

Blue Ridge Community College  
Board of Trustees Meeting  
March 8, 2010 – 5 p.m.  
Flat Rock Campus

The Board of Trustees of Blue Ridge Community College met at 5 p.m. on Monday, March 8, 2010, at the Transylvania Center.

The following members were present:

John McCormick, Jr.	Ken Butcher	Ronnie Pepper
Kohlman Flynn	Betty Gash	Teresa McCall
Andrew Tate	Candler Willis	Bill Farrell
Scott Elliott	Tara Starnes	

The following members were excused:

Chip Gould	Roy Neill
Pat Jones	Marilyn Bailey

Others attending:

Molly Parkhill	Marcia Stoneman	Chad Merrill
Earl Medlin	David Whitson	Lee Anna Haney
Ann Green	Brenda Conner	Peter Hemans
Dean Shatley, College Attorney		

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

Chairman McCormick recognized the faculty and staff at the Transylvania Center for receiving the Brevard/Transylvania Chamber of Commerce “Business of the Year” award. Mr. McCormick commended the faculty and staff at the Transylvania Center for their hard work and dedication to the mission of the College. Transylvania Center Director, Chad Merrill introduced some of the faculty and staff which were present.

**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.

### **Ambassador Program**

Ann Green gave a presentation to the Board on the College's new Community Ambassador Program. The purpose of this program is to deepen the community's support and understanding of the benefits of Blue Ridge Community College. Upon graduation, each Community Ambassador will act as a Blue Ridge Community College representative to help build relationships that encourage involvement and investment in the College. Ms. Green distributed information about the program and recommended that all board members participate in the initial program and provide feedback for its improvement. Mrs. Green outlined the program and addressed all questions. A copy of the program overview is attached and made a part of these minutes.

### **Minutes Approval**

Kohlan Flynn made a motion to approve the January 11, 2010, regular and executive session minutes. It was seconded by Andrew Tate and passed unanimously.

### **Facilities Committee**

Committee Chair, Kohlan Flynn reported the Facilities Committee met on February 23. At that meeting Mr. Chad Robeson of PBC& L gave an update on the College's \$2 million Renovation & Repair projects and informed the Committee that the schematic design and development drawings have been submitted to the State Construction Office. Dr. Flynn also stated that President Parkhill updated Committee Members on the following minor renovations and repair projects on campus:

- Early College expansion in the ISC building
- Literacy Council move to the Patton Building 2<sup>nd</sup> Floor
- Environmental Science program move to the Arts & Sciences building (biology lab equipment was sent over to our Transylvania Center)
- New physical education area in the ISC building
- Print Shop/ Mailroom relocation to the Killian building (this is still in the design phase)
- Drama Department renovations (to take place after the print shop relocation)
- Student Lounge renovations (to be renamed - Student Center) the SGA has presented a proposal for these renovations
- Pottery area to be renovated into a student lounge/study area

### **Finance Committee**

Committee Chair, Bill Farrell reported that the Finance Committee met on February 23. At the meeting President Parkhill gave an update on the 2009-10 State Revenue and Budget Outlook. Committee Members were also given an update from David Whitson on the State and County Financial Report as of February 2009, and the Preliminary Budget information for 2010-2011.

## **President's Report**

President Parkhill informed Trustees of the Community College System's 2010-2011 "Triage" Budget Request. Dr. Parkhill stated that with 27,000 new students ranging from recent high-school graduates to displaced workers, our state's community colleges have become the economic emergency room for North Carolina's workforce. All 58 community colleges are struggling to provide the services our citizens need at a time when our state's revenues are tight. Dr. Parkhill informed Board Members that the State's revenue collections through January is running \$35 million short of the \$11 billion target. Withholding collections continue to weaken at 4.7% below the target as well. The good news is that revenue collected from tuition receipts are up considerably so we do not anticipate any additional reversions for the 2009-2010 academic year. We are, however, anticipating spending limitations after April 15.

President Parkhill invited Board Members to attend a Legislative Breakfast on April 30<sup>th</sup> in the Conference Hall. This will be an informal event with our state legislator where Dr. Stephen Page, Superintendent of Henderson County Public Schools, Jeff McDaris, Superintendent of Transylvania County Schools and Dr. Parkhill will share some of the significant educational issues that will be facing us in the next year.

