

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

January 21, 2025

Held at the Tony Rand Student Center Board Room at 10:30 a.m.

Members Present

Mr. William L. Hedgepeth, Mr. Ron C. Crosby Jr., Mr. Ralph Huff, Dr. Andrea Dickerson, Mr. Charles E. Koonce, Mr. Adam Phillips, Mrs. Esther R. Thompson, Ms. Tammy Thurman, Mr. David R. Williford, and Mr. Jeremy Hidalgo.

Members Absent

Ms. Caroline Benavente, Mr. Christopher Bullard, Mr. Chandan Shankar

FTCC Personnel Present

President Dr. Mark Sorrells, Board Attorney and Vice President for Legal & Administrative Services David Sullivan, Senior Vice President for Academic and Student Services Dr. Murtis Worth, Vice President for Business and Finance Debbie Todd, Vice President of Human Resources and Institutional Effectiveness Carl Mitchell, Vice President of Facilities and Support Services Kevin Paul, Vice President of Academic Support Services & Civic Engagement Dr. DeSandra Washington, Executive Director of Marketing and Public Relations Catherine Pritchard, Executive Director for the Foundation and Institutional Advancement Sandy Ammons, Associate Vice President for Business and Finance - Operations Todd Dunn, Executive Assistant to the President Tracy Verrier, Secretary to the President Michelle Johnson and Audio Visual Engineer Justin Longley.

Attendees

Jessie Bellflowers – Faculty Council Chairperson
Amanda Colores – Staff Council Chairperson

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 Statement. No conflicts of interest were identified.

Approval of Minutes

Mr. William Hedgepeth, Board Chair

Mr. Koonce moved to approve the Board of Trustees Meeting Minutes from November 18, 2024. The motion was seconded by Mr. Williford and unanimously approved by the Board.

Committee Reports:

Mr. Paul reported:

1. For Information: Nursing Education and Simulation Center Phase II (Project #2615)

- The General Contractor's final punch list repair work has been completed. Closeout documentation is all that remains to fully complete the project. All closeout documentation should be received in January 2025.

2. For Information: Tiny Town Renovation (Project # 2676)

- A new paint color for the Exterior Insulation Finishing System (EIFS) has been selected. The final coat of paint for the EIFS will be applied in January. The project is 95% complete.
- Target completion for this January 2025.

3. For Information: Tiny Town Renovation Phase II (Project #2819)

- HH Architecture and FTCC held a meeting to review changes to the floor plan requested by FTCC on December 20th, 2024. HH Architecture is currently working on those changes. FTCC anticipates receiving a revised floor plan in January 2025.
- The Schematic Design (SD) phase of the interior of the Tiny Town building will continue through February 2025.

4. For Information: Cumberland County Regional Fire and Rescue Phase II (Project #2634)

- Barnhill Contracting poured walls for the second floor of the apartment burn-building in November. The shoring for the apartment burn-building roof is complete. Rebar installation and the concrete pour for the roof will follow.
- Pouring of the concrete slab and the concrete walls for the residential burn-building completed in December. The concrete slab for the storage building and the storage shelter was also poured. Barnhill Contracting continues the expansion of the existing retention pond. Boring for power to the light pole locations will begin in January as well.
- This project is 23% complete. Project milestone dates include completion of the residential burn-building in May 2025, completion of the storage & shelter buildings in June 2025, and completion of the burn-buildings in July 2025. The target completion for the project as a whole is August 2025.

5. For Information: Neill Currie HVAC Renovation (Project # 2636)

- Installation of new duct in the crawlspace is 30% complete. Piping installation in the crawlspace is 50% complete. All crawlspace lighting has been installed. Two air handler units have been set in place.
- Duct and piping installation to continue in January.
- This project is 60% complete. The target completion for this project is April 2025.

6. For Information: Building Trades Center Renovation (Project #2699)

- Riley Contracting Group completed the metal stud wall framing installation in December. Electrical conduit and mechanical ducting are also complete. Framing and insulation inspections will occur in January. Drywall installation will follow.
- The windows have been measured and ordered. Window framing arrived on the jobsite January 6, 2025. The window glass is set to arrive by January 20, 2025.
- This project is currently 33% complete. The target completion is set for June of 2025.

