

**BEAUFORT COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 4, 2022**

The Beaufort County Community College Board of Trustees met on Tuesday, October 4, 2022, at 7:00 p.m. in the Reverend Dr. Robert B. Cayton Memorial Boardroom of Building 10. A link to the complete Board agenda packet was accessible on the BCCC website.

BOARD MEMBERS PRESENT

Col. Kathleen Simpson, Chair
Teresa Canady
Archie Griffin
Cornell McGill
Laurel Paramore
John Rodman
Wali Saleem
Marya Shavender
Mitchell St. Clair, Sr.
Dr. Laura Staton
Linda West
Jaques Williams, SGA President

BOARD MEMBERS ABSENT

Jim Chrisman
Julia Lodge

The following staff members were present: Dr. David Loope, President; Mr. Mark Nelson, Vice President of Administrative Services; Dr. Lisa Hill, Vice President of Academic Affairs; Dr. Stacey Gerard, Vice President of Continuing Education; Mr. Ben Morris, Dean of Business and Public Services; Ms. Samantha Spencer, Dean of Arts and Sciences; Dr. Kent Dickerson, Dean of Allied Health; Dr. Kimberly Mullis, Dean of Institutional Effectiveness; Mr. Attila Nemezc, Coordinator for Marketing and Public Relations; Ms. Susan Pendergrass, Administrative Assistant to the Vice President of Academics; Ms. Jolinda Cooper, Office Manager for Arts and Sciences; Mr. Jacob Congleton, Information Systems Specialist; and Ms. Susan Hodges, Acting Administrative Assistant to the Board of Trustees. Also, in attendance: Ms. Olivia Briley, BCCC Ambassador.

Col. Kathy Simpson, Chair of the Board of Trustees, called the meeting to order at 7:00 p.m.

PRAYER

Col. Kathy Simpson called on Ms. Canady to lead with prayer.

MISSION STATEMENT/ETHICS AWARENESS

Col. Simpson called attention to the Mission Statement of the College. In compliance with the N.C. State Ethics Commission's directive, Col. Simpson read the Ethics Awareness and Conflict of Interest Reminder. Col. Simpson called for any conflicts of interest. She stated that no conflicts of interest were identified.

APPROVAL OF THE AGENDA

Col. Simpson directed attention to the agenda and called for corrections and/or additions to the agenda. Col. Simpson requested the addition of a closed session to the agenda pursuant to **N.C.G.S. 143-318.11 (a)(1)** To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, **(3)** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege and **(6)** Personnel. Col. Simpson called for a motion to approve the agenda as amended. Ms. West made the motion to approve the agenda as amended. Ms. Shavender seconded, and all were in favor.

INTRODUCTION OF AMBASSADOR

Col. Simpson called on Mr. Attila Nemezc to introduce Olivia Briley who will be serving as an Ambassador for the 2022-2023 academic year. Ms. Briley gave the Board a brief commentary about her background and future goals. She is currently a student in the Medical Laboratory Technology program and hopes to attend Veterinary school in the future. Col. Simpson welcomed Ms. Briley on behalf of the Board of Trustees.

APPROVAL OF MINUTES

Col. Simpson directed attention to the Regular Board Meeting Minutes from August 2, 2022, located on pages 7-13. Col. Simpson stated that everyone had time to review the minutes prior to the meeting. Col. Simpson called for questions or comments. Hearing none, she called for a motion to approve the minutes. Dr. Staton made the motion to approve the August 2, 2022, minutes as presented. Ms. Canady seconded, and all were in favor.

Col. Simpson directed attention to the Special Called Meeting Minutes from September 13, 2022, located on pages 14-17. Col. Simpson stated that everyone had time to review the minutes prior to the meeting. Col. Simpson called for questions or comments. Hearing none, she called for a motion to approve the minutes. Mr. McGill made the motion to approve the September 13, 2022, minutes as presented. Ms. Canady seconded, and all were in favor.

OLD BUSINESS – No report

REPORTS AND RECOMMENDATIONS

Property Committee

Col. Simpson called on Mr. St. Clair, Property Committee Chair, to present the Property Committee report and minutes for the October 4, 2022 meeting. The Property Committee met before the Board meeting and all trustees present heard the report. A motion was made by Mr. St. Clair to approve the minutes as amended for the October 4, 2022 Property Committee. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor. There were no other action items.

Educational Programs Committee

Col. Simpson called on Mr. Saleem, Educational Programs Committee Chair, to present the Educational Programs Committee report and minutes for the October 4, 2022, meeting. The Educational Programs Committee met before the Board meeting and all trustees present heard the report. A motion was made by Mr. Saleem to approve the minutes as presented for the October 4, 2022, Educational Programs Committee. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor.

Mr. Saleem noted that the Educational Programs Committee recommended approval of the Study Abroad Trip for Summer 2024 as presented by Ms. Suzanne Stotesbury, Study Abroad Coordinator, at the Educational Programs Committee meeting on October 4, 2022. A motion was made by Mr. Saleem to approve the Study Abroad Trip for Summer 2024. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor.

Mr. Saleem noted that the Educational Programs Committee recommended approval to revise Policy 5.28 Secondary Employment Policy as presented by Dr. Lisa Hill, Vice President of Academic Affairs, at the Educational Programs Committee meeting on October 4, 2022. A motion was made by Mr. Saleem to approve the revision to Policy 5.38 Secondary Employment Policy. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor.

Finance Committee

Col. Simpson called on Mr. Griffin, Finance Committee Vice Chair, to present the Finance Committee report and minutes for the October 4, 2022 meeting. The Finance Committee met before the Board meeting and all trustees present heard the report. A motion was made by Mr. Griffin to approve the minutes as presented for the October 4, 2022, Finance Committee. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor. There were no other action items.

