

Blue Ridge Community College
Board of Trustees Meeting
January 12, 2015, 5:00 p.m.
Henderson County Campus
Patton Building, Room 150

The Board of Trustees of Blue Ridge Community College met at 5:00 p.m. on Monday, January 12, 2015, at 5:00 p.m. on the Henderson County Campus, Patton Building, Room 150.

The following members were present:

John McCormick	Chip Gould
Dee Dee Perkins	Duke Woodhull
Andrew Tate	Sandy Tallant
Patricia Jones	Bill Ramsey
Kohlan Flynn	Jeremy Gibbs
Hannah Owens	

The following members were excused:

Stan Cooper
Dave Clavier
Ken Butcher
Betty Gash

Others attending:

Molly Parkhill	Alan Stephenson	Julie Thompson
Marcia Stoneman	Chad Merrill	Ann Green
Lee Anna Haney	Peter Hemans	Carolyn Alley
Brenda Conner	Chad Donnahoo, College Attorney	
Matthew Gilley	Jacob Biba, Times News	

Chairman McCormick called the meeting to order and welcomed members, guests and introduced the new SGA President, Hannah Owens. Mr. McCormick informed the Board that Cynthia Garcia-Tamayo has accepted a new job and could not fulfill her SGA obligations.

President Parkhill introduced the College's new Director of Safety and Security, Daran Dodd.

Ethics Statement

Chairman McCormick read the following Ethics Statement:

Board Members, Madame President and financial and administrative staff:

- a. You are reminded that you have a duty to avoid all conflicts of interest, potential conflicts of interest, and appearances of conflicts of interest.

- b. Do any of you know of or anticipate any conflict of interest, potential conflict of interest or appearance of conflict of interest regarding the matters on the agenda for today's meeting?

No conflicts were reported.

Agenda

Chairman McCormick stated the following additional item will need to be added to the meeting agenda: *Under VI. New Business – C. Resolution Urging the General Assembly to Support the NC Community Colleges*

Minutes Approval

Chairman McCormick informed Trustees that the minutes from the November 10, 2014, retreat, regular session had been posted to the Board web site and closed session minutes were distributed to Trustees. Dee Dee Perkins made a motion to approve the November 10, 2014, retreat, regular session, and closed session minutes; it was seconded by Chip Gould and passed unanimously.

Curriculum Committee Report

Committee Chair, Sandy Tallant asked Vice President, Alan Stephenson to provide overview of curriculum summary to the Board. Dr. Stephenson presented a brief update on the 2013-14 program and policy changes, Fall 2014 enrollment summary, state-wide initiatives, recently approved programs, and new programs planned for Fall 2015. All questions were addressed.

Committee Chair Tallant, informed the Board that upon recommendation by the College Administration, the Curriculum Committee recommends approval to allow the College to begin a feasibility study for the Outdoor Leadership program. After discussion, the committee recommendation was approved without dissent.

Finance & Investment Committee Report

Committee Chair, Kohlan Flynn informed Trustees that the Finance & Investment Committee met on January 8, 2015. Dr. Flynn gave a brief update on the current financial condition report that was presented to the Committee. President Parkhill informed the Board that the State Auditors are on campus conducting the Annual Financial Statement Audit for year ending June 30, 2014.

Dr. Flynn presented a brief outline of the State Budget Priorities and asked President Parkhill to provide more detail information to Trustees. President Parkhill presented the following state budget priorities: closing the salary gap, closing the interest gap, closing the technology gap, year-round funding, and in-state tuition for veterans and addressed all questions. Dr. Parkhill stated that these budget priorities are endorsed by the System Office, North Carolina Association of Community College Trustees and the North Carolina Association of Community College Presidents.

Facilities Committee Report

Committee Chair, Chip Gould informed the Board that the Facilities Committee also met on January 8, 2015, and were presented with an update on the College's current capital projects and Master Facilities Plan. Mr. Gould asked Peter Hemans to provide an update on the Cafeteria project.

