

Blue Ridge Community College
Board of Trustees Meeting
November 14, 2007 - 12 Noon
Flat Rock Campus

The Board of Trustees of Blue Ridge Community College met at 12 noon on Wednesday, November 14, 2007, at the Flat Rock Campus.

The following members were present:

John McCormick, Jr.	Chip Gould
Bill Farrell	Tom Orr
Ken Butcher	Candler Willis
Marilyn Bailey	Betty Gash
David Hall	

The following members were excused:

Kohlan Flynn	Roy Neill
Jeff McDaris	Mike Hawkins
Ronnie Pepper	
Patricia Jones	

Others attending:

Molly Parkhill	Lee Anna Haney
Earl Medlin	David Whitson
Ramona Rogers	Marcia Stoneman
Ann Green	Brenda Conner
Chad Merrill	Chris Stepp
Joe D. Spearman, Sr.	Scott Parrott, Times News

Chairman ProTem, John McCormick, Jr. called the noon luncheon meeting to order. He introduced all guests and extended a welcome to all.

Ethics Statement

Chairman ProTem 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

Chip Gould made a motion to approve the September 12, 2007 regular meeting minutes as presented. It was seconded by Ken Butcher and passed unanimously. Bill Farrell made a motion to approve the September 2, 2007 and October 1, 2007 special call meeting minutes as presented. It was seconded by Ken Butcher and passed without dissent.

Facilities Committee Report

Tom Orr, Facilities Committee Chair, reported the committee had met on November 1st to discuss the Physical Education Activity Center (PEAC) project. Mr. Orr asked President Parkhill to give Board Members a brief history of the PEAC project. A Summary of Events and Chronology listing of the PEAC project was distributed to Trustees. President Parkhill described the project and informed Trustees of the community partners that are interested in working with the College. Discussion arose concerning the need in the community for this type of facility and funding opportunities. Mr. Orr stated the Facilities Committee recommended making a motion that we keep the PEAC project in the College's facilities request to the county commissioners and specifically ask for funds for a feasibility study. Being a committee recommendation a second was not required. The motion passed with 7 affirmative votes and 1 opposed.

By-Laws Committee Report

Ken Butcher, By-Laws Committee Chair, reported the By-Laws Committee meet on November 13th to discuss changes to the current By-Laws. Mr. Butcher distributed a list of "Items for Consideration" to all Board Members and described each item in detail. Mr. Butcher asked Trustees to review the recommended changes and the Committee will present them for approval at the January Board Meeting. A copy of the "Items for Consideration" is attached and made a part of these minutes.

Nominating Committee Report

Ken Butcher reported on behalf of the Nominating Committee, due to the absence of the Nominating Committee Chair, Ronnie Pepper. Mr. Butcher stated the Nominating Committee met on September 24th to consider the nominations for the vacant positions of Chair and Vice-Chair. Mr. Butcher asked if there were any other nominations from the floor. There being none, Chandler Willis made a motion to close the nominations. It was seconded by Tom Orr and passed unanimously. The Nominating Committee made a motion to recommend John McCormick as Chair and Kohlan Flynn as Vice-Chair. The motion was approved.

President's Report

President Parkhill thanked the board for their support and for the opportunity to lead the College as the next President.

President Parkhill highlighted specific items of interest from the College Report which was sent to Board Members prior to the meeting.

