

Blue Ridge Community College
Board of Trustees Meeting
January 9, 2012 – 5:00 p.m.
Henderson County Campus

The Board of Trustees of Blue Ridge Community College met at 5:00 p.m. on Monday, January 9, 2012, at the Henderson County Campus.

The following members were present:

John McCormick, Jr.	Teresa McCall
Candler Willis	Betty Gash
Scott Elliott	Andrew Tate
Patricia Jones	Ken Butcher
Bill Farrell	
Jesse White, Vice President-SGA	

The following members were excused:

Roy Neill	Chip Gould
Kohlman Flynn	Ronnie Pepper

Others attending:

Molly Parkhill	Alan Stephenson	Marcia Stoneman
David Hutto	Rhonda Devan	Chad Merrill
Ann Green	Lee Anna Haney	Peter Hemans
Brenda Conner	Chad Donnahoo, 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.

Agenda Change

Chairman McCormick requested that in order to accommodate the SGA Vice-President's class schedule, the Student Government Association report will be moved on the agenda to immediately following the approval of the minutes.

Minutes Approval

Bill Farrell made a motion to approve the November 14, 2011 regular meeting minutes and the December 20, 2011 Executive Committee meeting minutes as presented. It was seconded by Betty Gash and passed unanimously.

Student Government Association Report

Student Government Association Vice President, Jesse White reported the Phi Beta Lambda Club held the 3rd Annual Chili Cook-Off on November 8 in the Student Center. The International Student Club held an event to celebrate International Education Week (November 14-18) on November 16th. The event included a game of international Jeopardy, various international hors d'oeuvres and a tango dance presentation. The Education Club hosted The Early Care and Education Fair in the Student Center on November 17th. Guest speakers from various professions in early education presented at the event. The M.A.G.I.C. held the club's first Halo tournament on November 18th in TEDC Conference Hall as a fund raiser. The club plans to hold more gaming tournaments in the future. SGA and the Nursing Club set up booths at the Holiday Market on December 2-3 to help raise money for their clubs. SGA hosted a Holiday Party for the students on December 8th in the Student Center. A Holiday Cookie Competition and a Bad Sweater Competition was held during the party. Clubs were encouraged to bring in donations for Toys for Tots. The coat collection sponsored by the Rotaract Club for Interfaith Assistance Ministries ended in mid-December. Several boxes of coats were donated. The Rotaract Club will be holding a Belt Drive next week.

The Student Government Association President and Treasure have both stepped down from their positions. We will be looking at applications to fill these positions.

Executive Committee

Chairman McCormick stated that the Executive Committee met on December 20, 2011 to review and approve a Level I Service Agreement with Wake Technical Community College, which had a delivery date prior to the full board meeting. Mr. McCormick reviewed the agreement with the Board and stated the committee had approved this agreement.

Chairman McCormick informed Trustees that the Committee had also approved delegating authority to the President to enter into Instructional Service Agreements. This would eliminate the need to call Executive Committee meetings for this purpose. The president will inform the Board at regular scheduled meetings of any service agreements that are approved. The Board unanimously ratified the Executive Committee's approval actions.

Facilities Committee

In the absence of Kohlan Flynn, Chairman McCormick reported the Facilities Committee met on December 20, 2011. The Committee received updates on the \$2MM project, the 2012-2013 County Operating Budgets, and the Current Capital County Funding Projects. Rhonda Devan gave a brief review of the 2012 Facilities Condition Assessment Plan that was present to the Facilities Committee and addressed all questions. The Committee's recommendation for approval of the 2012 Facilities Condition Assessment Plan was passed without dissent.

Finance Committee

Teresa McCall reported the Finance Committee also met on December 20, 2011. The Committee received a status report on the current financial report and the fiscal year 2011 finance statements. Ms. McCall stated the 2012-2013 State Preliminary Budget and 2012-2013 Proposed County Budgets were also presented. President Parkhill and Rhonda Devan reviewed in detail both the state and county budgets. All questions were address and after discussion, the Committee's recommendation for approval of the 2012-2013 Proposed County Budgets were passed unanimously.

President's Report

President Parkhill informed Trustees a copy of the President's Report has been posted to the Board Web site for their review. She encouraged Board Members to contact her if they had any questions regarding the report. The full report is attached and made a part of these minutes.

