

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

September 16, 2024

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

Members Present

Mr. William L. Hedgepeth, Mr. Ron C. Crosby Jr., Ms. Caroline Gregory, Mr. Christopher Bullard, Mr. Charles E. Koonce, Mrs. Esther R. Thompson, Ms. Tammy Thurman, Mr. David R. Williford and Mr. Jeremy Hidalgo.

Members Absent

Mr. Ralph Huff, Mr. Adam Phillips, 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 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, Associate Vice President for Business and Finance - Operations Todd Dunn, Executive Director for Marketing and Public Relations Catherine Pritchard, Executive Director for the Foundation and Institutional Advancement Sandy Ammons, Executive Assistant to the President Tracy Verrier, and Secretary to the President Michelle Johnson.

Special Guests

Hannah Pless, Director of Student Activities
(Mark) Piper Hutchens, Coordinator-High School Connections

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.

Dr. Sorrells addressed the board concerning the day and time of the Board Meetings. It was agreed that the meetings would remain scheduled on Mondays. The time would change from 10:00 am to 10:30 am.

Approval of Minutes

Mr. William Hedgepeth, Board Chair

Mr. Koonce moved to approve the Board of Trustees Meeting Minutes from August 19, 2024. The motion was seconded by Mr. Crosby and unanimously approved by the Board.

Committee Reports:

Building and Grounds Committee

Mr. Charles J. Harrell, Chair

Due to Mr. Harrell's absence, Mr. Williford acted as Chair for the Building and Grounds Committee.

Mr. Paul reported:

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

- Ceiling tiles, luxury vinyl plank (LVP), and carpet square flooring has been installed.
- Temporary Certificate of Occupancy has been obtained. The office furniture has been delivered and installed. The Nursing Education Annex ribbon cutting event was held today, September 16, 2024.
- The project is 98% complete. The final punch list items and closeout documentation remain before the project is fully completed.

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

- Final coating of the exterior insulation finishing system (EIFS) are being applied. The roof coping installation is complete.
- Startup of the air handler unit (AHU) was completed the week of September 3, 2024.
- Natural gas pressure reducing regulator has been installed.
- The project is 95% complete. Target completion is September 2024.

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

- HH Architecture conducted a site inspection August 28, 2024 of the Tiny Town facility. All program areas have been selected that will occupy the building.
- The Schematic Design (SD) phase of the interior of the Tiny Town building will continue through November 12, 2024.

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

- Site plan approval, North Carolina Department of Environmental Quality (NCDEQ) permit, and building permits were issued in August 2024. A notice to proceed was issued to Barnhill Contracting on August 19, 2024.
- Propane tanks and the Aircraft Simulator were moved in August. A temporary fence and erosion control fencing have been installed. Barnhill Contracting is set to start earthwork September 16, 2024.
- The groundbreaking ceremony is scheduled for October 1, 2024 at 11:00 a.m.
- 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 tower buildings in July 2025.

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

- The HVAC contractor has placed a storage container in parking lot 22A for project materials.
- Air handler units are ordered and the target ship date is October 29, 2024. Target completion is April 2025.

6. For Information: Thomas McLean Administration Building HVAC (Project #2767)

- The final punch list and closeout documents must be completed before the project can be closed out.

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

- A notice to proceed was issued to Riley Contracting Group on August 26, 2024.
- Riley Contracting Group has a temporary fence in place. Demolition of the interior is underway and a dumpster is on site.
- Terracon Consultants Inc. located five extraction points within the Building Trades Center. Three-inch holes were drilled at each extraction point, five vent riser locations were installed, and initial testing was completed. The sub slab depressurization system (SSDS) will be designed in September.
- The projected time in construction will be 8 months. A target completion date will be contingent on SSDS installation.

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

- Phase I of the project will consist of parking facilities, sidewalks, drives, 13 acre driving pad, stormwater controls, grading, utilities, landscaping, and associated items.
- The construction documents (CD) for phase one of this project were submitted to the State Construction Office (SCO) on August 30th, 2024. Crawford Design will begin the permit process in September.
- Our goal is to have this project ready for bidding in November.
- Phase I will take 8 months to complete. Target start date and target completion dates are TBD.

