

Blue Ridge Community College
Board of Trustees Meeting
January 11, 2010 – 5 p.m.
Flat Rock Campus

The Board of Trustees of Blue Ridge Community College met at 5 p.m. on Monday, January 11, 2010, at the Flat Rock Campus.

The following members were present:

John McCormick, Jr.	Marilyn Bailey	Ken Butcher
Kohlan Flynn	Betty Gash	Pat Jones
Andrew Tate	Candler Willis	Bill Farrell
Chip Gould	Ronnie Pepper	Tara Starnes

The following members were excused:

Teresa McCall
Roy Neill

Others attending:

Molly Parkhill	David Hutto	Chad Merrill
Earl Medlin	David Whitson	Lee Anna Haney
Marcia Stoneman	Ann Green	Brenda Conner
Peter Hemans	Rick Marshall	Chad Robeson
Dean Shatley		

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.

Basic Skills Program

Rick Marshall, Dean of Basic Skills, gave a presentation to the Board on the College's Basic Skills Program. This program is designed for adults who do not have a high school diploma, are not in school, or who are functioning below the high school level. Mr. Marshall updated Trustees on the programs offered in Basic Skills, completion numbers, and the national reporting system standards. Mr. Marshall addressed all questions concerning the program.

Minutes Approval

Andrew Tate made a motion to approve the November 9, 2009, regular meeting, retreat and executive session minutes. It was seconded by Marilyn Bailey and passed unanimously.

Facilities Committee

Kohlan Flynn, Committee Chair and David Whitson led a presentation on the Facilities Condition Assessment Plan and the proposed County Capital Budget request for 2010-2011. Mr. Whitson also gave the Trustees an update on the current construction projects and reported that the Spearman Building roof project is complete. Dr. Flynn made a motion on behalf of the Facilities Committee to approve the 2010-2011 Capital Improvement Plan. The motion passed unanimously. A copy of the plan is attached and made a part of these minutes.

Mr. Chad Robeson, of PBC&L updated the Trustees on the \$2 million campus improvement projects and the Public Safety Building project. Mr. Robeson described the process for working with the State Construction Office and the reasons for doing the project as a single-prime contractor contract.

Mr. Robeson also presented two options for the Public Safety Building project and addressed all questions. Mr. Whitson reviewed the history of the state monies that were allocated for the design phase of this project.

President Parkhill informed Board Members that the Joint Facilities Committees meeting with the Henderson County Commissioners is scheduled for January 12th at 10 a.m. at the Historic Courthouse.

President's Report

President Parkhill reviewed the College's report to the board. A copy of this report which was distributed to Board Members is attached and made a part of these minutes. Highlights of activities occurring at the college include:

- On Wednesday, January 13, 2010, Dr. Parkhill will be attending a special meeting of the Joint Governing Boards in Kannapolis, NC. Governor Perdue has called this meeting and has invited representatives of the North Carolina Independent Colleges and Universities to share her vision for an education blueprint for the state.

- The College has submitted an application to the North Carolina Community College System requesting that the Transylvania Center be given a multi-campus designation. Dr. Parkhill will be meeting with the Transylvania County Commissioners in February to ask for a resolution of support for this designation.
- 2010 spring registration as of January 11 was 2,333. Compared to the 2009 spring registration of 2,070, the College experienced a 13% increase.
- The College recently made the announcement to cancel men's baseball for the spring 2010 season. This decision was made after a great deal of deliberation and with every intention to keep the Bears on the field this year. President Parkhill stated that the College will conduct a careful review of the Intercollegiate Athletics Program. A recommendation will be presented to the Board at the March meeting concerning the future of this program.
- BRCC has been selected as a beta testing site for a new "Panic Button" system. The company that developed the system, New Centurion Solutions, Inc., is a North Carolina company founded by former law enforcement officers. All faculty and staff will be given a small wireless device that can be activated to alert security personnel to an emergency.

Review of Financial Reports

David Whitson distributed and reviewed the State & County Financial Funds and Athletic Budget reports as of December 31, 2009. Mr. Whitson addressed all questions and comments. A copy of the reports are attached and made a part of these minutes.

Educational Foundation Report

Ann Green, Executive Director, reported that the Foundation's Community Engagement Committee has determined that the announcement and deadline dates for Foundation scholarship applications needed to change in order for scholarship awards to be announced at area high school senior award ceremonies, further promoting the College's name within the community. Therefore, the 2010-2011 "Scholarship Application" forms will be available beginning January 7, 2010, and accepted through March 1.

