

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

November 21, 2022

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

Members Present

Mr. David R. Williford, Mr. Ron C. Crosby Jr., Mr. Charles J. Harrell, Mr. Charles E. Koonce, Dr. Linwood Powell, Mrs. Esther R. Thompson, Ms. Tammy Thurman, Mrs. Suzannah Tucker, Mr. William S. Wellons, and SGA President Heather Spexarth.

Members Absent

Mr. Chandan Shankar
Mr. William L. Hedgepeth
W. Lockett Tally

FTCC Personnel Present

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 Human Resources and Institutional Effectiveness Carl Mitchell, Vice President for Facilities and Support Services Richard Lee, Executive Director of Marketing and Public Relations Catherine Pritchard, Executive Director for the Foundation Sandy Ammons, Secretary to the President Michelle Johnson, and Audio Visual Engineer Justin Longley.

Special Guests

Executive Assistant to the Chancellor of FSU Monika Morris
SGA President-Elect Angelina Robinson.

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 Statement. No conflicts of interest were identified.

Approval of Minutes October 17, 2022 Meeting

Mr. David R. Williford, Board Chair

Mr. Harrell moved to approve the Board of Trustees Meeting Minutes. The motion was seconded by Dr. Powell and was unanimously approved by the Board.

Special Presentation

Ms. Morris was recognized to honor Dr. Keen and present a video of greetings from FSU Chancellor Allison and expressions of gratitude from former FTCC students who transferred to FSU as Keen Scholars.

Committee Reports:

Building and Grounds Committee

Mr. Charles J. Harrell, Chair

Mr. Lee reported on the following:

1. Update on the Nursing Education and Simulation Center Phase I (Project #2546 - Information Only)

Job closeout debrief:

- Total budget \$2,043,394
- Project savings \$48,073.36
- Scheduled completion date November 7, 2022
- Actual completion date November 7, 2022

2. Update on the Swift Water Rescue Trainer (Project #2605 – Information Only)

Work to be performed in the next 30 days:

- Finish building pad
- Complete installation of footing and set anchor bolts
- Start underground utilities
- Start floor slab

3. Update on Softball Field (Project (Project #2592 - Information Only)

Project close-out:

- Total budget \$2,632,313
- Project savings \$37,827.97
- Scheduled completion date November 7, 2022
- Actual completion date November 16, 2022

4. Update on Culinary Renovation (Project #2556 - Information Only)

Project close-out:

- Total budget \$934,238.46
- Project savings \$19,144.76
- Scheduled completion date October 31, 2022
- Actual completion date November 1, 2022

5. Update on YMCA Basement Flood (Information Only)

- Electrical drawings have been submitted to the City of Fayetteville Inspection Department for review
- Replacement disconnects have been ordered
- Awaiting approval from inspection department before ordering replacement boiler
- FTCC is receiving bids for electrical work

6. Approval of Administrative Procedures Manual 1-9.2.1 Maternity-Nursing Mother Lounge

A Nursing Mothers' Lounge has been established on campus. This space will allow mothers to breastfeed or express milk comfortably without interruption. The lounge is located in the Nursing Education and Simulation Center, Room 139. It is available on a first-come, first-served basis.

Mr. Harrell moved to approve the updated language for the Administrative Procedures Manual 1-9.2.1 Maternity-Nursing Mother Lounge. The motion was seconded by Mr. Wellons and unanimously approved by the Board.

7. Update on General Contractor for Neill Currie and Thomas McLean HVAC Renovations (Project #2636 – Information Only)

The College is unable to procure, receive and install the equipment prior to expiration of the funds allocated for the project and therefore postponing the project. The funding will be re-appropriated to avoid having to return the funding to the federal government. However, the College will utilize a portion of the funds to cover the cost of the design drawings.

Finance Committee

Mr. William L. Hedgepeth II, Chair

Mrs. Deaver reported:

1. Approval of Administrative Procedures Manual Policy, I-9.6 Bereavement Leave

The College recommends approval for Administrative Procedures Manual Policy, I-9.6 Bereavement Leave. A full-time non-temporary employee working or on paid leave for at least one-half or more of the regularly scheduled workdays of the month immediately prior to the death of the employee's immediate family member earns 24 hours (3 days) of paid bereavement leave when a member of the full-time employee's immediate family dies. Bereavement leave does not accumulate, must be used

within 6 months of the date of the immediate family member's death, and is forfeited if not used within the 6-month period.

Mr. Harrell moved to approve the Administrative Procedures Manual Policy, I-9.6 Bereavement Leave. The motion was seconded by Ms. Thurman and unanimously approved by the Board. Mr. Williford recommended re-examining the policy after 1 year.

2. Update on Financials for College Vending and Café Operations (Information Only)

The Board was presented with updated financials for Vending and Café Operations since the College now operates its own vending and food services that were previously outsourced.

Planning Committee

Mr. Charles E. Koonce, Chair

Mr. Mitchell reported:

Update on the Annual Board of Trustees Self-Assessment Survey (Information Only)

- The attached self-assessment survey was released on October 18, 2022 for completion and submission.
- Twelve board members submitted surveys. The tabulated results were provided for review.
- SACSCOC standards specify the Board should systematically consider how well the Board is performing its duties and whether the Board could be more effective.

Program Committee

Mr. Charles E. Koonce, Chair

Dr. Sorrells reported:

1. Approval of Submission to the North Carolina Community College System Office (NCCCS) the Special Curriculum Program Application for the Early Child Care Workforce Certificate (C55820).