7. For Information: Regional Truck Driver Training Center (Project #2635)

- Phase one of the project will consist of parking facilities, sidewalks, drives, 13 acre driving pad, stormwater controls, grading, utilities, landscaping, and associated items.
- The final construction documents (CD) for this project were approved by the State Construction Office in December. The solicitation for a qualified general contractor was posted on December 9, 2024. A pre-bid meeting was held at FTCC on December 17, 2024 for contractors interested in bidding on the project. Twenty-four general contractors requested plans from the designer.
- A bid opening meeting to reveal all qualified bids for this project is to be held at FTCC on January 23, 2025.
- Our goal is to present the qualified low bidder to the Board of Trustees for approval in February. A notice to proceed to the contractor would follow in March if approved.
- Phase one will take 8 months to complete. Target start date and target completion dates are TBD.

8. For Information: Spring Lake Center Roof Replacement (Project #2898)

- The State Board of Community Colleges approved this roof replacement project on October 18, 2024. The new roof will be a PVC roofing system.
- Designer interviews for this project were conducted by FTCC in November. Fleming & Associates will be presented as the designer to the FTCC Board of Trustees for approval. A solicitation for a roofing contractor will follow designer selection approval.
- The target start date and target completion date for this project will be determined once a contractor is selected and approved by the FTCC Board of Trustees.

Finance Committee

Mr. Chandan Shankar, Chair

Due to Mr. Shankar's absence, Mr. Phillips acted as Chair for the Finance Committee.

Ms. Todd and Mr. Dunn reported:

1. For Information: Monthly Capital Project Update

The Monthly Capital Projects Summary lists all current formal projects including total budgets and details the current design contract, construction contract, and other miscellaneous amounts associated for each project. The summary includes total committed costs and available funding to commit, as well as total expenditures as a percentage of the approved project budget amounts. The report also includes capital fund balances and future capital funding needs.

Fayetteville Technical Community College
 Monthly Finance Capital Projects Update
 January 2025

NCCCS Project #	Project Name	Phase	Total Approved Project Budget	Current Design Contract	Current Construction Contract	Other Misc Contracts	Total Committed	Available To Commit	Total Committed as % of Budget	Total Project Expense To Date	Total Project Expense as a % of Budget	Construction Progress Completion	Estimated Completion Date
2634	FTCC, Cumberland County Regional Fire and Rescue Center (Phase 2)	Under Construction	\$ 20,000,000.00	\$ 1,068,350.00	\$ 13,553,414.00	\$ 243,432.95	\$ 14,865,196.95	\$ 5,134,803.05	74%	\$ 4,006,370.50	20%	23%	Aug-25
2605	Swift Water Rescue Trainer	Close-Out Approval	\$ 4,819,246.00	\$ 269,525.00	\$ 4,496,408.35	\$ 39,667.15	\$ 4,805,600.50	\$ 13,645.50	100%	\$ 4,805,600.50	100%	100%	Oct-23
2615	Nursing Education and Simulation Center (Phase 2)	Final Close-Out	\$ 3,999,999.00	\$ 267,002.50	\$ 3,246,013.94	\$ 52,986.28	\$ 3,566,002.72	\$ 433,996.28	89%	\$ 3,349,009.93	84%	100%	Sep-24
2635	Regional Truck Driver Training Center	Design	\$ 13,825,456.91	\$ 946,000.00	\$ 27,400.00	\$ 63,688.75	\$ 1,037,088.75	\$ 12,788,368.16	8%	\$ 491,261.25	4%	0%	TBD
2636	Neill Currie HVAC Renovation	Under Construction	\$ 2,108,400.00	\$ 135,500.00	\$ 1,868,400.00	\$ 1,021.22	\$ 2,004,921.22	\$ 103,478.78	95%	\$ 1,141,537.25	54%	60%	Apr-25
2676	Tiny Town Renovation	Under Construction	\$ 2,750,000.00	\$ 285,300.00	\$ 2,008,302.00	\$ 145,557.57	\$ 2,439,159.57	\$ 310,840.43	89%	\$ 2,310,214.47	84%	95%	Jan-25
2699	Building Trades Center	Under Construction	\$ 3,820,000.00	\$ 252,000.00	\$ 3,410,020.16	\$ 33,026.11	\$ 3,695,046.27	\$ 124,953.73	97%	\$ 1,292,255.19	34%	33%	Jun-25
2767	Thomas McLean HVAC Project	Final Close-Out	\$ 1,115,012.00	\$ 135,500.00	\$ 891,929.60	\$ 63,941.13	\$ 1,091,370.73	\$ 23,641.27	98%	\$ 1,086,120.73	97%	100%	Jul-24
2819	Tiny Town Phase II (Interior)	Design	\$ 282,200.00	\$ 282,200.00	\$ -	\$ -	\$ 282,200.00	\$ -	100%	\$ 39,508.00	14%	0%	TBD
2825	Continuing Ed Roof Replacement	Close-Out Approval	\$ 1,500,000.00	\$ 103,950.00	\$ 485,100.00	\$ 1,658.05	\$ 590,708.05	\$ 909,291.95	39%	\$ 590,708.05	39%	100%	Jan-25
2898	Spring Lake Roof Replacement	Pending Designer Selection	\$ 600,000.00	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00	0%	\$ -	0%	0%	TBD
Totals			\$ 54,820,313.91	\$ 3,745,327.50	\$ 29,986,988.05	\$ 644,979.21	\$ 34,377,294.76	\$ 20,443,019.15	63%	\$ 19,112,585.87	35%		

