

MINUTES OF THE BOARD OF TRUSTEES QUARTERLY MEETING
Southwestern Community College

March 26, 2019 – SCC Jackson Campus

Attending:

Trustees

Terry Bell	Luke D. Hyde
Jeff Cloer	Mark Jones
Doug Cody	Libby Knight
Vance Davidson	Gary Shields
Jean Ellen Forrister	Stephen Steen
Karl Gillespie	Lambert Wilson
Ken Henke	

College Staff

Don Tomas
Thom Brooks
Nan Coulter
Johnathan Dean
Tyler Goode
Karen Polyasko

Guests

Susan Burrell, Tim Coffey, Cheryl Contino-Conner, Matthew Draughon, Dawn McCall, Pamela Smith, Paul Wolf

Absent

Jeremy Hyatt

The Board of Trustees of Southwestern Community College (SCC) met for their bi-monthly meeting on March 26, 2019 in the Charles Siler Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

CALL TO ORDER

Chairman Terry Bell called the meeting to order at 5:04 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 Board of Trustees Meeting of January 22, 2019. Mr. Cloer made a motion to approve the minutes as presented, and Mr. Hyde seconded the motion, which carried unanimously.

PRESIDENT'S REPORT

Dr. Tomas reported that he will be attending the Community College Day at the NCGA on April 3, then stay for the NC Association of Community College Presidents meeting and NC Association of Community College Trustees Law and Legislative seminar on April 4 and 5. He reported that there are no changes to the legislative agenda on Workforce Development, and the Presidents'

Association continues to advocate for salary increases for IT, staff and faculty salaries. Dr. Tomas asked the Trustees to please contact their state representatives and support the community college legislative agenda.

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 three students in attendance and asked them to address the Board. Dawn McCall, a Paralegal Technology student, is the SCC recipient of the Dallas Herring Award and she gave a moving testimonial on how SCC helped changed her life. Matthew Draughon, an Outdoor Leadership student, is the recipient of the SCC Academic Excellence Award, and spoke about the impact SCC has made on his educational and professional career. Susan Burrell, a Respiratory Therapy student, is the SCC recipient of the Bob Scott Leadership Award.

Dr. Brooks reported that the College is still processing enrollment for both Curriculum and Workforce Continuing Education but he anticipates an increase in enrollment from last year.

Dr. Brooks reviewed the 2019 Spring Curriculum Enrollment Report, the Fall 2018 Workforce Continuing Education Enrollment Report and the Spring 2019 Instruction and Student Services Division report with the Board.

FINANCE AND CAMPUS IMPROVEMENT

Mr. Davidson asked Ms. Karen Polyasko, Comptroller, to report to the Trustees on Finance and Campus Improvement.

Ms. Polyasko reviewed the Local Revenue Analysis and State Budget Expenditures with the Board. Both are tracking as expected for this time in the fiscal year and the College is in good shape for budget utilization. The College had budgeted for a 1% reversion to the State but the actual reversion was 0.75%.

Under Action Items, Ms. Polyasko presented the Budget Transfers for the period January and February 2019. Following review and discussion, Mr. Davidson made a motion to approve the Budget Transfers as presented, which was seconded by Mr. Wilson and passed unanimously. Ms. Polyasko then presented the Accounts Receivable Write-Offs for approval. Following review and discussion, Mr. Gillespie made a motion to approve the Accounts Receivable Write-Offs as presented, which was seconded by Mr. Hyde and passed unanimously.

FACILITY UPDATE

Dr. Tomas presented the Facilities Update, informing the Board that the Jackson Early College parking lot, the Summit renovation, the PSTC driving range, the HVAC renovations in Bradford and Holt Library, the Facility Services building and the campus entrance sign projects are now completed. Ongoing projects include tile installation in the Balsam lobby, the Health Sciences building and the Fire Rescue Training Facility. The preconstruction meeting for the Health Sciences building will be held in the next two weeks, and the Fire Rescue Training Facility project is currently on hold while the College and Macon County consider facility options.

Under Action Items, Dr. Tomas presented the Land Lease Agreement between the College and Macon County for the use of the ballfield located at PSTC and the request to relocate the gas line on the Jackson campus in advance of the Health Sciences building construction. Following review and discussion, Mr. Shields made a motion to approve the Land Lease Agreement with Macon County and to relocate the gas line for the Jackson campus, which was seconded by Mr. Jones and passed unanimously.

EXECUTIVE COMMITTEE

Dr. Tomas informed the Board that the electronic version of the Trustees Self-Evaluation will be distributed to them for completion and submission in the next week or two, and the deadline for completion and submission is May 15, 2019. The results will be reviewed at the May 23, 2019 Board meeting.

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

Mr. Bell also presented the proposed resolution drafted by Mr. Davidson to designate the current eligible former Trustees as Trustee Emeritus. Following review and discussion, Mr. Forrister made a motion to designate the current eligible Trustees as Trustee Emeritus, which was seconded by Mr. Wilson and passed unanimously.

OTHER BUSINESS

Dr. Tomas reviewed the dates for the College Commencement exercises and PSTC graduations, and encouraged the Trustees to attend.

CLOSED SESSION

Mr. Bell asked for a motion to enter into Closed Session from Open Session under General Statute 143-318.11(a)(6) Personnel. Mr. Cody made the motion to enter into Closed Session, which was seconded by Mr. Jones and passed unanimously. The Board entered into Closed Session at 5:49 p.m.

The Board returned into Open Session from Closed Session at 6:12 p.m., having taken no action.

Mr. Cloer made a motion to amend Dr. Tomas' employment contract term to four years with an annual one-year extension option and to reallocate the President's Discretionary Account to Dr. Tomas' compensation plus benefit compensation, contingent on verification that this increase in compensation would not create a compensation spike. Mr. Davidson seconded the motion, which passed unanimously.

Mr. Bell announced that after serving on the Board of Trustees for 24 years, he will not accept another appointment to the Board after his term expires on June 30, 2019. The Board commended Mr. Bell for his lengthy service and leadership.

With no other business before the Board, Mr. Cloer made a motion to adjourn the meeting. Mr. Wilson seconded the motion which carried unanimously. The meeting adjourned at 6:17 p.m.

Terry Bell, Chairman
Board of Trustees

Don Tomas, Secretary
Board of Trustees