

Blue Ridge Community College  
Board of Trustees Meeting  
November 8, 2010 – 5 p.m.  
Henderson County Campus

The Board of Trustees of Blue Ridge Community College met at 5 p.m. on Monday, November 8, 2010, at the Henderson County Campus.

The following members were present:

John McCormick, Jr.	Marilyn Bailey
Ronnie Pepper	Betty Gash
Bill Farrell	Roy Neill
Ken Butcher	Patricia Jones
Candler Willis	Kohlan Flynn
Kelly Drake	Andrew Tate

The following members were excused:

Scott Elliott	Chip Gould
Teresa McCall	

Others attending:

Molly Parkhill	Marcia Stoneman
David Hutto	David Whitson
Chad Merrill	Ann Green
Brenda Conner	Lee Anna Haney
Peter Hemans	Chad Donnahoo, College Attorney
Ben Hardy	Leadership Institute Members

Chairman McCormick called the meeting to order and welcomed Board Members and guests.

President Parkhill described the College's Leadership Institute and asked members present to introduce themselves.

**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.

### **Student Success Committee**

President Parkhill provided the background information concerning the Student Success initiative. A major part of the statewide initiative was to conduct Listening Tours at each of the 58 community colleges. The purpose of the listening tours was to engage community college faculty and staff in identifying best practices, and outlining barriers/policy changes needed to truly reach success. A statewide taskforce has been formed to review those potentially scalable innovations uncovered by the Listening tours and will shared with all 58 community colleges. The taskforce will also be making policy recommendations that will alleviate barriers and foster success.

The last stop for the listening tours was held at Blue Ridge in conjunction with the state board meeting. Presenting on behalf of the college were faculty and staff who serve on the student success committee. Presenting on behalf of the committee was Ben Hardy, English faculty and chair.

Mr. Hardy, described the origin and purpose of the committee. He gave detail information on the following action items that the Committee is currently working on: developmental education; student support services; and ACA 115 classes. Mr. Hardy briefly talked about the listening tour discussion points, which included: Institutional “Buy In”, increasing student services, data informed decisions, pedagogical innovations, and barriers to student success. He also described the “SmartThinking” tutoring service that the College launched in September and has been a successful tutoring tool for students. Mr. Hardy addressed all questions and thanked the Board for the opportunity to present to them on behalf of the Student Success Committee.

### **Minutes Approval**

Bill Farrell made a motion to approve the September 13, 2010 regular meeting minutes. It was seconded by Kohlan Flynn and passed unanimously.

### **Executive Committee Report**

Chairman McCormick reported that the Executive Committee met on October 6<sup>th</sup>. At the meeting President Parkhill informed members the State Assembly has allocated funds to Blue Ridge Community College for the purchase of equipment to be used for teaching and research in the fields of health, science, engineering and technical education and for any capital improvements directly related to the utilization of this equipment. Upon approval by the Council of State, this special indebtedness will be issued in the form of Certification of Participation (COPs). The College will be using these finds to purchase equipment and renovate our existing facilities for research and real-world application of alternative fuel vehicles, and purchase equipment for the Machining Technology and the Collision Repair and Refinishing Technology programs. Chairman

McCormick stated that the Committee approved the capital improvement for equipment and renovation from the COPs program. President Parkhill and Chairman McCormick addressed all questions. Chairman McCormick made a motion that the Board ratify the committee's approval. The motion passed unanimously.

