

Blue Ridge Community College
Board of Trustees Meeting
November 10, 2008 – 5 p.m.
Flat Rock Campus

The Board of Trustees of Blue Ridge Community College met at 5 p.m. on Monday, November 10, 2008, at the Flat Rock Campus.

The following members were present:

John McCormick, Jr.	Chip Gould
Kohlan Flynn	Jeff McDaris
Patricia Jones	Roy Neill
Andrew Tate	Ronnie Pepper
Ken Butcher	Candler Willis
Marilyn Bailey	

The following members were excused:

Bill Farrell	Mike Hawkins
Betty Gash	Zachariah Turpin

Others attending:

Molly Parkhill	David Hutto
Earl Medlin	David Whitson
Marcia Stoneman	Ann Green
Chad Merrill	Brenda Conner
Lee Anna Haney	Tom Good
Peter Heman	Bill Moyer, Henderson Co. Commissioners-Chairman
Dean Shatley, College Attorney	

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

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.

Minutes Approval

Roy Neill made a motion to approve the September 10, 2008, regular meeting minutes. It was seconded by Ken Butcher and passed unanimously.

Facilities Committee Report

Committee Chairman Kohlan Flynn reported the Facilities Committee met on November 4th. Dr. Flynn made a motion that the Trustees go into executive session pursuant to N.C.G.S. 143-318.11 (a) (3) for the purpose of discussing matters protected by the attorney-client privilege. It was seconded by Ronnie Pepper and passed without dissent.

Upon returning to open session Kohlan Flynn stated that the Facilities Committee recommends that the College withhold the \$16,875 still owed to the O’Cain Design Firm and a letter be sent explaining the College’s position, which should be drafted by the college attorney. Chip Gould and John McCormick abstained from the vote due to conflicts of interest. The recommendation passed without dissent.

Kohlan Flynn commended David Whitson and Peter Hemans for their diligent work and efforts at staying on top of this situation and being good stewards of the College’s interests.

Dr. Flynn informed Board Members that he along with President Parkhill and John McCormick had met jointly with some of the YMCA board members. The YMCA is in the process of surveying their membership and conducting an impact study on the relocation of their current facility. They hope to make a decision by mid spring. The College will continue to work with the YMCA on this initiative.

Kohlan Flynn stated at the last board meeting Trustees approved selling the 2.5 acre parcel of land currently leased to Four Seasons Hospice & Palliative Care under the upset bidding process for public property. It was reported that no upset bids were received. Dr. Flynn made a motion that the Board of Trustees accept the offer to sale real property to Four Seasons Hospice and Palliative Care in the amount of \$142,000 and that the Board further authorize the Chair and President to enter into an agreement for the sale of this real property and to execute any documents required of the transaction. Ken Butcher seconded the motion and it passed unanimously. President Parkhill informed Board Members that she had received approval of the land sale by the Henderson County Board of Commissioners.

Dr. Flynn stated the Facilities Committee had also reviewed the 2008 Facilities Condition Assessment and Capital Improvement Plan. The committee recommended the approval of the plan as presented. A copy of the plan was distributed to Board Members. David Whitson described the Capital Improvement Plan and addressed all questions. Board Members approved the committee’s recommendation and it passed unanimously. A copy of the plan is attached and made a part of these minutes.

Recognition of President

Chairman McCormick congratulated President Parkhill on her one year anniversary as President of Blue Ridge Community College and thanked her and the faculty and staff on their excellent work in achieving the SACS re-accreditation.

Chairman McCormick introduced Bill Moyer, Chairman of the Henderson County Board of Commissioners. Mr. Moyer also congratulated President Parkhill and thanked the Board for their service to the College.

President Parkhill thanked the Board and Chairman Moyer for their kind remarks and stated how much she appreciated the support of the Trustees and Commissioners, as well as the hard work of the College's faculty and staff.

President's Report

After a three-day intensive on-site visitation, the 9-member SACS peer review team completed their review of Blue Ridge Community College's operations, procedures, finances, publications, documentation, and more specifically, the College's Quality Enhancement Plan. It was reported unofficially by Dr. Gould, the Chairman of the team, that in all required areas, the College was in full compliance with the Core Requirements, Comprehensive Standards, and Federal Requirements and that the team would recommend reaffirmation. In regard to the Quality Enhancement Plan, the team approved the topic selection (student success in online courses), made recommendations, and commended the College for its excellent work. A formal letters of satisfaction and reaffirmation will be forthcoming. The College will have an official celebration after the Campus Information Session on Wednesday, November 12th.

The North Carolina Community College System has announced that because the state of North Carolina is experiencing revenue shortfalls, an additional 2% reversion from all state agencies' budgets has been requested from the Office of State Budget and Management. This brings the total reversion to 4%. The NCCCS Office is able to cover 0.5% of the total reversion through budget cuts and revenues from over-realized tuition receipts. Colleges will be asked to revert 1.5% (total 3.0%) from their current operating budget. Discussions will be held with each division to determine appropriate source of funds to meet this requirement.

North Carolina Community College System has launched a marketing campaign aimed at raising awareness of funding needs of the 58 community colleges and its students. A copy of the 2009-2011 Operating Budget Request is included in Trustee folders. Blue Ridge Community College will be supporting this campaign by developing student success stories for advertisements and other communication.

Student Services is working with Henderson County Schools for the Early College to open on the Flat Rock campus in the fall of 2009. The leadership team met with the Henderson County high school principals on October 21 to present the Early College plan and solicit their input. A full report will be presented at the January board meeting.