- Trustees were invited to attend the Drama Department's performance of the play "Taming of the Shrew." A special performance will be presented to the area high schools on Thursday.
- The Automotive Technology program received a review by the National Automotive Technicians Education Foundation (NATEF) and remains in compliance. The program was also found to be in compliance after an audit from the Automotive Youth Educational Systems (AYES). Donations of specific equipment valued at \$4000 and saving about \$10,000 in procurement have been received from Paul's Foreign Auto, BG Manufacturing and Jim Barkley Toyota.
- Twenty Rosman and Brevard Middle School students were inducted into the New Century Scholars Program. These students were nominated by their 7th grade teachers based on leadership qualities, dedication and community involvement and the students desire to attend college. The scholarship program is an exchange of commitments between the student, parents, Transylvania County Schools, Blue Ridge Community College and Brevard College. In signing a contract, students agree to stay in school, keep their grades up, perform volunteer service, stay drug free and live healthy lifestyles in exchange for a paid scholarship to Blue Ridge Community College or Brevard College. The Scholarship money has been donated and held in trust through the Community Foundation of Western North Carolina.
- The College's JobLink Career Center is working with General Electric Lighting Systems to plan services for upcoming dislocated workers.
- The Women's Volleyball season has ended with the ladies finishing the season 15-6; 4th in the regular season standing. Treesta Hill and Savannah Cagle were selected to the All Region Team. Treesta Hill was also selected to the All Tournament Team.
- The College's Diversity Plan was approved and is now posted on the Blue Ridge Community College website.
- The College has initiated a Program Review project for 32 curriculum programs and have the majority of the reports completed. Reports will include program strengths and weaknesses, student learning outcomes and competencies, five-year enrollment and graduation trends, faculty credentials, lab facilities and equipment, and program costs. The reports will be used for planning and budgetary purposes as well as for meeting SACS requirements.
- Plans are being finalized for the external scanning phase of the College's strategic plan: "Shaping Our Future: Blue Ridge Community College's Strategic Plan 2008-2013." A focus group session will be held on Campus on November 15, which will gather input from 40 stakeholders from Henderson and Transylvania Counties representing industry, businesses, organizations, and the general public.

President Parkhill stated the new North Carolina Association of Community College Trustees Manual and an invitation to the College's Celebrate the Season Concert was included in their meeting folders.

President Parkhill routed to Board Members a memo received from the North Carolina Community College System concerning Community Colleges with No Audit Exceptions or Areas of Concern in the Fiscal Year 2006-2007. Blue Ridge Community College was included in the listing. President Parkhill stated that we have not received any audit exceptions for the last five years.

President Parkhill informed Trustees that Western Carolina University was looking at building a satellite campus in Henderson County. The College would like to continue its partnership with Western Carolina University to help serve the students but do not want to duplicate services. Western Carolina is currently looking at options for temporary housing for this initiative. President Parkhill stated she had spoken with representatives of WCU about our new Technology Education and Development Building as a possible location.

Executive Session

Bill Farrell made a motion that the Trustees go into executive session pursuant to N.C.G.S. 143-318.11 (a)(1) for the purpose of discussing personnel information that is confidential pursuant to N.C.G.S. 115D-27 through 29. It was seconded by Chip Gould and passed unanimously.

Approval of President's Contract

Bill Farrell stated the Executive Committee recommended a motion to approve the Presidential Contract as amended. It passed unanimously.

Educational Foundation Report

Ann Green, Executive Director of the Educational Foundation reported the following major gifts since the last Board of Trustees' meeting:

- Louis and Judith Santiago have made an additional gift of \$5,000 to their established scholarship endowment.
- Park Ridge Hospital has pledged \$5,000 for the College's Allied Health Faculty Coordinator position through Continuing Education.
- Arc' Angel has made a donation of two used ambulances; one is a van the other is a box. The gift is valued at \$8,900.
- Hendersonville Four Seasons Rotary Club has pledged \$10,000 (payable over three years) to endow a memorial scholarship fund.

Ms. Green stated this year's Campus Fund Drive has raised-to-date \$25,596.50. Last year's campaign reached an all-time high of \$24,175. The previous record was \$23,023. The 2007-2008 first quarter reporting showed contributions from July 1 through September 30 in the amount of \$672,993, with net assets of the Foundation as of September 30, 2007, totaling \$8.6 million. The Foundation hosted the 2007 Scholarship Appreciation Luncheon on September 19, with more than 350 students, trustees, directors, and friends of the College in attendance. The College's Faculty

and Staff Holiday Luncheon will be held on December 19th at the Hendersonville Country Club. This year's faculty and staff award recipients will be presented at the event. The Foundation is currently working with donors concerning year-end giving and with the College on a combined 2006-2007 Annual Report expected from the printer by December 1st.

