

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE MINUTES OF THE BOARD OF TRUSTEES

March 28, 2025

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

Members Present

Mr. William L. Hedgepeth, Ms. Caroline Benavente, Mr. Ralph Huff, Dr. Andrea Dickerson, Mr. Charles E. Koonce, Mr. Chandan Shankar, Ms. Tammy Thurman, Mr. David R. Williford, and Mr. Jeremy Hidalgo.

Members Absent

Mr. Ron C. Crosby Jr., Mr. Christopher Bullard, Mr. Adam Phillips, Mrs. Esther R. Thompson

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 for Human Resources and Institutional Effectiveness Carl Mitchell, Vice President for Facilities and Support Services Kevin Paul, Vice President for Academic Support Services & Civic Engagement Dr. DeSandra Washington, Chief of Staff/Vice President for Strategic Initiatives Dr. Tiffany Watts, Executive Director for 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. Huff moved to approve the Board of Trustees Meeting Minutes from February 17, 2025 and March 6 Special Called Meeting. The motion was seconded by Mrs. Benavente and unanimously approved by the Board.

Committee Reports:

Mr. Paul reported:

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

- Additional funding for this project was approved by the FTCC Board of Trustees at the March 6, 2025 Special Called Meeting. The project was converted into a State Construction Office oversight project, and a new design contract with HH Architecture was executed.
- The Schematic Design (SD) and Design Development (DD) phases for the interior of the Tiny Town building continued in March.
- Our goal is to complete all phases of design and have this project out to bid for a contractor before the end of 2025.

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

- Barnhill Contracting completed the concrete pour for the roof slab and curb for the residential burn building. They will begin installing fire lining in the residential burn building in March.
- Fire lining installation in the first floor of the apartment burn building is complete. Barnhill Contracting will finish fire lining installation on the second floor in March. The assembly of the pre-fabricated metal building started in March. Sitework for the west site asphalt drive is also underway.
- This project is 53% 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 apartment burn building in July 2025. The target completion for the project as a whole is August 2025.

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

- Installation of new duct and piping in the crawlspace of Neill Currie continues through March. Eighty percent of the duct and pipe insulation has been completed for air handler units 1 & 3. Air handler units are set in place.
- Structural steel and floor plates have been installed where existing floor vents were abandoned.
- This project is 71% complete. The target completion for this project is April 2025.

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

- Riley Contracting Group will complete ceramic tile installation in the restrooms in March. Plumbing fixture installation will follow. The ceiling grid along with overhead lighting will be installed in March.
- The aluminum composite material panels (ACM) have been fabricated for the exterior of the building. The majority of the ACM panels are onsite. The remaining panels are set to be delivered to the job site in April. The ACM panels will be installed in April.
- FTCC anticipates conditional power to the Building Trades Center by the end of March. Conditioning of the building and floor installation will follow.
- This project is currently 60% complete. The target completion is set for June of 2025.

5. 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 State Construction Office issued the project award letter to Allen Grading Company on March 11, 2025.
- A notice to proceed was issued to Allen Grading Company in March. Clearing of the project site will begin in March.
- Phase one of this project will take 8 months to complete. The target start is set for March 2025, and the target completion is set for November 2025.

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

- The Spring Lake Center roof replacement project will consist of removing the existing roof membrane and replacing it with a PVC roofing system.
- Fleming & Associates completed the Schematic Design and Design Development phases of this project in March. FTCC anticipates receiving the Construction Documents for this project in March. A solicitation for a roofing contractor will follow completion of the all phases of design for the roof replacement.
- 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

Ms. Todd and Mr. Dunn reported:

1. For Approval: NCCCS 3-1P Deavers Street Sidewalk Easement Requested by City of Fayetteville, offer \$1,044.29

The City of Fayetteville has approved a sidewalk project for Skye Drive. To complete the project, the City will need to acquire easements from the surrounding property owners to enable construction and installation of the sidewalk. The City is requesting approximately 773 square feet in the form of a permanent sidewalk easement and 365 square feet in the form of a temporary construction easement on FTCC property and is offering \$1,044.29 as compensation.

Mr. Huff moved to approve the NCCCS 3-1P Deavers Street Sidewalk Easement Requested by the City of Fayetteville. The motion was seconded by Ms. Thurman and unanimously approved by the Board by roll-call vote with 7 votes in the affirmative. Mrs. Benavente abstained from the vote due to a conflict of interest.

2. 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
March 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	\$ 11,553,414.00	\$ 248,848.99	\$ 12,870,612.99	\$ 7,129,387.01	64%	\$ 6,617,783.19	33%	53%	Aug-25
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%	\$ 3,563,252.72	89%	100%	Sep-24
2635	Regional Truck Driver Training Center	PHI: Pending GC Contract Execution PHII: Design	\$ 13,825,456.91	\$ 946,000.00	\$ 9,937,400.00	\$ 562,797.93	\$ 11,446,197.93	\$ 2,379,258.98	83%	\$ 491,384.43	4%	0%	Nov-25
2636	Neill Currie HVAC Renovation	Under Construction	\$ 2,108,400.00	\$ 135,500.00	\$ 1,886,397.00	\$ 1,021.22	\$ 2,022,918.22	\$ 85,481.78	96%	\$ 1,637,164.59	78%	71%	Apr-25
2676	Tiny Town Renovation	Final Close-Out	\$ 2,750,000.00	\$ 285,300.00	\$ 2,008,302.00	\$ 145,557.57	\$ 2,439,159.57	\$ 310,840.43	89%	\$ 2,439,159.57	89%	95%	Feb-25
2699	Building Trades Center	Under Construction	\$ 3,820,000.00	\$ 252,000.00	\$ 3,415,125.59	\$ 33,336.11	\$ 3,700,461.70	\$ 119,538.30	97%	\$ 2,316,465.91	61%	60%	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	\$ 7,200,000.00	\$ 645,900.00	\$ -	\$ -	\$ 645,900.00	\$ 6,554,100.00	9%	\$ 75,285.00	1%	0%	TBD
2898	Spring Lake Roof Replacement	Design	\$ 650,000.00	\$ 56,113.00	\$ -	\$ -	\$ 56,113.00	\$ 593,887.00	9%	\$ -	0%	0%	TBD
Totals			\$ 55,468,867.91	\$ 3,791,665.50	\$ 32,938,582.13	\$ 1,108,489.23	\$ 37,838,736.86	\$ 17,630,131.05	68%	\$ 18,226,616.14	33%		