### **President's Report**

President Parkhill stated a copy of the President's report was posted to the Web site for Board Members to review and is attached and made a part of these minutes. President Parkhill shared with Trustees the following items that were not included in the board report:

- President Parkhill thanked trustees who were able to join us for the evening reception and dinner held during the State Board meeting. The faculty and staff exceed the state board's expectation by providing the Disney "Be our Guest" customer service. The College has received several thank you cards from state board members expressing their gratitude for the warm hospitality and service.
- The System Office has contracted with EMSI (formerly CC benefits) to prepare a Socioeconomic impact study. This study will provide data driven measures on the college's role in promoting economic development, returning value for money and improving quality of life. The results are measured in term of income formation, return on investment, and a collection of social benefits such as improved health, lower crime rates, and reduced welfare and unemployment.
- President Parkhill presented the following budget update and outlook:
  - First quarter revenue collections were essentially on target; however the 1<sup>st</sup> quarter assumes lower than average growth and is the least predictive quarter.
  - Key sources of tax revenue have bottomed out, but have yet to show signs of sustained growth. The trend of monthly job losses has ended, but there is little employment growth. And barring unforeseen shocks to the economy, we are at least six months away from stronger growth.
  - Tuition receipts collected did not meet expectations; however, student loan and financial aid may have delayed payment to the state treasury. We will know later this month if the community colleges will be asked to revert 2% of their budgets.
  - Increased cost in state benefits and spending pressures are contributing to the potential 2011-12 budget shortfall. The state is looking at an approximate \$3 billion shortfall, due in part to the stimulus money being exhausted. The community colleges have been asked to project a 10% budget reduction for next year.
  - The President's Association approved the following 2011-12 Budget Priorities, which have been sent to the Governor's office: 1) Tuition increase of \$10 per credit hour; 2) Additional Management Flex: Cumulative 5%; 3) Categorical Reductions; 4) Basic Skills cut; 5) Alternative Formula Model (President Parkhill gave a brief outline of the proposed formula model).

- The General Assembly authorized a study to be conducted to examine how community colleges can be more effective through the consolidation of specific administrative services and the centralization of some of these job functions.
- President Parkhill informed Board Members that David Whitson is retiring effective January 1<sup>st</sup>. David has 30 years of service to the North Carolina Community College System, with his last four years spent at Blue Ridge. During David's tenure with the College, he has made significant contributions to the College including the implementation of the Facilities Condition Assessment and Seven Year Capital Improvement Plan, and implementation of a formalized budgeting process. Both of these innovations provided opportunity for faculty and staff to give input into the College's planning and budget development. David has been an effective member of the leadership team and will be missed. The College will be having a retirement party for David on Friday, December 3 from 11:30 until 1:30 pm in the TEDC conference hall pre-event space.

Chairman McCormick personally congratulated David Whitson on his dedication and contributions to Blue Ridge Community College and announced that he would be making a contribution to the Education Foundation in Mr. Whitson's honor. Chairman McCormick encouraged all the Board Members do so as well.

### **Educational Foundation Report**

Ann Green, Executive Director, reported that Volvo Construction Equipment has given a generous in-kind contribution of tools, supplies, and equipment for use in the Applied Technology programs, valued at \$19,000 to the Educational Foundation.

Ms. Green also informed Trustees that nine members of the second class of the Community Ambassador Program will graduate on Wednesday, November 17, 2010, at a luncheon in the Blue Ridge Conference Hall. These graduates have participated in a four-month program to deepen their support and understanding of the benefits of Blue Ridge Community College.

The Educational Foundation's Board of Directors will hold a Board Retreat on Saturday, November 13, 2010.

Ms. Green informed Trustees that the Foundation 2010-11 Faculty and Staff Campaign has raised to date \$27,699.39. Twenty-three employees increased their gift to this year's Campaign, and 13 employees that had not participated last year gave gifts this year.

The 2010-11 Scholarship Appreciation Luncheon was a huge success with students Codi Barnett and Joseph Herring, along with donor and BRCC staff member Barbara Gregory, delivered inspiring remarks to nearly 400 guests. Several donors have contacted the Foundation office about establishing additional scholarships and increasing their support of the Foundation.

The Foundation has received an additional gift of \$47,547.62 from Jim and Cosy Marshall to their already established Thomas L. Marshall Memorial Scholarship Endowment. A new annual

scholarship has been established, The Delta Kappa Gamma Scholarship. This \$500 scholarship is sponsored by the Alpha Lambda Chapter of the Delta Kappa Gamma Society International of Women Educators. The Delta Kappa Gamma Scholarship is to be awarded with preference to a female student planning to pursue a career in education.