9. For Information: Continuing Education Center Roof Replacement (Project #2825)

- The roof replacement project was approved by the State Board in March. The new roof will be a PVC roofing system. Additional repairs include demo and repair of the mechanical screen wall, sealant of joints on the roof, and pressure washing of the Continuing Education Center.
- Triangle Roofing was issued a notice to proceed for September 5, 2024. Roofing material has been delivered. Rock removal from the roof is underway.
- The target completion date of this project is January 2025.

10. For Approval – Easement Request by the City of Fayetteville

- The City of Fayetteville requests a permanent easement for 8.33 square feet of FTCC property for sidewalk improvement and temporary access to a little less than 11 square feet. The small area is located along Fort Bragg Road at the College Automotive Service Annex and is close to the property boundary with the former Nationwide Transmission shop. The area of the easement is in the highlighted square in the attached photograph. The City of Fayetteville is offering us \$200 in compensation for the permanent easement and \$100 for the temporary access.

Ms. Thompson moved to approve the Easement Request by the City of Fayetteville. The motion was seconded by Ms. Thurman and unanimously approved by the Board.

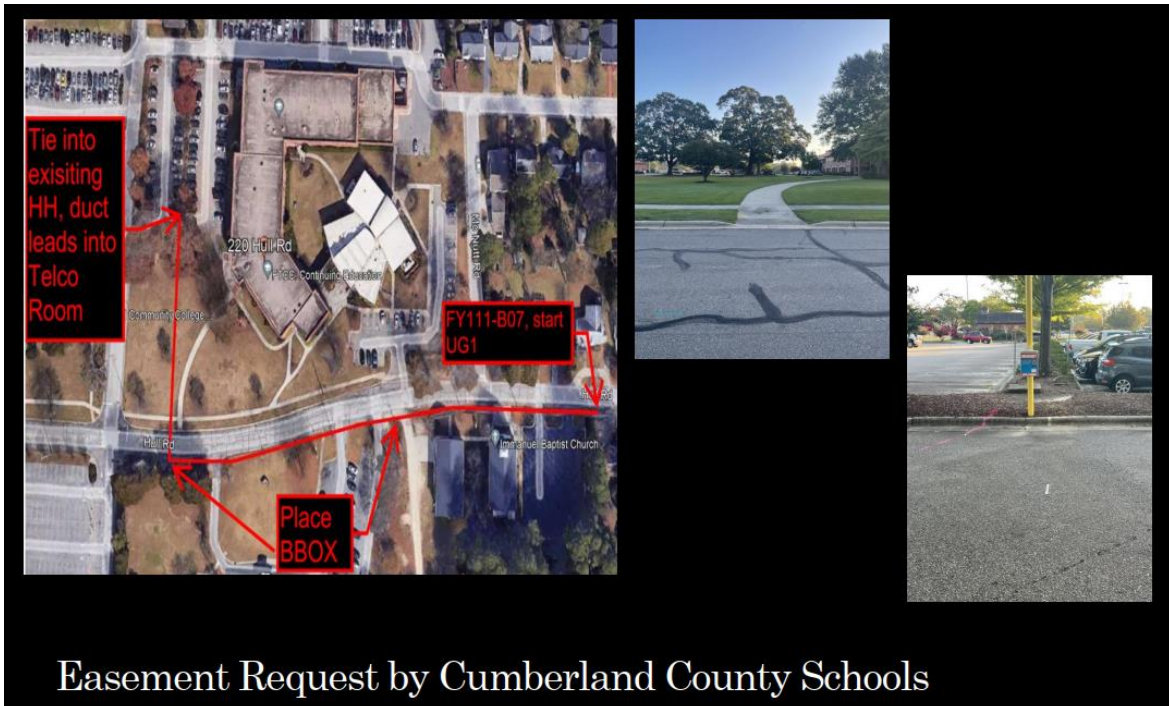


Easement Request by the City of Fayetteville

11. For Approval – Easement Request by Cumberland County Schools

- Cumberland County Schools is requesting a permanent easement to allow Metronet to place underground facilities associated with installing fiber optic cable. This fiber optic cable will deliver fiber service to the Cumberland Polytechnic High School. The area of the easement is drawn on the attached photograph of Hull Road, indicated as the section leaving Hull Road heading north to an existing FTCC handhole on the south end of parking lot 23 and to the west of the Continuing Education Center.

