

**MINUTES OF THE BOARD OF TRUSTEES BI-MONTHLY MEETING**  
**Southwestern Community College**

**January 28, 2020 – SCC Jackson Campus**

**Attending:**

Trustees

Megan Beck            Luke D. Hyde  
Jeff Cloer             Mark Jones  
Doug Cody            Libby Knight  
Vance Davidson      Gary Shields  
Jean Ellen Forrister   Lambert Wilson  
Ken Henke

College Staff

Don Tomas            Johnathan Dean  
Scott Baker           Tyler Goode  
Thom Brooks  
William Brothers  
Nan Coulter

**Guests**

Faith Dillard, Barbara Putman

**Absent**

Jeremy Hyatt, Cory McCall, Brett Rogers

The Board of Trustees of Southwestern Community College (SCC) met for their bi-monthly meeting on January 28, 2020 in the Charles Siler Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

**CALL TO ORDER**

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

**PREVIOUS MEETINGS' MINUTES**

Mr. Wilson asked for a motion to approve the minutes of the Board of Trustees Meeting of November 19, 2019. Mr. Hyde made a motion to approve the minutes as presented, and Mr. Shields seconded the motion, which passed unanimously.

## **PRESIDENT'S REPORT**

Dr. Tomas gave a report from the American Association of Community College's Workforce Development Institute's meeting he attended January 21 – 25.

Dr. Tomas reported on the one-day North Carolina General Assembly session held in January. The NCGA will not meet again until April 28, and will possibly vote on salary increases for community college employees. He stated that the North Carolina Association of Community College Presidents' top priority is pay increases.

Dr. Tomas reminded the Board of the upcoming Board of Trustees retreat on February 21, 2020. The snow date for this event is February 28, 2020.

Dr. Tomas and Ms. Coulter reminded the Board that the Statements of Economic Interest are due to Ms. Coulter by March 15. Ms. Coulter will email the forms and instructions to the Trustees this week.

## **CURRICULUM AND STUDENT SERVICES**

Ms. Libby Knight, the Chair of Curriculum and Student Services Committee, asked Dr. Thom Brooks, Executive Vice President for Instruction and Student Services to report on Curriculum and Student Services.

Dr. Brooks introduced Ms. Faith Dillard, a current Jackson County Early College student, who shared her student experiences at SCC with the Board. Ms. Dillard was accompanied by Dr. Barb Putman, Dean of Arts & Sciences.

Dr. Brooks provided updates to the Workforce Continuing Education Accountability and Integrity Plan, as required on an annual basis. SCC is currently in Year 2 of the three-year Plan. SCC is making progress on or has completed all deliverables in the Plan.

Dr. Brooks gave an overview of the Guided Pathways Program which is a nationwide initiative from the AACC. The purpose of Guided Pathways is to improve retention, completion/transfer and career planning and placement rates. The College is participating with 14 other community colleges in NC. Guided Pathways will be implemented via action plans over the next five years.

## **FINANCE AND CAMPUS IMPROVEMENT**

Mr. Cody asked Mr. William Brothers, Vice President for Financial and Administrative Services, to report to the Trustees on Finance and Campus Improvement.

Mr. Brothers reviewed the Local Revenue Analysis and State Budget Expenditures with the Board. There were no Budget Allocations or Transfers to report, so this was an Information Item at this meeting instead of an Action Item per usual.

Under Action Items, Mr. Brothers presented the 2019-2020 College Budget for review and discussion. Following review and discussion, Mr. Cloer made a motion to approve the posted entries as presented, which was seconded by Mr. Shields and passed unanimously.

## **FACILITY UPDATE**

Mr. Brothers presented the Facilities Update, reporting on the Firing Range. The College is still reworking separating the project into two phases and revising the RFPs to determine minimum costs for each phase. Mr. Brothers stated there are no updates currently on the Fire Rescue Training Facility. Mr. Brothers reported on the Health Sciences building project – weather has had an impact but work continues.

Under Action Items, Mr. Brothers presented a Change Order for extensive soil and rock removal for the Health Sciences Building project. Following review and discussion, Mr. Shields made a motion to approve the Change Order as presented, which was seconded by Mr. Hyde and passed unanimously.

## **EXECUTIVE COMMITTEE**

Under Action Items, Mr. Wilson presented the Full Time and Part Time Employees Lists for review and approval. Following review, Mr. Davidson made a motion to approve the Full Time and Part Time Employee Lists, which was seconded by Mr. Hyde and passed unanimously.

## **OTHER BUSINESS**

Under Action Items, Dr. Tomas asked Mr. Scott Baker, Vice President for Information Technology at SCC, and Mr. Brothers to present and review recommended revisions to 1E SBCCC 700.3: Technology, and a proposed new fee under 1E SBCCC 700.6: Other Fees (Campus Safety and Emergency Management). Following the presentation, review and discussion, Mr. Hyde made a motion to approve the proposed revisions and new fees, which was seconded by Ms. Forrister and was approved unanimously.

With no other business before the Board, Mr. Davidson made a motion to adjourn the meeting. Mr. Hyde seconded the motion which carried unanimously. The meeting adjourned at 6:15 p.m.

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Lambert Wilson, Chairman  
Board of Trustees

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Don Tomas, Secretary  
Board of Trustees