Peter Hemans reviewed the completed cafeteria project and invited Board Members to go by and see the newly renovated café. Mr. Hemans stated a tour of some of the campus project sites could be scheduled for Trustees at a later date.

President Parkhill reminded the Board that at the September board meeting the Trustees tentatively approved Clark-Nexsen Architectural Firm to update the College's Master Facilities Plan. Since then the College has identified additional capital projects, which requires public announcement for open-ended designer services. Dr. Parkhill stated this strategy allows the College to solicit proposals from qualified firms and select the best candidate based on their qualifications.

Dr. Parkhill informed Trustees that on November 10, 2014, the College posted an advertisement for Open-End Architectural Designer Services for a one year term with the option to extend for an additional year. The bids closed on December 10, 2014, with seven proposals submitted. The Pre-Selection Committee met on January 7, 2015 to review the submissions and graded them on an eight factor scale. Dr. Parkhill stated that the Facilities Committee then reviewed the analysis breakdown on the seven proposals received and chose an architectural firm for recommendation to the board.

Mr. Gould stated that the Facilities Committee recommends LS3P Architectural Firm for the Open End Architectural Designer Services on a one year contract for the purpose of architectural designer services that are to be provided on a routine or as needed basis for small, miscellaneous projects under \$300,000 to include update of the College's Master Facility Plan, and with annual fees not to exceed \$150,000 in total value and no single project to exceed a \$36,000 fee, with the option to extend the contract for one additional year. After discussion the committee recommendation was unanimously approved.

President Parkhill informed the Board that she had met with both Henderson & Transylvania County Managers to request an extension to provide the college budget and FCAP in March 2015.

Dr. Parkhill updated Trustees on the Facilities Master Plan and provided details by building and project. President Parkhill stated that based on feedback from outside groups using the conference hall, a new capital project will be added to accommodate caterers using the hall's kitchen. The College Administration is looking into the cost estimates for this project. All questions were addressed.

President's Report

President Parkhill informed Trustees that a copy of the President's Report has been posted to the Board Web site for their review. Dr. Parkhill encouraged Board Members to contact her if they had any questions regarding the report. The full report is attached and made a part of these minutes.

President Parkhill highlighted the following items:

- An updated Organization Chart of the President's Office and direct reports was distributed to Trustees. President Parkhill reviewed the changes due to the loss of two vice president's positions.
- A Fact Sheet outlining President Obama's promise proposal to offer tuition-free community college for responsible students was distributed to Trustees. Dr. Parkhill stated that she could not speak to whether this will fit with North Carolina. She noted that North Carolina is ranked as one of the states with the lowest tuition charged.
- The Commission on Accreditation of Allied Health Education Programs (CAAHEP) has awarded continuing accreditation to the Surgical Technology Program. This continuing accreditation follows a comprehensive peer review site visit last spring, and recognizes the program's substantial compliance with the nationally recognized accreditation Standards. While the program will continue to be monitored through routine annual reporting, the next comprehensive review and on-site visit will occur in 2024.
- A re-accreditation audit visit was also held recently for the College's Basic Law Enforcement Training program. The auditor presented glowing accolades to our staff for an outstanding quality program. He was very complimentary of the program's record keeping, as well as the organization of equipment and student records. The report was presented with zero deficiencies--something that had never been presented to community college basic law enforcement program. A recommendation for accreditation renewal will be presented to the Criminal Justice Training and Standard full commission meeting in February for approval. The next re-accreditation audit for renewal will be 2018.
- By the end of the 2014/2015 school year, the Early College will have a total of 47 graduates - 41 of those students will have earned both high school diploma and an associate's degree. Students graduating in May are receiving acceptance letters for Fall 2015. Students have received letters from the following schools thus far: WCU, Lees McRae, UNCC, UNCG and Queens University.