Transylvania County has donated a 2000 Ford Econoline passenger van to the Educational Foundation as a major gift in-kind. This will be used as an ambulance in the College Emergency Services program.

Blue Ridge Community College Educational Foundation, Highlands Sports Car Club, and Ray and Judith McKenzie-Wilson have committed to supporting students in the Society of Automotive Engineers (SAE) Club with their first collegiate design competition. The 28 students from various disciplines within the Applied Technology Department will design, build, and compete against other schools with an off-road vehicle powered by a 10 HP Briggs and Stratton engine. The main focus of the Baja SAE competition is for the students to acquire proper engineering and the “soft” skills required by industry. Vehicles are judged with strong emphasis on overall engineering design, cost, workmanship, an engineering paper detailing the design, construction, and manufacturability. They will also be evaluated on a formal sales presentation of the team’s concept, in addition to dynamic performance events.

### **Student Government Association Report**

SGA President, Kelly Drake reported the SGA sponsored the Allied Health Day on October 13<sup>th</sup>. The event was very successful with 215 participants. The SGA sold sandwiches, chips and drinks for \$2 and donated half of the proceeds to the United Way of Henderson County. Other events held to benefit United Way were a Pool & Ping Pong Tournament and Massages. These activities raised a total of \$676 for United Way and along with Faculty and Staff pledges of \$2,381, the College’s fund raising efforts for United Way totaled \$3,057.

A Blood Drive was held on October 28<sup>th</sup> with the SGA exceeding its goal. The Student Government Association is planning another Habitat for Humanity Day in the spring and the next Blood Drive is scheduled for February 24<sup>th</sup>.

The Transylvania County Campus has been very busy as well, with a Halloween Pizza Party on October 26<sup>th</sup>, an American Red Cross Blood Drive on October 28<sup>th</sup>, and a series of collection drives to support the Sharing House in Brevard starting in October and running through December.

### **Old Business**

No old business.

### **Approval of New Employees**

Chairman McCormick requested approval of new full-time and part-time permanent employees. A listing of new employees with details on education and work experience was posted to the Board

Web site prior to the meeting. Andrew Tate made a motion to approve the list as presented. Roy Neill seconded the motion, and it passed without dissent. A copy of the list is attached and made a part of these minutes.

President Parkhill informed Trustees that the College will conduct a similar search process for the Vice President of Finance and Operations position. We hope to have someone in this position by January 1<sup>st</sup>.

### **Approval of Level II & III Instructional Service Agreements**

Chairman McCormick requested approval of the Level II & III Instructional Service Agreements with Bladen Community College, Fayetteville Community College and Southeastern Community College. President Parkhill stated these agreements are updates to the current agreements that the College already has with these community colleges. Ken Butcher made a motion to approve the service agreements as presented. It was seconded by Candler Willis and passed without dissent.

### **New Centurion Software Lease**

Chairman McCormick informed Board Members that the College was unable to successfully negotiate this agreement at this time; therefore, this item was removed from the original agenda.

### **Approval of New Curriculum Program – Emergency Medical Science**

President Parkhill stated that the Curriculum Committee discussed this new proposed program at the April 2010 board meeting. A feasibility study was done with the recommendation to implement the Emergency Medical Science Program. This is necessary in order to meet national accreditation requirements. Ken Butcher made a motion to approve the new curriculum program, Emergency Medical Science. It was seconded by Kohlan Flynn and passed without dissent.

### **Trustee Comments**

President Parkhill reminded Trustees about the Faculty and Staff Holiday Party that will be held on December 10<sup>th</sup>. An invitation was sent to Board Member.

President Parkhill also asked Board Members to mark their calendar for the upcoming Graduation Commencement to be held on December 17<sup>th</sup> at 6 p.m.

There being no further business, the meeting was adjourned.

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Chairman

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Secretary