and faculty can be used to operate the program.
 - A full-time program coordinator will be needed to start the program.
 - Blackboard for delivery of courses.

2. Approval to Conduct a Needs Assessment for an Associate in Applied Science Degree in Mechatronics Engineering Technology (A40350)

Mechatronics Engineering Technology is a course of study that prepares students to use basic engineering principles and technical skills in developing and testing automated, servomechanical, and other electromechanical systems. The program includes instruction in prototype testing, manufacturing and operational testing, systems analysis and maintenance procedures. Graduates should be qualified for employment in industrial maintenance and manufacturing including assembly, testing, startup, troubleshooting, repair, process improvement, and control systems, and should qualify to sit for Packaging Machinery Manufacturers Institute (PMMI) mechatronics or similar industry examinations.

- **Program Need**

- Manufacturing has moved from low-skilled to very high-skilled jobs. According to a study called the Transformation of Manufacturing by the National Bureau of Economic Research, the five skills that are needed are digital skills, technology and computer skills, programming for robots and automation, working with tools and techniques, and critical thinking.
- Demand for manufacturing professionals with emerging tech skills grew 126% from 2018-2021 (source: EAB).
- It is expected that the number of open manufacturing jobs across the next 10 years will exceed 4 million. (source: EAB)

- **Program Information**

- Two-year program starting in the Fall 2023.
- Courses will be offered online, hybrid, and face-to-face.
- FTCC currently offers several of the courses required in the Technical Core and Program Major and all the General Education requirements for this program.
- Highly qualified faculty are currently on staff that can teach in this program.

- **Resources Required**

- The program would reside under the Department Chair for Industrial Systems Technology.
- Initial instruction could be handled by existing faculty, however as the program grows additional instructor positions would be needed.
- Equipment and software for the equipment will be needed for hands-on instruction in robotics, automation, industrial control, and manufacturing testing.

- **Additional Information**

- The merging of high-skilled technology and engineering makes the Mechatronics Engineering Technology degree a better fit to prepare students for industry needs.
- Eventually we anticipate closing the Industrial Systems Technology program due to better alignment of skills from the Mechatronics Engineering Technology to those needed by industry.

Dr. Powell moved to approve to conduct an Impact Assessments for Associate in Applied Science Degree in Business Analytics (25350) and for Associate in Applied Science

Degree in Mechatronics Engineering Technology (40350). The motion was seconded by Mrs. Ball and unanimously approved by the Board.

Finance Committee

Mr. William L. Hedgepeth II, Chair

Mrs. Deaver reported:

1. Approval of Form 3-8 – Annual Delegation Request for Capital Improvement Projects

The College recommends the approval of Form 3-8 – Annual Delegation Request for Capital Improvement Projects.

Mr. Hedgepeth moved to approve Form 3-8 – Annual Delegation Request for Capital Improvement Projects. The motion was seconded by Mr. Wellons and was unanimously approved by the Board.

2. Approval Form 3-1 – Capital Improvement Project # 2605, Swift Water Rescue Trainer

A proposal was made to purchase a 40 x 80 swift water rescue tank, which will be placed on the College owned property that houses the FTCC Cumberland County Regional Fire and Rescue Training Center at Tom Starling Road in Cumberland County. FTCC plans to construct a metal building with a brick facade to house the product. The building will house the above ground 40 x 80 tank, with approximately 10 feet of walkway surrounding the training area. The total building will be approximately 8,400 square feet. FTCC plans to include a small classroom and men's/women's locker room facilities that include 4 showers each. This training product will allow FTCC to simulate a variety of rescue training scenarios including rescuing individuals from submerged automobiles and dwellings, including air rescue using booms, helicopter rescue baskets, and wenches to lift individuals from danger. Training is designed for, but not limited to, fire, rescue, and law enforcement personnel.

Mr. Crosby moved to approve Form 3-1 – Capital Improvement Project # 2605, Swift Water Rescue Trainer. The motion was seconded by Mr. Wellons and unanimously approved by the Board.

3. Bid Opening for Horace Sisk Building Roof Replacement (Information Only)

The bid opening for the Horace Sisk Roof Replacement roofing contractor is Wednesday, November 17, which is two days after the November meeting of the Board. Since the College does not meet in December and in order to keep the project progressing, a meeting will be called of the Finance Committee to obtain approval of the roofing contractor. The Board agreed to a called meeting on Friday, November 19, 2021.

Closed Session to Discuss the President's Salary Increase and Performance Bonus

Mr. Wellons moved that pursuant to GS 143-318.11(a)(6), the Board of Trustees go into closed session to discuss a personnel matter. The motion was seconded by Mr. Shankar and unanimously approved by the Board.

Closed Session

Open Session

Mr. Hedgepeth moved to approve a salary increase for the College's President equal to the percentage amount granted by the President to college employees in good standing and a one-time performance bonus of 5% of his current salary. The motion was seconded by Mr. Shankar unanimously approved by the Board.

Special Trustees' Business/Comments

Mr. David R. Williford, Board Chair

SGA Report

Mr. Jordan McLean, SGA President

The SGA held their first drive-in movie showing at J.P. Riddle Stadium. Attendees were offered free Subway sandwiches, popcorn and sodas.

The FTCC Trojan Lounge was re-opened. Students can spend time, play games and hold peer to peer conversations. On a daily average, about 35 students come visit the FTCC Lounge.

The SGA will be holding a blood drive in conjunction with Cape Fear Valley this week.

The annual Christmas Tree Contest is in the planning stages.

Mr. McLean announces that this will be his last Board Meeting as the SGA President. He will be graduating next month and will be transferring to a four-year institution.

President's Report

Dr. J. Larry Keen, President

See Written Report.

Mrs. Ammons briefed the Board of Trustees on Giving Tuesday. The Donor Appreciation Luncheon will be held March 11, 2022.

Next Board Meeting – Tuesday, January 18, 2022

Adjournment

Mr. Williford adjourned the meeting.

Mr. David Williford, Chair

Mr. Chandan Shankar, Secretary