- The College received notification from the North Carolina Community College System (NCCCS) that Blue Ridge Community College would be required to revert \$126,914 in state funds. Funds had been set aside during the budget development process in anticipation of this request. Analysis of last fiscal year's tuition receipt collections had indicated a tuition receipts shortfall in FY 2011-12. Lower than anticipated enrollment contributed to this shortfall exceeding original projections. Compounding the problem, the unemployment claims and workers' compensation benefits that the System Office pays on behalf of the colleges' state-funded positions significantly exceeded budgeted levels.
- The Institutional Advancement Division will host a Community Ambassador Program reunion on February 23 at 4 p.m. This event will be held prior to the Business After Hours event. To date, 71 individuals have graduated from the Community Ambassador Program.
- Blue Ridge Community College has received approval from the North Carolina Community College System for the following programs in the College and Career Promise Pathways for high school students beginning Spring Semester 2012. Currently 110 students have registered for courses under this new state initiative.
- The pass rate for Associate Degree Nursing students on the National Council Licensure Examination for Registered Nurses required by the State Board of Nursing has improved to 94%.
- A joint collaborative meeting with Henderson County Government, Henderson County Public Schools and the College was held on November 8 to discuss ways to maximize

county funds through leveraging resources and sharing best operational and maintenance practices. Recommendations included sending a joint RFP for waste management and working with county grant writers to secure funding for energy efficiency projects.

- Final registration for Spring 2012 resulted in 2,150 students registering. This number compares to 2,225 students registered for Spring 2011.

President Parkhill addressed questions concerning enrollment numbers in the College's welding, electronics, and machining programs. Dr. Parkhill informed the Board the College is conducting a feasibility study of adding Mechatronics Engineering Program next year.

Review of Financial Report

Rhonda Devan reviewed the Report of State and County Funds as of November 30, 2011. All questions were addressed.

Educational Foundation Report

Educational Foundation Executive Director Ann Green reported Scholarship Applications forms for the 2012-2013 academic year are now available. The deadline for completed forms is March 1.

Ms. Green informed Trustees contributions at the end of the second quarter of 2011-2012 totaled \$225,240. The Educational Foundation has received the following contributions since the last board meeting:

- Louis and Judith Santiago have gifted stock valued at \$5,173.85 designated for the Blair-Santiago Family Scholarship Endowment Fund.
- Mrs. Betty U. Berg has made a contribution of \$5,000 to the William A. Keyser Memorial Scholarship to fund five 2012-2013 annual scholarships. Each scholarship will be awarded with preference to a Transylvania County resident.

Old Business

No old business.

Approval of New Employees

Chairman McCormick reviewed the listing of new employees with details on education and work experience. Andrew Tate made a motion to approve the list as presented. Teresa McCall seconded the motion, and it passed without dissent. A copy of the list is attached and made a part of these minutes.

Approval of 2012-2013 Academic Calendar

Chairman McCormick requested approval of the 2012-2013 Academic Calendar. Trustees were able to review the calendar on the board web site prior to the meeting. Teresa McCall made a motion to approve the 2012-2013 Academic Calendar as presented. It was seconded by Scott Elliott and passed without dissent.

Approval of Proposed Bylaw Amendment

President Parkhill reminded Trustees the proposed bylaw amendment was presented for their review at the November meeting. This proposed bylaw change recommends the Finance Committee be changed to the Finance and Investment Committee and is consistent with the recent change to G.S. 115D-58.6. A copy of the proposed Bylaw and the General Statute was provided to Board Members and is attached and made a part of these minutes. All questions were addressed. Bill Farrell made a motion to approve the proposed bylaw amendment as presented. It was seconded by Andrew Tate and passed unanimously.

Trustee Comments

President Parkhill stated that the board retreat will be held at the Brevard Music Center on March 12, from 11 a.m. to 5 p.m. with the regular board meeting to begin at 5:30 p.m. We will provide a shuttle service from the College to the Brevard Music Center. A tentative agenda was distributed to Board Members. Trustees were encouraged to submit any items to be added to the agenda to the president's office.

There being no further business, the meeting was adjourned.

Chairman

Secretary