The item was withdrawn for additional due diligence prior to consideration at this time.



Easement Request by Cumberland County Schools

Due to Mr. Shankar's absence, Mr. Crosby 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, uncommitted funding, as well as total expenditures as a percentage of the approved project budget. The report also includes capital fund balances and future capital funding needs.

2. For Approval: New Project – NCCCS 3-1 Project #2898, Spring Lake Center Roof Replacement - \$600,000 County Capital

The Spring Lake Center roof replacement requires approximately 43,000 sq. foot single-ply polyvinyl chloride (PVC) membrane, which is original to the building constructed in 2004. The roof type will remain the same, single-ply PVC membrane. There appears to have been hail damage and FTCC intends to file an insurance claim. County Capital Aid will be budgeted for this project; however, if the insurance claim is approved, an amended NCCCS 3-1 will be submitted to update the source of funds.

Mr. Williford moved to approve the Spring Lake Center roof replacement. The motion was seconded by Mr. Koonce and unanimously approved by the Board.

3. For Information: 2024-2025 State Budget Update

State legislators did not approve an adjusted 2024-2025 State Budget covering funds for the NCCCS enrollment growth earned during 2023-24. The 2024-2025 budget will be based on the approved baseline budget amount of \$82,636,307. FTCC's allotted FTE budget with enrollment growth is \$84,684,962. The potential amount of additional funds for 2024-2025 will be \$2,048,655 which equates to a 2.5% increase over last year. The approved FTE baseline budget of \$82,636,307 does include the 3% salary increase for state employees.

4. For Information: Employee Assistance Program Report for services during 2023-2024

Cape Fear Valley Hospital's Employee Assistance Program (EAP) has provided their annual report of EAP services provided to students, faculty and staff from August 1 2023 to July 31, 2024.

The Utilization Report, see table below, from Cape Fear Valley Hospital's EAP staff reflects the number of faculty, staff, administration, and/or family members assisted during the 2023-2024 year. Note that 12 cases are continuing and remain open at this time.

Utilization Report

For Fayetteville Technical Community College

For the Period: August 1, 2023 – July 31, 2024

	Number:
Returning Clients	3
Cases Opened	25
Total New and Reopened Cases	28
Employee Cases	11
Student Cases	9
Child	1
Spouse	0
Contact Hours for Cases in Period	128
Cases Currently Open	12

5. For Approval: Cape Fear Valley Health System Student and Employee Assistance Program for services during 2024-2025

The Cape Fear Valley Health System’s Employee/Student Assistance Program provides counseling services to students, employees and/or family members at no cost to referred participants. The College recommends approval of \$31,000 for cost of services. The hospital has continued to maintain the current contracted rate from last year for services in the upcoming period of August 1, 2024 to July 31, 2025.

Mr. Koonce moved to approve the Cape Fear Valley Health System Employee/Student and Assistance Program. The motion was seconded by Mr. Williford. The motion was unanimously approved by the Board.

6. For Acceptance: FTCC Foundation, Inc. Audit Report for Fiscal Year Ended June 30, 2024

The independent auditor’s opinion states that the financial statements present fairly, in all material respects, the financial position of Fayetteville Technical College Foundation, Inc. as of June 30, 2024 and 2023. The changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Mr. Williford moved to accept the Fayetteville Technical Community College Foundation, Inc., Independent Auditor’s Report. The motion was seconded by Mr. Koonce and was unanimously approved by the board.