Educational Foundation Report

Ann Green, Executive Director, reported on the following major gifts to the Foundation:

- The Fitzpatrick Foundation contributed \$9,750 to fund three Mills River Scholarships for the 2015-2016 academic year: The Mills River Scholarship is to provide scholarship support to a full-time Blue Ridge Community College student in a degree-granting

curriculum that has and maintains a 2.5 (or higher) grade point average. The recipient must also be a Mills River resident and have the intentions of staying and working in the county.

- Kalep, Inc., donated \$17,738 (\$8,869 general scholarships and \$8,869 Fine Arts - Music program) memorializing the life of longtime supporter of the College Helen Savie Underhill who passed away in 2013.
- Ray and Judith McKenzie-Wilson contributed \$6,500 (\$3,250 to be awarded in 2015-2016 and 2016-2017) to fund a second two-year engineering scholarship for women.
- Louis and Judith Santiago gifted \$5,000 and have designed their gift for the Blair-Santiago Family Scholarship Endowment Fund.
- Betty Berg contributed \$5,000 to the William A. Keyser Memorial Scholarship awarded with preference to a Transylvania County resident with a financial need.
- Connetsee Falls Property Owners Association donated \$17,000 for 2015-16 scholarships.
- Fundraising efforts from the 6th annual Daniel Furr Memorial Golf Tournament provided a pledge of \$8,400 to the J. Daniel Furr Memorial Scholarship fund for 2015-2016 scholarship awards and Continental Automotive Systems pledged \$10,000 for 2015-2016 scholarships.

Ms. Green informed the Board that BRCC employees have now contributed \$28,888.76 to the 2014-2015 Faculty and Staff Giving Campaign. Ms. Green also informed Trustee the 2015-2016 Scholarship Application forms are available now and are due on or before Thursday, April 2.

Student Government Association Report

SGA President, Hannah Owens reported that after concluding an active and successful Fall semester both campuses are looking forward to their Spring programming. Rob Rhodes from TCC led his campus in numerous community and service oriented collaborations. Amanda Everhart from HCC focused on projects which increased BRCC's presence throughout Henderson County.

Ms. Owens introduced herself as the new SGA president and extended previous SGA President, Cynthia Garcia's expression of gratitude to Trustees. Ms. Owens informed the Board of additional SGA staff changes due to student graduations.

Ms. Owens shared the following highlights from the Fall 2014 semester:

- January 9, SGA representatives were on WLOS Channel 13 News to discuss President Obama's free community college tuition proposal
- Both campuses represented the College by having a float in local Christmas parades
- Student activities at both campuses are working together to create a campus based leadership development program

Old Business

No old business.

Approval of 2015-2016 Academic Calendar

Chairman McCormick requested approval of the 2015-2016 Academic Calendar. Trustees were able to review the calendar on the board web site prior to the meeting. Duke Woodhull made a motion to approve the 2015-2016 Academic Calendar as presented. It was seconded by Sandy Tallant and passed without dissent.

Review of New Employees

Chairman McCormick informed Trustees a listing of new full-time and permanent part-time employees had been posted to the Board Web site prior to the meeting. Mr. McCormick reviewed the listing of new employees with details on education and work experience. President Parkhill informed Trustees that these were all rehires for vacant positions except for the one new Director of Safety and Security position.

State Resolution

Chairman McCormick reviewed with Trustees a resolution urging the General Assembly to support North Carolina's Community Colleges. President Parkhill stated that this resolution aligns with the State budget priorities that have been presented to Trustees. After discussion, Dee Dee Perkins made a motion to approve the resolution as presented. It was seconded by Jeremy Gibbs and passed unanimously.

Closed Session

Andrew Tate made a motion to go into closed session pursuant to NCGS 143-318.11(a) (1) and (a) (3) to discuss confidential personnel matters and matters covered by the attorney-client privilege. It was seconded by Jeremy Gibbs and passed unanimously.

Return to Open Session

Upon reconvening to open session, Chairman McCormick asked Trustees about changing future board meetings to this new location. All Board Members is attendance agreed to make Patton 150 the new board meeting location.

There being no further business, the meeting was adjourned.

Chairman

Secretary