The Early Child Care Workforce Certificate curriculum prepares individuals to work in early childcare settings. Students will combine best practices, competency-based learning, and practice in actual settings with children 0-12 years old. Graduates should be prepared to plan and implement developmentally appropriate programs in early childcare settings. Employment opportunities include public and private childcare programs, family childcare homes, and other early childcare programs.

Mr. Koonce moved to approve the Submission of the Special Curriculum Program Application for the Early Child Care Workforce Certificate (C55820). The motion was seconded by Mr. Powell and unanimously approved by the Board.

2. Approval of Submission to the North Carolina Community College System Office (NCCCS) the Curriculum Program Application for the Entertainment Technologies Degree (25190).

The AAS in Entertainment Technologies would include courses relevant to the modern musician that are not included in the Associate in Fine Arts program, such as: electronic music, live sound, recording engineering, concert lighting, music business, entertainment/copyright law, songwriting and more. Graduates of the Entertainment Technologies program will matriculate with a wide range of skills, which will make them eligible for a vast assortment of jobs. Only two other Community Colleges in North Carolina have this program.

Mr. Koonce moved to approve the submission of the Entertainment Technologies Degree (25190) application. The motion was seconded by Mr. Powell and unanimously approved by the Board.

3. Fall Term First 8-week session Grade Distribution Report (GDR) (Information Only)

Fall 1st 8-Weeks GDR

Fall 1st 8-Weeks 2022	Percent Pass	Percent Fail	Percent Withdraw	Percent Incomplete
College Average	82%	8%	8%	1%
Allied Health	87%	3%	6%	4%
Arts & Humanities (includes all courses and sections)	79%	10%	11%	0%
Business	83%	4%	8%	4%
Computer Information Technology	84%	9%	6%	1%
Engineering & Applied Technology	98%	0%	1%	1%
Math & Science (includes all courses and sections)	74%	11%	11%	4%
Nursing	n/a	n/a	n/a	n/a
Public Service	85%	7%	7%	0%

Fall 1st 8-Weeks GDR for Dev ENG and Dev Math

Fall 1st 8-Weeks 2022	Percent Pass	Percent Fail	Percent Withdraw	Percent Incomplete
All ENG Courses and Sections	72%	13%	15%	0%
ENG without Dev ENG 002 Sections	77%	9%	13%	0%
Dev ENG 002 Sections	60%	21%	19%	0%
All Math Courses and Sections	69%	17%	9%	5%
Math without Dev Math 003 Sections	67%	13%	12%	8%
Dev Math 003 Sections	72%	21%	5%	2%

Fall 1st 8-Weeks GDR for ACA and ACA-CTE

Fall 1 st 8-Weeks 2022	Percent Pass	Percent Fail	Percent Withdraw	Percent Incomplete
All ACA-122 Courses and Sections	83%	10%	6%	0%
All ACA-120 (CTE) Courses and Sections	87%	8%	5%	0%

Fall 1st 8-Weeks GDR by Modality

Fall 1 st 8-Weeks 2022	Percent Pass	Percent Fail	Percent Withdraw	Percent Incomplete
College Average	82%	8%	8%	1%
Blended	88%	8%	4%	0%
Face-to-Face	97%	1%	2%	1%
Hybrid	80%	9%	8%	3%
Online	80%	9%	10%	1%
Dev ENG Hybrid	70%	22%	8%	0%
Dev ENG Online	53%	20%	27%	0%
Dev Math Blended	96%	4%	0%	0%
Dev Math Online	48%	38%	10%	3%

4. Success Stories Computer Information Technology (Information Only)

- Isaac Lawson is currently a 2nd year student in the IT/Systems Security & Analysis program. He was recently hired by Kavaliro, a leader in technical, professional, and workforce solutions at Fort Bragg, NC. Isaac will be providing support for IT projects for the Army. Isaac's starting salary for this position is \$80,000/year. Isaac successfully obtained the CompTIA Security+ certification in September, 2022, and holds an active TS/SCI clearance. In addition, he has been working in the AI Data Labeling lab since the spring semester, 2022. Isaac will graduate in spring, 2023 with an Associate degree in Information Technology/Systems Security & Analysis.
- James Paul is currently a 2nd year student in the IT/Systems Security & Analysis program, and will graduate in December. He was recently hired by Lenovo as a Tier I Technical Support Technician, and will be working remotely. James was hired as a referral from Rick Thom, a 2019 graduate of the IT/Systems Security & Analysis program. James' starting salary for this position is \$70,000/year. James obtained both the CompTIA Network+ and Security+ certification this fall, and has been working in the AI Data Labeling lab since fall, 2021. James will graduate in fall 2022, with an Associate degree in Information Technology/Systems Security & Analysis. He previously completed an Associate of Arts degree from Central Carolina Community College.

SGA Report

Ms. Heather Spexarth, SGA President

Ms. Spexarth introduced the incoming SGA President, Angelina Robinson to the Board of Trustees.

Special Trustees' Business

Community College National Legislative Summit – February 5-8, 2023 in Washington D.C.

Strategic Plan Session this Spring – 2023. Mr. Williford thanked the chairman for their hard work behind the scenes.

Dr. Sorrells plans to hold another Town Hall on January 5, 2023 to field questions from faculty and staff.

President's Report

Dr. J. Larry Keen, President

Next Board Meeting – Tuesday, January 17, 2023

See Written Report

Adjournment

Mr. Harrell moved that the meeting be adjourned. The motion was seconded by Mr. Koonce and unanimously approved by the Board.

David R. Williford, Chair