Due to Mrs. Tucker's departure from the board, Mrs. Thompson acted as Chair for the Planning Committee.

Mr. Mitchell reported:

1. For Approval: Revision to the College Mission Statement

- **Current mission statement**

"Serve our community as a learning-centered institution to build a globally competitive workforce that supports economic development"

- **Proposed mission statement**

"Serve as a student-centered institution focused on building a highly-skilled workforce fueling economic growth."

Mr. Crosby moved to approve the Revision to the College Mission Statement. The motion was seconded by Mr. Koonce and was unanimously approved by the board.

2. For Approval: Modification of Institutional Goals

- Increase the number of students earning degrees, ~~diplomas, and/or certificates by responding to student and community needs and successfully preparing students for transfer to continue their education and/or their career goals~~ or short-term workforce credentials that align with high demand employment.
- Maintain a culture of quality customer service and continuous improvement.
- Ensure fiscal responsibility, accountability and financial stability.
- Focus on improving the economic mobility of citizens ~~in Cumberland County, and the region,~~ through workforce preparedness ~~that aligns~~ aligned with ~~business needs supporting economic development initiatives~~ industry needs.

Mr. Crosby moved to approve the modification of Institutional Goals. The motion was seconded by Mr. Koonce and was unanimously approved by the board.

3. For Approval: 2024 – 2029 Strategic Plan

- This year the Strategic Plan has changed from a 27-page narrative plan to a modern digital format designed to quickly capture the reader's interest. It provides clarity of our mission, purpose, and vision statements in support of our students, faculty, staff, employers, and the community.
- The revised plan articulates our values, strategic priorities, institutional goals and our strong collective belief "*we are better together*".

Ms. Gregory moved to approve the 2024 – 2029 Strategic Plan. The motion was seconded by Mr. Crosby and was unanimously approved by the board.

4. For Reaffirmation: College's Purpose Statement

The Purpose Statement remains unchanged from the previous version reaffirmed by the Board of Trustees on February 19, 2024 (provided as an attachment).

Mr. Williford moved to reaffirm the College's Purpose Statement. The motion was seconded by Mr.

Bullard and was unanimously approved by the board.

5. For Reaffirmation: College's General Education Core Competencies

The General Education Core Competencies remains unchanged from the previous version approved by the Board of Trustees on February 19, 2024.

Mr. Williford moved to reaffirm the College's General Education Core Competencies. The motion was seconded by Mr. Bullard and was unanimously approved by the board.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Murtis Worth reported:

1. For Approval: Building Trades Major Construction Project for 2024-2025

The Fayetteville Area Habitat for Humanity and the Kingdom Community Development Corporation in Spring Lake have requested to partner again with the FTCC Building Construction Trades programs to construct homes during the 2024-2025 fiscal year.

The number of homes to be constructed this year has not yet been provided. These live projects give our students practical on-the-job learning experiences that are invaluable to the overall goal of supplying our community and region with a pool of highly skilled workers from the Building Trades, Plumbing, and Electrical programs.

Ms. Thurman moved to approve the Building Trades Major Construction Project for 2024-2025. The motion was seconded by Ms. Thompson and unanimously approved by the Board.

2. For Information: Dual Enrollment Students

Last month, the U.S. Department of Education released new IPEDS data that, for the first time ever, provides college-level data of high school dual enrollment students across postsecondary sectors and states.

In North Carolina, dual enrollment students are synonymous with the Career and College Promise program. Career and College Promise (CCP) offers high school students' tuition-free college course credits. With these credits, students can earn an associate's degree, transfer to a four-year institution, attain career credentials, or achieve a combination of these outcomes before completing high school. There are three pathways to post-high school success: College Transfer, Career and Technical Education, and Cooperative Innovative High Schools (Cumberland Polytechnic High School).