The following major gifts have been received since the last Board of Trustees meeting:

- **Wachovia Wells Fargo Foundation**, \$6,000 grant, for the purchase of four spectrophotometers to advance chemistry instruction within the College Transfer curriculum.
- **Estate of Ruth H. Crane**, a final distribution of \$10,967.72, designated for the Ruth H. Crane Scholarship Endowment Fund.
- **Ms. Betty U. Berg**, \$5,000, to establish the William A. Keyser Memorial Scholarship, a new annual scholarship fund. This scholarship will be awarded with preference to a Transylvania County resident.
- **ArvinMeritor, Inc.**, 11 welding machines, total value \$22,000.

- **American General Finance**, used office furniture, total value \$7,631.
- **Estate of Arthur W. Childs**, \$145,000, unrestricted.

Student Government Association

Tara Starnes reported on recent SGA activities, which included: sponsoring two Successful Blood Drives, sponsoring the Toys for Tots Service Learning Project, posting Forum (s) on Moodle for student feedback, and awarding a scholarship in the amount of \$125.00.

Ms. Starnes also announced that a sub-committee was formed to review the current and future use of the pottery studio and student lounge. A finalized proposal was presented to the SGA on January 7th, 2010.

The SGA is currently seeking to fill two vacant position on the SGA Executive Council - Public Information Officer & Parliamentarian.

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 sent to Board Members prior to the meeting. Ken Butcher made a motion to approve the list as presented. Bill Farrell seconded the motion, and it passed without dissent. A copy of the list is attached and made a part of these minutes.

Approval of 2010 College-Wide Goals

Chairman McCormick presented the proposed 2010 College-wide Goals to the Board Members. President Parkhill explained that each year when the College prepares its Institutional Effectiveness Plan (IEP), College-wide goals are reviewed and modified. After discussion, Kohlan Flynn made a motion to approve the 2010 College-Wide Goals. It was seconded by Betty Gash and passed without dissent.

Approval of 2010-2011 Academic Calendar

Chairman McCormick requested approval of the 2010-2011 Academic Calendar which was sent to Board Members prior to the meeting. President Parkhill informed Trustees the calendar was developed to work with both Henderson and Transylvania County Schools schedules and was review and approved by the Faculty Council and the President's Council. The calendar also met all NC Administrative Code requirements. Ken Butcher made a motion to approve the 2010-2011 Academic Calendar as presented. It was seconded by Chip Gould and passed without dissent. A copy of the Calendar is attached and made a part of these minutes.

Approval of NJCAA 2010-2012 Divisional Commitment

President Parkhill requested approval of a change in the National Junior College Athletic Association (NJCAA) 2010-2012 Divisional Commitment from Division I to Division II. President Parkhill stated that although the future of the Intercollegiate Athletic Program is uncertain, the College is still a member of NJCAA. Currently, all colleges in Region IX are Division II. After discussion, Kohlan Flynn made a motion to approve as presented. The motion was seconded by Andrew Tate and passed unanimously.

Review of U.S. Department of Education Audit Report

President Parkhill stated that a copy of the U.S. Department of Education Audit Report was sent to Trustees prior to the meeting. This audit report, prepared by the North Carolina Office of the State Auditor, shows the institutions which have no deficiencies. Blue Ridge Community College is listing among these institutions with satisfactorily findings.

Appointment of Curriculum Committee Chair

Chairman McCormick informed Board Members, due to the resignation of Jeff McDaris, the Chair position of the Curriculum Committee is vacant. Mr. McCormick appointed Marilyn Bailey as the new chair of this committee.

Closed Session as allowed pursuant to NCGS 143-318.11

Dean Shatley, College Attorney read the following motion: 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 and pursuant to N.C.G.S. 143-318.11 (a)(3) for the purpose of discussing matters protected by the attorney-client privilege. Kohlan Flynn made the motion to go into closed session as presented by the college attorney. The motion was seconded by Chip Gould and passed unanimously.

Trustee Comments

Upon reconvening into open session, Ken Butcher stated his gratitude to all the faculty and staff at the College on behalf of their exceptional work with students during these difficult economic times.

There being no comments or further business, the meeting was adjourned.

Chairman

Secretary