

**MINUTES OF THE BOARD OF TRUSTEES QUARTERLY MEETING**  
**Southwestern Community College**

**October 25, 2016 – SCC Jackson Campus**

**Attending:**

Trustees

Terry Bell	Paul Holt
Jeff Cloer	Jeremy Hyatt
Doug Cody	Mark Jones
Vance Davidson	Libby Knight
Jean Ellen Forrister	Gary Shields
Karl Gillespie	Madison Shuler

College Staff

Don Tomas	Johnathan Dean
Marc Boberg	Curtis Dowdle
Thom Brooks	Tyler Goode
Nan Coulter	Belinda Petricek
Cheryl Davids	Cliff Stalter

**Absent**

Lambert Wilson

**Guests**

David Cornelius, RiteLite Signs, Brenda Dunaway and Patti Hudson, APCOSigns

The Board of Trustees of Southwestern Community College (SCC) met for their quarterly meeting on October 25, 2016 in the Charles Siler Slagle Board Room of the Conrad Burrell Building on the Jackson campus.

Chairman Terry Bell called the meeting to order at 5:00 p.m. and read the Ethics and Conflict of Interest statement.

**PREVIOUS MEETINGS' MINUTES**

Mr. Bell asked for a motion to approve the minutes of the Special Called meeting of October 20, 2016. Mr. Holt made a motion to approve the minutes as presented, and Mr. Davidson seconded the motion, which carried unanimously.

**PRESENTATIONS**

The Board heard design presentations for the proposed new SCC signs from David Cornelius of RiteLite Signs of Charlotte and Brenda Dunaway and Patti Hudson of APCOSigns of Atlanta.

Following the presentations for the proposed new College signs, Mr. Cloer made a motion to award the College signs project to RiteLite Signs. Mr. Gillespie seconded the motion, which passed with 10 ayes and one nay.

## **DESIGNER SERVICES**

Dr. Tomas introduced Dr. Marc Boberg, the new Director of Facility Services and Operations. Mr. Boberg gave an overview of the proposed designers who made presentations for the Health Sciences, Summit and Maintenance building projects at the October 20, 2016 meeting, along with his research with his counterparts at client community colleges on the design firms. Following discussion, Mr. Holt made a motion to award designer services for all three projects to LS3P. Mr. Davidson seconded the motion, which passed unanimously.

## **PRESIDENT'S REPORT**

Dr. Tomas reported that the NC Department of Transportation is willing to contract and pay for the repair to the fiber optic lines severed during the R5000 project.

Dr. Tomas updated the Trustees on upcoming campus events: the Veterans Day Celebration, the Fitness Center dedication and the Fall 2016 Commencement Exercises.

Dr. Tomas informed the Board of Trustees that the College has been given the opportunity to name the new road from Hwy 116 to the junction with College Drive, previously named R5000. The final name approved by the Board is Success Avenue.

Dr. Tomas gave an update on Institutional Development. The College has received an ARC grant in partnership with ConMet and Franklin Tubular that includes funding for work-based internships. Four endowments are now fully funded. The Foundation will start the Faculty/Staff giving campaign on November 3. The Foundation has identified 7,400 alumni and will be contacting them to formally initiate the SCC Alumni Association. The Foundation raised \$63,800 at the Bluegrass, Blue Jean and Bling Gala in August, just short of the goal of \$65,000.

## **CURRICULUM AND STUDENT SERVICES COMMITTEE**

Mr. Bell asked Executive Vice President for Instruction and Student Services Dr. Brooks to report on Workforce Innovations and Instruction and Student Services.

Dr. Brooks reported that the onsite visit from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) was very good, and the onsite team was very complimentary of the institution and its programs. SCC had good results on the compliance review, and the onsite team had recommendations on strengthening the Quality Enhancement Plan (QEP), which the College's QEP team will work on and submit for approval to SACSCOC by March 2017. SACSCOC will then vote on reaffirming the College's accreditation in June 2017.

Dr. Brooks reported that the Program Audit for 2015-2016 has been completed, and the College had a clean audit with no exceptions or concerns.

Dr. Brooks reported in Workforce Innovations and Curriculum enrollment figures for Summer and Fall 2016.

Dr. Brooks reviewed Procedure 6.03.02.03 – Direct Threat to Campus with the Trustees for informational purposes.

Dr. Brooks reported on a chainsaw training event held at PSTC for 22 Marines from Camp Lejeune. The Marines were impressed with the training they received and plan to send more Marines for additional training.

Dr. Brooks presented two policies for approval – Policy 6.03.06 – Student Conduct Review and Policy 6.04.05 – Student Clubs and Organizations. Following discussion, Mr. Cloer made a motion to approve both policies as presented, and Mr. Gillespie seconded the motion, which passed unanimously.

## **FINANCE AND CAMPUS IMPROVEMENT COMMITTEE**

Mr. Bell asked Vice President for Financial and Administrative Services Cliff Stalter to report on Finance and Campus Improvement.

Mr. Stalter reported on the Local Revenue Analysis and State Current Expenditures.

Mr. Stalter presented two Action Items for Board approval – Budget Transfers and Policy 3.02.02 – Use of College Equipment. Following discussion, Mr. Hyatt made a motion to approve the Budget Transfers and Policy 3.02.02, which was seconded by Mr. Gillespie and passed unanimously.

Mr. Stalter gave an update on Facilities, informing the Board that the College is awaiting bids from Western Builders on the repairs to the Balsam building and Myers Auditorium from the NCDOT R5000 project. The State Building inspector has not yet issued the Certificate of Occupancy for Bradford Hall but is expected to give approval very shortly.

Mr. Stalter reported that 26 containers of materials have been removed, treated and tested from the Firing Range. More samples will be taken and analyzed during the first week of November 2016. Mr. Stalter also reported that the proposed Verizon cell tower on the Jackson campus has been put on hold by Verizon but is now back in process.

## **EXECUTIVE COMMITTEE**

Under Information Items, Nan Coulter distributed the 2017 Board of Trustees meeting schedule. This schedule has also been posted on the College website and on the bulletin board in the vestibule of the Burrell building

Under Action Items, Mr. Holt made a motion that the Additions to Full-Time Employee List (VII.A.1. and Additions to Part-Time Employee List (VII.A.2) be approved, which was seconded by Mr. Davidson and passed unanimously.

## **NOMINATING COMMITTEE**

Mr. Bell asked Mr. Davidson to report on the work of the Nominating Committee. Mr. Davidson reported that the Nomination Committee recommends to retain Mr. Bell as Chairman of the Board of Trustees, Mr. Holt as the Vice Chairman, Dr. Tomas as the Secretary to the Board of Trustees, Mr. Holt as Chairman of the Finance and Campus Improvement Committee, and Mr. Wilson as the Chairman of the Curriculum and Student Services Committee. Mr. Bell asked for any nominations from the floor and hearing none, asked for a motion to approve the recommendations of the Nominating Committee. Mr. Jones made the motion to approve the recommendations of the Nominating Committee, which was seconded by Mr. Davidson and passed unanimously.

## **OTHER BUSINESS**

Under Other Business, Dr. Tomas announced that Mrs. Tomas and he will be hosting a Holiday Open House for the Board of Trustees on Sunday, December 11 at their home, and invitations will be forthcoming.

With no other business before the Board, Mr. Cloer made a motion to adjourn the meeting. Mr. Hyatt seconded the motion which carried unanimously.

The meeting adjourned at 7:08 p.m.

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Terry Bell, Chairman  
Board of Trustees

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Don Tomas, Secretary  
Board of Trustees