Nationally, community colleges enrolled the majority of high school dual enrollment students (72%), followed by public four-year and private nonprofit four-year colleges. The size of dual enrollment differ substantially across the states, ranging from 6% to 57% of community college undergraduate headcount. In 2022-23, dual enrollment students in North Carolina represented an average of 24% of the curriculum student headcount among community colleges; at Fayetteville Technical Community College (FTCC), dual enrollment students represent 13% (1825 students) of curriculum enrollment.

Table 1. Dual Enrollment of Like-Size Community Colleges: Curriculum Enrollment

Community College	% Dual Enrollment	Dual Enrollment	Annualized CU Enrollment
Forsyth Technical Community College	15%	1,625	11,161
Fayetteville Technical Community College	13%	1,825	14,134
Guilford Technical Community College	16%	2,409	14,712

Table 2. Dual Enrollment by Like-Size K-12 Enrollment

Community College	% Dual Enrollment Annualized K-12 Enrollment	Dual Enrollment	Annualized K-12 Enrollment
Gaston College*	7%	2,697	41,339
South Piedmont Community College*	5%	2,237	44,298
Fayetteville Technical Community College	4%	1,825	48,468
Rowan-Cabarrus Community College*	6%	3,015	52,774

* Serve two K-12 districts

Table 3. 2022-23 Dual Enrollment Students by race/ethnicity and gender.

	CCS	FTCC		NCCCS		U.S. Overall	
	K-12	% of DE Students	% of CU students	% of DE Students	% of CU students	% of DE Students	% of CU students
Black	46%	31%	38%	15%	22%	8%	13%
White	24%	41%	34%	56%	52%	52%	45%
Hispanic	17%	14%	14%	14%	11%	20%	22%
Asian	2%	5%	2%	5%	4%	6%	7%
Native American	1.26%	2%	3%	1%	1%	1%	1%
Hawaiian/Pacific	0.47%	0%	1%	NR	NR	NR	NR
Two or more races	9.5%	6%	5%	2%	4%	4%	4%
Men	51%	40%	39%	40%	40%	43%	42%
Women	49%	60%	61%	60%	60%	57%	58%

SGA Report

Mr. Jeremy Hidalgo, SGA President

Mr. Hidalgo reported:

The SGA members are super excited to welcome our new Student Activities Director, Mrs. Hannah Pless! We are excited for what she has in store for us and look forward to her leading the charge. The SGA will be having our first Town Hall meeting on September 25, 2024. We look forward to hearing all the new ideas that clubs and organizations have for us this year.

Fall Fest was on September 12, 2024 and was a big hit. We had lots of students attend and they were able to enjoy all the fun activities and delicious food that was available.

In addition to Fall Fest, we are gearing up for Wellness Week, where we will challenge students to participate in different ways to seek healthier and alternative ways to help reinvigorate the student mind and body. We are also excited to participate in the upcoming Pizza with the President on the 23rd.

We are actively recruiting new members and potential future board candidates for the SGA executive board.

The SGA is receiving information from students on future events they would like to have on campus. This information will be passed on to the new SGA board. Our goal this year will be to cover many topics such as, food insecurity and increasing café hours.

Again, thank you for everything you do for the SGA and THE FTCC.

Foundation

Ms. Sandy Ammons

Ms. Sandy Ammons reported:

1. For Information: Foundation Update

- The Campus Fund Drive hit a new record of giving raising \$93,650 from 542 donors. This compares to \$65,344 from 491 donors in 2023.
- Donations have been received from several current and former trustees for the FTCC Trustee Endowed Scholarship.
- The Estate Planning luncheon will be held on September 25, 2024. The event is sponsored by First Citizens Wealth Management.
- The Color Run is scheduled for October 12, 2024. There is still time to register to run/walk or volunteer.
- The volleyball campaign exceeded its goal of raising \$16,000, hitting \$19,033. The funds were used to take the team to a tournament in New York City. A matching gift of \$8,000 was included in the total.

President's Report

Dr. Mark Sorrells

Cyber Security Update

Mr. David Sullivan presented:

FTCC's Management Information Services (MIS) department manages over 6,000 laptop and desktop computers which utilize approximately 160 servers. MIS maintains 300,000 unique records. The liability cost for any records lost, is around \$1,000 per record.