Personnel Committee

Col. Simpson called on Mr. Rodman, Personnel Committee Chair, to present the Personnel Committee report and minutes for the October 4, 2022 meeting. The Personnel Committee met before the Board meeting and all trustees present heard the report. Mr. Rodman made a motion to approve the minutes as presented for the October 4, 2022, Personnel Committee. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor.

Mr. Rodman noted that the Personnel Committee recommended approval to adopt Policy 5.62 Probationary Status Policy as presented by Dr. Loope, President, at the Personnel Committee meeting on October 4, 2022. A motion was made by Mr. Rodman to approve Policy 5.62 Probationary Status Policy. Since approval comes as a recommendation from a standing committee, it does not require a second, and all were in favor.

Agriculture Committee

Col. Simpson called on Mr. Griffin to present the minutes from the final Agriculture Committee meeting which was held on October 4, 2022. A motion was made by Ms. West to approve the Agriculture Committee minutes as presented for the October 4, 2022 Agriculture Committee Meeting. Ms. Shavender seconded, and all were in favor.

President's Report

Col. Simpson called on Dr. Loope to present the President's Report. Dr. Loope presented information on the following:

Update from the State Board and NCCCS

- Col. Simpson and Dr. Loope attended the NCACCT Bi-annual Conference in Asheville on September 6-9, 2022.
- Burr Sullivan, Chairman of the State Board, assures that communication with presidents and trustees will improve.
- Search is underway for a new President of NCCCS.
- New UNC building in Raleigh will likely include space for DPI and NCCCS.
- Project Kitty Hawk: \$98 million to UNC for planning certificate/micro certificate programs. Potential impacts on NCCCS.

Beaufort Promise

- Criteria will change May 2023
- 9+ academic credits, 2.0 GPA; will keep 50+ contact hours for CE

Education NC Visit

- Hosted Katie Dukes, reporter for EdNC statewide education network on September 27-28.
- Met with two faculty members, Professor Tom Grubb, Art and Professor Jessica Mann, Early Childhood Education; visited Early College High Schools in Beaufort, Tyrell, and Washington counties; and visited with Alumna Nidia Martinez – ESL/GED/AAS in Cosmetology; interested in HEERF spending and Beaufort Promise.

Basic Law Enforcement Training

- Moving from Academics to Continuing Education for administration. Will remain a credit program for financial aid purposes.

Association of Community College Trustees – October 26-29 in New York, NY

- Col. Simpson and Dr. Loope to attend.
- Dr. Loope to present paper: "A Community of Souls: Institutional Distinctiveness at Rural Community Colleges".

Dr. Loope presented a request to the Board of Trustees to name a Business and Industry classroom in Building 8 in honor of Mr. Jeff Tubaugh. Mr. Tubaugh worked in the Small Business Center in the Division of Continuing Education and passed away several years ago from cancer. His wife, Ms. Shelley Tubaugh, recently made a substantial gift to the College in his name and has created a scholarship program to aid students who are cancer patients or survivors or who have had a parent, grandparent, or sibling with cancer or who passed away from cancer. A motion was made by Mr. St. Clair that Beaufort County Community College hereby honors the outstanding service of Mr. Jeff Tubaugh to the Small Business Center by naming room 829 in the Continuing Education Building the Jeff Tubaugh Business and Industry Classroom. Dr. Staton seconded, and all were in favor.

NEW BUSINESS

Col. Simpson announced Trustee Committee assignments for the remainder of the year 2022-2023.

- Property Committee: Mitch St. Clair, Chair; Laura Staton, Vice Chair; John Rodman; Teresa Canady; Archie Griffin; and Jim Chrisman.
- Finance Committee: Jim Chrisman, Chair; Archie Griffin, Vice Chair; Cornell McGill; Mitch St. Clair; Marya Shavender; and Laura Staton.
- Education Committee: Wali Saleem, Chair; Linda West, Vice Chair; Teresa Canady; Julia Lodge; Laurel Paramore; and Marya Shavender.
- Personnel Committee: John Rodman, Chair; Laurel Paramore, Vice Chair; Julia Lodge; Cornell McGill; Wali Saleem; and Linda West.
- Executive Committee: Kathleen Simpson, Chair; Wali Saleem, Vice Chair; Jim Chrisman; John Rodman; and Mitch St. Clair.
- Chaplain: Teresa Canady
- Parliamentarian: Ranee Singleton

Board of Trustees Retreat – A Board of Trustees retreat will be held on Friday, November 4, 2022 at River Forest Manor. The retreat will begin with coffee and pastries at 8:30. The meeting will be held from 9:00 a.m. to 2:00 p.m. All Trustees are encouraged to attend.

Christmas Party – Following a brief discussion about the December meeting, Ms. Shavender made a motion that the Board of Trustees would not host a Christmas Party in December this year. Mr. St. Clair seconded, and all were in favor.

Col. Simpson called for a motion to go into closed session. Mr. St. Clair made the motion to go into closed session pursuant to **N.C.G.S. 143-318.11 (a)(1)** To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, **(3)** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege and **(6)** Personnel. Ms. Shavender seconded the motion. The Board went into closed session at 7:50 p.m.

Mr. McGill made the motion to come out of closed session. Ms. Shavender seconded, and all present were in favor. The Board came out of closed session at 8:10 p.m.

Having no other business, Col. Simpson called for a motion to adjourn. Ms. Cannady made the motion to adjourn. Ms. Shavender seconded, and all were in favor. Col. Simpson adjourned the meeting at 8:10 p.m.

NEXT BOARD MEETING

The next regular scheduled Board of Trustees meeting will be Tuesday, February 7, 2023.

Respectfully Submitted,

Col. Kathleen Simpson
Chair

David R. Loope, Ed.D.
President

Date