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:

- The College has submitted a \$200,000 grant request through the NC State Energy Office to receive ARRA (stimulus) funds for energy savings projects in the Patton and Continuing Education buildings. In submitting the application, the College developed a "working" Energy Plan designed to conserve its consumption of electric power, gas, and water.
- The Bookstore's parent company is planning to institute a book rental program, beginning in fall 2010, which should significantly lower the cost of many books.
- In partnership with Henderson and Transylvania Schools and local manufacturers, planning is underway for an Advanced Manufacturing Career Academy for educators and an Advanced Manufacturing Camp for high school students. The Career Academy is planned for Henderson County Public School educators in June; and the Advanced Manufacturing Camp for students is planned for the week of July 26-30 at the TEDC building. Students will participate in a variety of hands-on activities, hear from area manufacturing career professionals, review career information, take career assessment and participate in field trips to local companies. Henderson County Public School educators will collaborate to bring this information into their classrooms.
- The College has received \$67,000 in additional JobsNOW funding to develop more short-term training or offer additional sections of the current JobsNOW programs. The College is considering developing an Auto Detailing program and offering more sections of the Nurse Aide and Weatherization programs.
- Recruitment for Early College students for the 2010-11 school year began in February with presentations to students and parents. The response has been overwhelming and the deadline for applications is April 1.

- The College's submission for this year's Academic Excellence Award is Wanda B. Clark, a second year student in the Associate of Arts program. Wanda plans to transfer to UNC-Asheville in the fall. The Awards Ceremony will be held in Raleigh on April 14.

### **Review of Financial Reports**

David Whitson distributed and reviewed the State & County Financial Reports as of February 28, 2010. Mr. Whitson addressed all questions and comments. A copy of the reports are attached and made a part of these minutes. Mr. Whitson informed Trustees that the College's preliminary budget will be presented to the Board at the May meeting.

### **Educational Foundation Report**

Ann Green, Executive Director, reported that the Foundation has received more than 317 completed scholarship applications to date. She also reported that since the last Board of Trustees meeting the Educational Foundation had received a major gift from Charles and Eleanora Meloun Charitable Fund in the amount of \$15,000 for scholarships.

The Foundation has also received the following new annual scholarships:

- Virginia Parker Memorial Scholarship in the amount of \$550. Ms. Virginia Parker was a dedicated employee of the City of Asheville who lost her battle with cancer in 2008. She was also a long-term member of the Board of Directors of the Western North Carolina Safety and Health School. To honor Virginia's memory, the School has established this scholarship to be awarded with preference to an Environmental Science Technology student.
- Saluda School Alumni Scholarship in the amount of \$500. The proceeds for this scholarship come from the Saluda School Reunion Committee. The scholarship is to be awarded with preference to a full- or part-time student that has attended Saluda School. The Saluda School Reunion Committee plans to invite the recipient to its annual reunion held the third Friday night in August.
- Opening Doors for Women Scholarship, four scholarships in the amount of \$500 each. The Birthday Club provides this scholarship with preference to a woman (up to 64 years of age) that is a full-time student who has and maintains a 3.0 grade point average.
- J. Daniel Furr Memorial Scholarship, four scholarships in the amount of \$500 each. This scholarship is awarded with preference to a full-time student, with a financial need, and in a degree-granting curriculum (GPA of 3.0 or above). The recipient must also be a Transylvania County resident, a citizen of the United States of America, and born after 1987. Finally, the recipient must be willing to sign a Pledge of Honor agreeing to abstain from using alcoholic beverages and illegal drugs during the time period that he or she is receiving this scholarship.