Student Government Association Report

President Parkhill introduced the new Student Government Association President, David Hall. Mr. Hall reported the following SGA Executive Council Members for 2007-2008:

President – David M. Hall

Vice-President – Joe Bender

Secretary – Stephanie Craven

Treasurer – Ciara Newman

Public Relations – Zach Turpin

TRC Vice-President – Heather Leopard

TRC Secretary/Treasurer – Lory McCraw

Mr. Hall informed Board Members that the SGA sponsored the annual Allied Health Day on October 11th. Students, Faculty, and Staff were able to gather in the Student Lounge to view Club/Organization displays and enjoy subs prepared by Lina's Café. The SGA Officers are working with Student Services to improve the College's Student Orientation/Open House for the spring semester. Student representatives will conduct tours for potential students attending this event. The SGA Executive Council is also conducting a student survey. The survey includes questions regarding smoking policies, clubs/organizations, and student orientation. Results of this survey will be forwarded to our Marketing Committee to assist in their efforts.

Old Business

President Parkhill informed Trustees the Lake repairs were complete. The Technology and Development Building and the Transylvania Applied Technology Building projects are both on schedule.

Resolution of Appreciation for Joe D. Spearman, Sr.

Chairman McCormick read aloud a resolution of appreciation to Joe D. Spearman, Sr. and thanked Mr. Spearman for his many years of dedicated service to Blue Ridge Community College. Chairman McCormick invited Trustees to attend a reception to honor Joe Spearman today from 4 – 6 p.m. in the Thomas Gallery. Mr. Spearman thanked the Board and expressed his gratitude to the board and the College faculty and staff for their support and encouragement. A copy of the resolution is attached and made a part of these minutes.

New Employees

President Parkhill requested approval of new full-time and part-time permanent employees. A listing of new employees with details on education and work experience was distributed to Board

Members. Ken Butcher made a motion to approve the list as presented. Tom Orr seconded the motion, and it passed without dissent. A copy of the list is attached and made a part of these minutes.

Compliance Review on Purchasing Practices

President Parkhill informed Trustees that the College requested that the North Carolina Department of Administration conduct a Compliance Review on our Purchasing Practices. This is the first step in the process of using an e-procurement card system. President Parkhill described two findings and recommendations which were stated in the Compliance Review. The College will be addressing these findings and will then be re-evaluated before moving forward with the procurement card process.

Approval of Intercollegiate Athletics Repayment Plan

President Parkhill distributed a report on the Athletic Program – Refund of County Funds to Board Members. She described the background and calculation process for the repayment amount. President Parkhill stated David Whitson had worked with the Henderson County Manager to establish this repayment plan. President Parkhill requested approval of the 5-year repayment plan with the source of funds coming from the College’s bookstore and vending funds. Questions arose concerning how the bookstore and vending funds are normally used. David Whitson responded these funds are used for the benefit of the student such as scholarships and student activities. Bill Farrell made a motion to approve the five-year repayment schedule beginning fiscal year 2007-2008 as presented. It was seconded by Betty Gash and passed with 6 affirmative votes and 2 opposed.

Approval of Policy and Procedure Changes

President Parkhill distributed proposed policy additions and changes for approval. The changes were explained in detail and all questions addressed. Chip Gould made a motion to approve all policy additions and changes as presented. It was seconded by Ken Butcher and passed unanimously. A copy of the proposed additions and changes are attached and made a part of these minutes.

State Ethics Commission Evaluation of Statement of Economic Interest

Chairman McCormick read aloud the Evaluations of Statement of Economic Interest filed by William Farrell, Patricia Jones, and Thomas Orr, all of which stated no findings of actual conflict of interest or the potential for a conflict of interest. He also read aloud the Evaluations of Statement of Economic Interest filed by John McCormick, Jeff McDaris, and Ronnie Pepper, all of which stated no findings of actual conflict of interest; however it did identify the potential for a conflict of interest. Copies of the Statements are attached and made a part of these minutes.

Other Comments

Tom Orr commented on the recent article in the Times News about forecasting trends. The information contained in the article would be very useful in future discussions. It was suggested that a copy of this article be distributed to board members at the retreat. President Parkhill stated that this report along with other forecast information will be distributed at the retreat.

There being no further business, the meeting was adjourned.

Chairman

Secretary