Early registration for spring 2009 runs October 20 through November 21. As of this date, 1060 students have preregistered. Last year we had a total of 1201 preregister and we expect to exceed that number with two weeks remaining in early registration.

The agreement between the Hendersonville Symphony Orchestra has been finalized. The College will be receiving a donation from the Hendersonville Symphony to purchase a modular, adjustable stage extension for the Conference Hall. This extension will provide a staging area of more than 1600 square feet which will easily accommodate the full adult orchestra. The plan is for the Hendersonville Symphony Orchestra to have between 6 and 10 concerts in the Hall during the 2009 season.

Review of Financial Reports

David Whitson introduced Tom Good, Director of Finance. Mr. Good reported to Trustees on the Summary of State Budget Analysis as of October 31, 2008 and the Statement of Net Assets as of June 30, 2008. Mr. Good explained that these are unaudited financial reports. The College will not be audited this year; however, we are required to present financial reports to the board on an annual basis. Copies of the documents which were distributed to Board Members are attached and made a part of these minutes. Mr. Whitson expressed his appreciation to Tom for his hard work and long hours working on these financial reports and invited Trustees to contact himself or Mr. Good if there were any questions or comments about the financial reports.

Educational Foundation Report

Ann Green, Executive Director, reported the 2008-2009 Employee Giving Campaign raised an all-time high of \$26,603.50. The two previous campaigns in 2007 and 2006 were record breakers at \$25,397 and \$24,175, respectively.

The following major gifts were received since the last Board of Trustees' Meeting:

- Chrysler Corporation has made an in-kind gift of a 2008 Jeep Grand Cherokee, valued at \$38,000
- With an initial gift of \$4,000, Barbara Gregory (a College employee and daughter of John Gregory, the first Chairman of the Blue Ridge Community College Board of Trustees) has established an endowment to provide scholarships for students pursuing an Early Childhood Associate degree.

The Foundation's new Community Engagement Committee has been active with the opening of the Technology Education Development Center in Flat Rock and Applied Technology Building in Brevard. Members of the Committee also hosted the 2008 Scholarship Appreciation Luncheon with 405 students, trustees, directors, and friends of the College in attendance.

The 2007-2008 Annual Report is being mailed today with an insert forthcoming in our local papers.

Please mark your calendars for the Faculty and Staff Holiday Party Luncheon to be held on December 19th in the new Blue Ridge Conference Hall in the Technology Education Development Center. This year's faculty and staff award recipients will be presented at the event.

The *Emergency Economic Stabilization Act of 2008* provides that, for 2008 and 2009, individuals aged 70 ½ years and older may make a tax-free gift directly from a traditional or a Roth Individual Retirement Account (IRA) to a qualified charity. Donors may choose to make a charitable distribution from their IRA in any amount up to \$100,000 in 2008 and again in 2009. If a spouse also meets these requirements and has an IRA, then each family member may make a qualified charitable distribution of up to that amount. The Foundation encourages potential donors to check with their advisors about the best way to take advantage of this special giving opportunity.

Student Government Association Report

In the absence of the new Student Government Association President, Zachariah Turpin, President Parkhill referred the Trustees to the board report for information pertaining to upcoming SGA activities.

Old Business

Chairman McCormick stated there was no Old Business.

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 included in Board Members folders. Kohlan Flynn made a motion to approve the list as presented. Chip Gould seconded the motion, and it passed without dissent. A copy of the list is attached and made a part of these minutes.

Approval of Policy Changes

President Parkhill introduced Lee Anna Haney to make a presentation to Trustees on the proposed policy change to the Smoking and the Use of Tobacco Products Policy (5.9), which included survey results, tobacco free trends and implementation procedures. President Parkhill requested Board approval for the policy change as outlined in the presentation. Discussion arose concerning a grammatical error and the need to include the following statement to the policy: *“Exceptions are only limited to smoking or the use of tobacco products inside the confines of a motor vehicle on College grounds.”* Candler Willis made a motion to approve the policy change as amended. It was seconded by Chip Gould and passed with a vote of 10 to 1 to approve. Ken Butcher opposed the policy change. A copy of the amended policy change is attached and made a part of these minutes.

Approval of Special Permit to Use College Facilities

Chairman McCormick informed Board Members that the Hendersonville Community Co-Op had requested permission to serve alcohol at their 25th Anniversary Celebration & Annual Meeting to be held on November 15, 2008. Mr. McCormick stated that the Hendersonville Community Co-Op had met all of the College requirements for this special permit. Roy Neill made a motion to approve the special permit request. It was seconded by Marilyn Bailey and passed unanimously.

Intercollegiate Athletics Report

President Parkhill distributed and reviewed the Athletic Budget as of October 31, 2008 and informed Trustees that the baseball players have been involved with several community service projects. A motivational seminar “How to Click with Everyone Every Time” let by nationally-recognized speaker and author David Rich will be held on Thursday, December 4th at 6:30 p.m. in the Technology Education and Development Conference Center. The \$25 registration fee, which will include a barbeque dinner, will benefit the College’s athletic program. A copy of the Athletic Budget is attached and made a part of these minutes.

Other Comments

Chairman McCormick and Andrew Tate updated Trustees on the NCACCT 2008 Leadership Seminar which was held September 10-12, in Raleigh. The seminar sessions were very informative, which included such topics as Effective Communication with Legislators, Ethics Law and Panel Discussions on Employment Law.

There being no further business, the meeting was adjourned.

Chairman

Secretary