## **Student Government Association**

Tara Starnes reported the following Student Government Association activities:

- A Blood Drive held on February 18, which exceeded our goal with 69 people giving blood. Our fall semester Blood Drive is scheduled for August 26.
- The SGA sponsored a Habitat Work Day on February 27, which was advertised in the Times News and aired on WTZQ 1600 AM Radio. This service project gave students an opportunity to participate in a program that truly directly benefits our community. We had a goal of 50 participants and met and exceed that goal with 54.
- Upcoming events: A St. Patrick's Day event on March 17, Awards Ceremony to be held on April 15, and our Spring Picnic is scheduled for April 22.
- The Bookstore has now posted ISBN Numbers of required texts online available to students.
- We are looking into a Shelter for Public Transportation on Campus Drive
- The SGA has created an outlet for students to support relief in Haiti, which includes: Texting, Red Bracelets, and collection of Bottle Water for donation to "My Place" and a "Pack Day" with Rotary International – Food Relief for Haiti to be held on Saturday April 17.
- The following items have been budgeted out of SGA funds: \$150.00 to print the College's Blue Ink Bulletin's spring semester paper, \$500.00 to fund a Washington, DC trip for the Rotaract Club, \$1981.00 to fund 12 members of PBL Club to compete in the Spring Leadership Conference in Charlotte, NC.

## **Old Business**

No old business.

## **Approval of 2010-2011 Transylvania County Operating Budget**

David Whitson informed Board Members that the Transylvania County Commissioners have requested the College's 2010-2011 Operating Budget request early in order to begin their budget planning process. Mr. Whitson reviewed in detail the budget request and addressed all questions. Bill Farrell made a motion to approve the budget request as presented. It was seconded by Ken Butcher and passed without dissent. A copy of the budget request is attached and made a part of these minutes.

## **Approval of Special Permit to Use College Facilities**

Chairman McCormick stated that the Interfaith Assistance Ministry has requested to serve wine at their "Taste of Hendersonville" annual fund raiser to be held on October 5, 2010. Mr. McCormick stated that the Interfaith Assistance Ministry had met all of the College requirements for this special

permit. Bill Farrell made a motion to approve the special permit request. It was seconded by Candler Willis and passed unanimously.

### **State Program Audit Report**

Chairman McCormick informed Trustees the State recently conducted a Program Audit for the College's spring 2008 – spring 2009 semester. The report showed no audit exceptions. A copy of the audit is attached and made a part of these minutes.

### **New Trustee Oath of Office**

Chairman McCormick stated that new Trustee, Scott Elliott took his oath of office prior to this meeting at the Transylvania County Clerk of Court's office. A copy of the signed oath is attached and made a part of these minutes.

### **Committee Appointment**

Chairman McCormick appointed Scott Elliott to the Curriculum Committee.

### **Intercollegiate Athletic Report**

President Parkhill recommended the Board suspend the College intercollegiate athletic programs. Dr. Parkhill pointed to four factors which guided her decision to recommend the suspension:

- Generating enough revenue for a quality program is difficult.
- Community support is minimal.
- Faculty and staff support is declining.
- Recruitment of strong student athletes skilled in their sport and academically prepared continues to be challenging.

Dr. Parkhill stated that without the additional expense of the athletic programs the Student Activity fee could be reduced from \$30 to \$25. Dr. Parkhill addressed questions concerning the use of the baseball field. She informed Board Members that the baseball field could be made available to the community and local area schools for rent. The College's current facility rental policies would apply. Ken Butcher made a motion to approve the recommendation as presented. It was seconded by Bill Farrell and passed without dissent.

### **Trustee Comments**

Chairman McCormick informed Trustees that Chip Gould, Chair of the President's Evaluation Committee would be contacting members concerning a date for Dr. Parkhill's evaluation. Mr. McCormick asked Board Member to complete the President's Evaluation form, which is posted on the Board Web site and send it to Brenda Conner by April 1.

Chairman McCormick reminded Board Members that the NCACCT Law Seminar will be held in Raleigh on April 7-9, 2010. All new or reappointed board members are required to attend a Trustee Orientation within one year of their appointment. There will be another opportunity for this orientation in September. If you need to attend, please contact Brenda Conner.

Chairman McCormick reminded Trustees that their Statement of Economic Interest forms are due into the State Ethics Commission by April 15. Please let Brenda Conner know when you have sent this in.

Chairman McCormick informed Trustee that a copy of the 2009 edition of the Community College Laws of North Carolina was included in their folders.

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

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Chairman

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Secretary