Fayetteville Technical Community College
 Monthly Finance Capital Funding Update
 January 2025

NCCCS SCIF		
	Beginning Balance	\$20,000,000.00
2615	Nursing PH II	(\$459,052.00)
2635	Truck Driving	(\$2,989,288.00)
2636	Neill Currie HVAC	(\$1,954,400.00)
2659	ATC Roof Replacement (Closed-out)	(\$929,934.76)
2677	HOS Chiller (Closed-out)	(\$933,104.32)
2699	Building Trades	(\$3,820,000.00)
2767	T. McLean HVAC	(\$250,012.00)
2825	CEC Roof Replacement	(\$1,500,000.00)
2825	CEC Roof Repl - Closeout Approval	\$909,291.95
	Current Balance	\$8,073,500.87
2615	Nursing PH II @ Closeout	\$459,052.00
2636	Neill Currie HVAC @ Closeout	\$103,478.78
2699	Building Trades @ Closeout	\$124,953.73
2767	T. McLean HVAC @ Closeout	\$23,641.27
	Potentially Available After Closeouts	\$8,784,626.65

Funding Need			
Project #	Project Name	Low	High
2819	Tiny Town PH II	\$5,000,000.00	\$7,000,000.00
N/A	Cumberland Hall Reno or Rebuild	\$20,000,000.00	\$37,000,000.00
N/A	Gym Expansion	\$3,800,000.00	\$4,000,000.00
	Total Need	\$28,800,000.00	\$48,000,000.00

County Capital Funds (Reimbursed)		
	FY24-25 Yearly Allocation	\$1,250,000.00
	FY23-24 Carryforward	\$1,633,779.50
	FY23-24 Beginning Balance	\$2,883,779.50
2605	Swift Water Reimbursed	(\$266,044.64)
2605	Swift Water Encumbered	(\$8,853.00)
2819	Tiny Town Phase II	(\$282,200.00)
2898	Spring Lake Roof Replacement	(\$600,000.00)
	Currently Available to Allocate	\$1,726,681.86

2. For Approval: Designer Selection and Contract for Project #2898, Spring Lake Center Roof Replacement – Fleming & Associates - \$56,133

The College is seeking approval of Fleming & Associates as the Design Contractor for the Spring Lake Center Roof Replacement with a bid of \$56,133.

Mr. Huff moved to approve Fleming & Associates as the Designer for the Spring Lake Center Roof Replacement. The motion was seconded by Mrs. Thompson and unanimously approved by the Board.

3. For Approval: Amended #1 – NCCCS 3-1 Project #2898, Spring Lake Center Roof Replacement – Increase Budget by \$50,000 – Total Budget: \$650,000

The College is seeking approval to increase the budget for the Spring Lake Center Roof Replacement by \$50,000, raising the total project budget to \$650,000.

Mr. Huff moved to approve a budget increase of \$50,000 for the Spring Lake Center Roof Replacement. The motion was seconded by Mrs. Thompson and unanimously approved by the Board.

4. For Approval: Final Project Closeout - NCCCS 3-1 Project #2605, Swift Water Rescue Training Center – Total Final Cost: \$4,805,600.50

The College requests approval for closeout of the NCCCS 3-1 Project #2605, Swift Water Rescue Training Center project and finalization of the project cost and sources of funding section of the 3-1.

Mr. Huff moved to approve the Swift Water Rescue Training Center project closeout. The motion was seconded by Ms. Thurman and unanimously approved by the Board.

5. For Approval: Final Project Closeout - NCCCS 3-1 Project #2825, Continuing Education Center Roof Replacement – Total Final Cost: \$590,708.05

The College requests approval for closeout of the NCCCS 3-1 Project #2825, Continuing Education Center project and finalization of the project cost and sources of funding section of the 3-1.