Fayetteville Technical Community College
Monthly Finance Capital Funding Update
March 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 (Closed-out)	(\$590,708.05)
2819	Tiny Town Phase II	(\$6,200,000.00)
	Current Balance	\$1,873,500.87
2615	Nursing PH II @ Closeout	\$459,052.00
2636	Neill Currie HVAC @ Closeout	\$85,481.78
2699	Building Trades @ Closeout	\$119,538.30
2767	T. McLean HVAC @ Closeout	\$23,641.27
	Potentially Available After Closeouts	\$2,561,214.22

Funding Need			
Project #	Project Name	Low	High
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	\$23,800,000.00	\$41,000,000.00

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	(\$274,897.64)
2819	Tiny Town Phase II	(\$1,000,000.00)
2898	Spring Lake Roof Repacement	(\$650,000.00)
	Currently Available to Allocate	\$958,881.86

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Murtis Worth reported:

1. For Acceptance: FTCC's Continuing Education Accountability Plan Term Report for August 15, 2024 through December 31, 2024.

The College's Continuing Education Accountability and Integrity Plan was last reviewed and adopted in September 2022. The plan defines a system of checks and balances to prevent and detect errors or irregularities when reporting hours for FTE purposes and establishes a framework for defining program quality and improvement procedures. A class visitation plan is required as part of the Continuing Education Accountability and Integrity Plan as referenced in 1G SBCCC400.3(C)(2).

- During the Fall semester, FTCC offered a total of 1241 classes through Corporate & Continuing Education (CCE). The breakdown is as follows: 864 Occupational Extension; 253 Self-Supporting; 87 Career & College Readiness; 25 Customized Training; and 12 Human Resources Development Courses.
- FTCC's Accountability and Credibility Policy and Guidelines states – at least 25% of on-campus and 50% of off-campus classes are to be visited for verification. The number of classes requiring

verification under the Continuing Education Accountability and Credibility Guidelines for the term was 329.

- c. CCE staff visited a total of 472 continuing education classes, which exceeds the required target for verification visits. All were found to be in-compliance.
- d. Verification criteria used during the compliance visits included: instructor presence; proper course titles; accurate headcount of students registered and present; attendance sheets were checked; and location and time as well as start/end dates for classes were confirmed.

2. For Approval: Credit Hours in Relationship to Class, Laboratory, and/or Clinical Hours

Request to update the Credit Hour policy to define and ensure the consistent application of the federal definition of a credit hour, as outlined in 34 CFR § 600.2, and to establish guidelines for the assignment of credit hours for all curriculum instructional activities.

Foundation

Ms. Sandy Ammons

1. For Information: Foundation Update

- Trustee Scholarship Update – The Scholarship is now fully funded and distribution will begin in Fall of 2025
- Major Gifts - \$200,000 received from the Cannon Foundation and \$25,000 from Duke for the Line Worker Program
- Upcoming Events – The Gates Four Golf Tournament

SGA Report

Mr. Jeremy Hidalgo, SGA President

Mr. Hidalgo reported:

Our SGA Executive Board has just returned from the N4CSGA Spring Conference, where we gathered with our neighboring community colleges and connected with their SGAs. The workshops were very helpful and getting to learn and share experiences with them has not only brought new ideas for us but also helped them make their schools better.

The SGA has worked hard all semester connecting with students to better advocate on their behalf. We are excited to share that we have been able to extend the Café hours to 8:00am – 3:00pm for the month of March. We will use this trial period to collect data and see if we can extend the hours of operation permanently.

The SGA executive board has been attending many events across campus to not only show support but also assist when needed. We have also hosted many events, most recently a Talent Show, Bingo, Sip & Paint, and Student Empowerment Conference. We have really seen an increase in student engagement as well as an increase in new student involvement.

Mr. Hidalgo was elected as Local Interactions Chair for the 2025-2026 Term for the N4CSGA Executive Board. He had the opportunity to serve on the student panel at the 2025 Joint Conference of the NCACCIA and NCSDA and was able to attend the FTCC rebranding Panel.

Mr. Hidalgo thanked the Board and FTCC for creating the standard that has allowed him to be the recipient of the Darryl Mitchell Award at the N4CSGA Spring Conference. He also thanked Dr. Sorrells for being a great role model and for setting the example of the kind of leader he strives to be every day.

Again, thank you for everything you do for the SGA and FTCC. This concludes my SGA Report.

President's Report

Dr. Mark Sorrells

Dr. Sorrells gave an update of College activities.

Next Board Meeting –Monday, April 21, 2025

Adjournment

Mr. William Hedgepeth, Chair