1.

Cybersecurity: Protecting the College's Data and Computing Systems

2.

Assets Managed by MIS

- Over 6,000 laptops and desktops
- 160 servers located on campus (mostly virtual servers)
- Substantial cloud-based storage – over 300,000 unique records stored and encrypted.

3.

Center for Internet Security (CIS) Controls

- Developed specific cybersecurity controls intended to:
 - Defend against today's top cyber threats
 - Comply with industry regulations
 - Achieve cyber hygiene
 - Alignment of security efforts with business goals
 - Abide by the law
- Of these controls, the State Board of Community Colleges Code requires implementation of the basic level of controls and encourages the implementation of all CIS controls.

4.



5.

Status of CIS Control Implementation

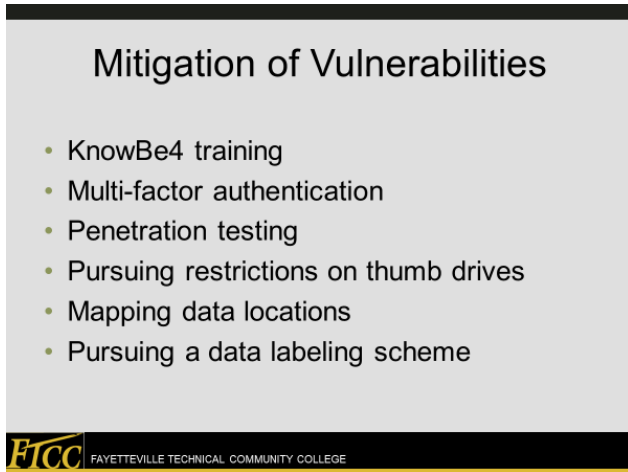
CIS Controls	Controls per Group	Not Implemented; Not Effective	Partially Implemented; Not Effective	Partially Implemented; Partially Effective	Fully Implemented; Partially Effective	Fully Implemented; Fully Effective
Basic	56	5	23	26	2	0
Intermediate	75	38	22	14	1	0
Advanced	23	15	5	3	0	0

6.

Mitigation of Vulnerabilities

- Host-based firewalls on PCs
- DeepFreeze in labs (reset after each login)
- Network intrusion detection system monitoring from NCREN, Arctic Wolf
- Application-level next generation firewalls to prevent external threats
- Patching SOP; three teams working daily on patching internal systems and PCs—Continuous process of updating and re-imaging PCs
- Software vetting before purchase/install to ensure compliance

7.

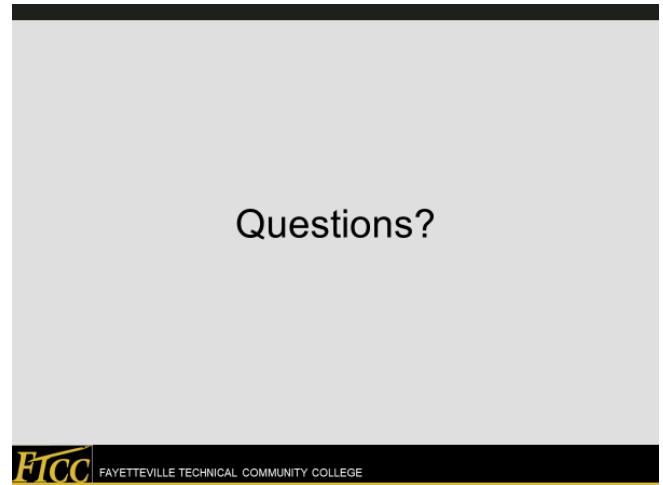


Mitigation of Vulnerabilities

- KnowBe4 training
- Multi-factor authentication
- Penetration testing
- Pursuing restrictions on thumb drives
- Mapping data locations
- Pursuing a data labeling scheme

FtCC FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

8.



Questions?

FtCC FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

State of the College Video

See President’s Written Report

Next Board Meeting – Monday, October 21, 2024

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