Mr. Huff moved to approve the closeout of the NCCCS 3-1 Project #2825, Continuing Education Center project. The motion was seconded by Ms. Thurman and unanimously approved by the Board.

6. For Information: FTCC Annual Equipment Audit

Fiscal Year 2024 Acquisition Cost total \$51,420,450.74 for 11, 221 items. There were no lost items at the System Office threshold and only two items below the System Office threshold. There were items lost or stolen below the System Office threshold totaling \$2,696.89. The percentage of lost or stolen items were below 0.01% of acquisition cost.

7. For Approval: Administrative Procedures Manual, I-19.2.2 Travel by Private Car

The College recommends employees should use a college owned vehicle if available to maximize efficiency. Employee's department budget will be charged .33 cents per mile to reimburse county funds. If an employee elects to use a personal vehicle, actual mileage can be reimbursed using the IRS rate of .70 cents per mile.

Ms. Thurman moved to approve the Administrative Procedures Manual Policy, 1-19.2.2 Travel by Private Car. The motion was seconded by Dr. Dickerson and unanimously approved by the Board.

8. For Approval: Student Activity Fee Increase

The College requests approval for an increase of the Student Activity Fee. The fee has not been increased since 2021-2022.

- Increase of \$5 from \$35 to \$40 per semester, excluding high school students.
- Decrease of \$20 from \$35 to \$15 per semester for high school students. This is due to them not being campus or unable to participate due to time frame of most events.
- This will be effective for the 2025-2026 academic year.
- Last increase was in the 2021-2022 academic year.

- North Carolina Community College State Board Code was amended effective October 1, 2024 to establish the fee to not exceed \$50 per academic term and will be indexed annually based on the unadjusted 12-month ended December Consumer Price Index percent change.
- Fee receipts shall be used to support the cost of providing student activities, including:

Student centers	Student identification cards
Student government associations	Student athletics
Student clubs	Student health services
Student enrichment and student social activities	Student accident insurance

Mr. Crosby moved to approve the Student Activity Fee Increase. The motion was seconded by Dr. Dickerson and unanimously approved by the Board.

9. For Approval: College Access, Parking and Security (CAPS) Fee Increase

The College requests approval for an increase of the College Access, Parking & Security Fee. The fee has not been increased since 2010-2011.

- Increase of \$5 from \$15 to \$20
- Effective 2025-2026 year
- No increase since inception of fee for 2010-2011 year
- Estimated increase in revenue of \$96,000
- Fee receipts shall be used to support the costs of:
 - o Acquiring, constructing and maintaining the College’s parking facilities
 - o Parking enforcement
 - o Providing student transportation
 - o Security of college property, including costs related to salaries, benefits and operating costs associated with security personnel, contracted security services, vehicles, equipment and capital improvements necessary to secure college property

Mr. Williford moved to approve the College Access, Parking and Security (CAPS) Fee Increase. The motion was seconded by Mr. Hedgepeth and unanimously approved by the Board.

Closed Session to discuss a personnel matter.

Mr. Crosby made a motion to go in closed session to discuss a personnel matter as permitted by N.C.G.S. § 143-318.11(a)(6). The motion was seconded by Mr. Williford and unanimously approved by the Board.

Closed Session

Mr. Crosby moved to come out of Closed Session. The motion was seconded by Mr. Huff unanimously approved by the Board.

Open Session

Mr. Williford moved to allot a \$1600 per week stipend for Dr. Sorrells as compensation for his additional work associated with Carolina Cyber Network. The stipend will be provided for the calendar year 2025 only. The motion was seconded by Mr. Huff and unanimously approved by the Board.

1. For Information: 2023-2024 Job Placement Report

- Job placement data was collected during the Summer and Fall 2024 semesters.
- The College had **3,732 unduplicated** and **4,924 duplicated** graduates
 - 923 were seeking employment and 65 reported they were not seeking immediate employment
 - 9 graduates could not be located
 - 2,735 elected to continue their education with 2,541 remaining at FTCC to achieve:
 - **1,570 certificate completers** are seeking a higher-level diploma or associates degree
 - **77 diploma graduates** are remaining to complete an associate’s degree
 - Of the 923 who were actively seeking employment, 792 graduates were working within 6 months of graduation, reflecting an unduplicated **85.8 Job Placement Rate**
 - 62% are employed in Cumberland County with 46.8% working within their curriculum-related fields
 - Graduate salaries averaged to \$50,192 with the highest reported salaries in:
 - Nursing (\$71,346)
 - Computer Information Technology (\$60,573)
 - Allied Health (\$50,911)
- Important messages from the **employers** and **graduates**:
 - **100%** of employer respondents were satisfied with employees who completed FTCC academic programs and further said they would consider hiring additional FTCC graduates.
 - **96.9%** of graduates were satisfied with the overall quality of their academic program and **99.4%** said they accomplished their goal(s) while at FTCC.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Murtis Worth reported:

1. For Information Only: Fall 2024 Grade Distribution Report (GDR)

The overall pass rate for Fall 2024 curriculum courses was 82%, an improvement compared to the 80% pass rate in Fall 2023. Math and Science had the most a significant improvement in their overall pass rate, mostly noted in the decrease in Withdrawals from 55% to 17% when compared to Fall 2023. The overall Nursing pass rate reflects three programs; the Associate Degree Nursing program pass rate was 97%, Practical Nursing 86%, and Funeral Services Education 90%.

Fall 2024 Curriculum Grade Distribution Report by Division (Percentage)

Fall 2024	Pass	Fail	Withdraw	Incomplete
College Average	82%	7%	11%	1%
Allied Health	91%	4%	5%	1%
Arts & Humanities	80%	8%	12%	0%
Business	84%	6%	9%	1%
Computer Information Technology	81%	8%	10%	0%
Engineering & Applied Technology	91%	4%	5%	0%
Math & Science	71%	10%	17%	2%
Nursing	89%	7%	3%	0%
Public Service	81%	7%	11%	1%

Note: Due to rounding, total percent may vary by \pm 1 percentage point.

Fall 2024 Curriculum Grade Distribution Report by Modality (Percentage)

Fall 2024	Pass	Fail	Withdraw	Incomplete
College Average	82%	7%	11%	1%
Blended	86%	6%	7%	1%
Face-to-Face	88%	4%	7%	1%
Hybrid	81%	9%	10%	0%
HyFlex	67%	19%	14%	0%
Online	77%	9%	13%	1%

Note: Due to rounding, total percent may vary by \pm 1 percentage point.

2. For Approval: Request to Change Admissions Policy on Admitting F-1 Visa Students

In an effort to align our resources and mission with the needs of our local community, it is recommended that the College to discontinue the admission of international students on F-1 visas, effective for the 2025-2026 academic year. Since 2000, only 14 of 217 enrolled F-1 visa students have graduated, with many others transferring out, failing to meet academic standards, or not enrolling after acceptance. The administrative burden of complying with complex visa regulations, coupled with limited institutional resources for international student support, has made this practice unsustainable. Additionally, the geographic location and regional reputation do not attract significant numbers of international students, and their post-graduation prospects often fall short of expectations. This shift will allow us to focus our efforts on meeting the educational needs of our local community, as outlined in our mission. During the interim, we will continue to support 20 currently enrolled F-1 students to ensure their success.

Mr. Huff made a motion to discontinue sponsoring new international students effective immediately. Mr. Williford seconded the motion and the motion was unanimously approved by a voice vote.

Foundation

Ms. Sandy Ammons

1. For Information: Foundation Update

- Cumberland Community Foundation's Giving Tuesday was held November 25 – December 4. \$87,386 was raised.
- A Grant was received in the amount of \$275,400 to support the Truck Driving Training Center.
- The Trustees Legacy Scholarship Fund received \$5,475.
- Foundation 2025 Events:
 - FTCC Foundation Scholarship Luncheon – March 7th in the Tony Rand Student Center
 - Pickleball Tournament – April 5th on the FTCC Pickleball Courts
 - Bluegrass and BBQ – October 16

SGA Report

Mr. Jeremy Hidalgo, SGA President

- Tamika Munn is our new Student Activities Specialist.
- SGA has a full events calendar planned for this semester.

- The SGA will be running elections with the hopes of filling the final 2 spots for our SGA Executive Board:
 - Sergeant at Arms
 - Parliamentarian
- I was honored to speak at New Student Orientation Session that were held on January 9th and 10th.

President's Report

Dr. Mark Sorrells

Dr. Sorrells gave an update of College activities.

Next Board Meeting – Monday, February 17, 2025

2025 ACCT National Legislative Summit

Sunday, February 9 – Wednesday, February 12, 2025 Washington DC, Marriott Marquis

2025 NCACCT Law-Legislative Seminar

Wednesday, March 19 – Friday, March 21, 2025 Raleigh, Marriott City Center

Adjournment

Mr. William Hedgepeth, Chair