

**Roanoke-Chowan Community College
Board of Trustees Meeting
Jernigan Building Board Room
August 22, 2023**

Agenda

MISSION: Roanoke-Chowan Community College, a member of the North Carolina Community College System and located in Hertford County, is a public, two-year institution of higher education offering associate degrees, diplomas, certificates, college and career readiness, and customized business and industry training in a variety of delivery modes promoting public service, transfer, and workforce development for a diverse student body, leading them to contribute to the vitality of an increasingly global community.

Vision: Roanoke-Chowan Community College will be a world-class educational institution positively changing the lives of those served.

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| I. Call to Order | Mr. Ronald Gatling
Board Chair |
| II. Oath of Office Ceremony
Mr. Albert Vann, Reappointed by the Governor
Dr. Renee Tyler, Reappointed by the Hertford County Board of Education | |
| III. Roll Call | Mrs. Tarsha Bush-Dudley
Board Clerk |
| IV. Invocation | |
| V. Election of Chair, Vice Chair and Board Secretary | Mrs. Dudley |
| VI. Identification of Conflicts or Potential Conflict of Interest | Board Chair |

“At this time, I would like to remind the Board that our officers are subject to the State Government Ethics Act. This imposed several duties on all of us, including the duty to avoid conflicts of interest and the appearance of conflicts of interest. Any member who has a known conflict of interest or is aware of the appearance of a conflict of interest with respect to any matter coming before the Board should disclose that to us now. Anyone who determines, during the course of this meeting, that they have a conflict of interest or that there is an appearance of a conflict of interest in any matter that comes before the Board should let me know that at the appropriate time.”

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| VII. Mission Statement Review | Board Vice President |
| VIII. Approval of the Agenda | Board Chair |
| IX. Approval of Board Meeting Minutes
June 24, 2023, Board Meeting Minutes | Board Chair |
| X. R-CCC Foundation | Mr. Andre Lassiter
Finance Chair |
| XI. Committee Reports | |
| A. Finance Committee
Finance Report and Update
Action: Request Approval of Financial Report
Financial Report as of June 30, 2023 | Mr. Lassiter
Mr. Matt Williams
Interim CFO |
| B. Policy & Quality Assurance Committee
Policy & Quality Assurance Report Update
Action: Request Approval of BOT Policy
3.2.19: Parental Leave | Dr. Otis Smallwood |
| C. Building & Grounds Committee
Building & Grounds Report Update
Action: Approve Naming of Buildings | Mr. Albert Vann
Chair |
| D. Board Chair's Report | Board Chair |
| XII. President's Report | Dr. Williams |
| XIII. Closed Session | Board Chair |
| XIV. Adjournment | Board Chair |



BOARD OF TRUSTEES MEETING
Hyatt House Raleigh North Hills
June 24, 2023
9 a.m.

Call to Order: Chair Gatling called the meeting to order at 9:02 a.m.

Roll Call: Roll call was done by Tarsha Bush-Dudley.

Trustee Attendance:

<u>Trustee Name</u>	<u>Absent/Present</u>
Ronald Gatling (Chair)	Present
Jeri Pierce (Vice-Chair)	Present
Wendy Ruffin-Barnes	Absent
Mary Harrell	Present
Albert Vann	Present
Andre Lassiter	Present
Jean Matthews	Present
Betty Pugh	Present
Otis Smallwood	Present
Renee Tyler	Absent
Geneva Riddick-Faulkner	Absent
Catherine Wilson	Absent

Staff Present: Dr. Murray Williams (President), Dr. LaToya Wiley (Vice President, Administrative & Fiscal Services), Dr. Tanya Oliver (Associate Vice President of Student Services), Ms. Stephanie Benson (R-CCC Executive Vice President), Mr. Clarence Hall (Director of IT/CIO), Tarsha Bush-Dudley (Board Liaison)

Others Present: None.

Invocation: Given by Trustee Vann.

Conflict of Interest Statement: Read by Vice-Chair Pierce. None were noted.

Mission Statement Review: Vice-Chair Pierce reviewed the R-CCC Mission Statement with the Trustees.

Approval of the Agenda: On a motion by Trustee Harrell and seconded by Trustee Pugh the June 24, 2023, agenda was approved by the Board.

Roanoke Chowan Community College

Board of Trustees Meeting Hyatt House Raleigh North Hills June 24, 2023 9 a.m.

Approval of Consent Agenda:

- On a motion by Trustee Harrell and seconded by Trustee Vann the Consent Agenda items were approved by the Board.

Committee Reports:

Finance Committee:

- Dr. Wiley gave an overview of the Financial Reports for April 2023.
- On a motion by Trustee Lassiter and seconded by Trustee Pierce, the Board approved the Month End Reports for May 2023.

Policy & Quality Assurance

- On a motion by Trustee Matthews and seconded by Trustee Harrell, the Board approved the revision of the academic calendar to include one full week for spring break.

Buildings & Grounds

- Mr. Vann presented to the Board recommendations for names for the New Health Sciences Building, Student Services Center, Universal Training Center, and the Davis Building.
- The recommendations were tabled until the next regularly scheduled meeting.

Board Chair's Report

- Chair Gatling thanked Mr. Ebersole for participating in the 2023 R-CCC BOT Retreat.
- Chair Gatling recognized Vice-Chair Pierce for being the Trustee Spotlight for the month of June.
- Chair Gatling stated R-CCC has been reaffirmed by SACSCOC. He congratulated Dr. Williams and her staff for their hard work and dedication to this wonderful accomplishment.
- Chair Gatling was acknowledged for his upcoming birthday on June 28th.
- On a motion by Trustee Harrell and seconded by Trustee Lassiter the Board approved an Annual Community Celebration. More information is forthcoming.

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President's Report:

- Dr. Williams stated the College received two grants from Golden Leaf in 2018 in which the funds had not been utilized. She stated she recently met with Golden Leaf, and they have agreed to a one year no cost extension. The UTTC Grant was designed to serve 50 people and the College has exceeded this amount.
- The SNAP Grant has been utilized as well and has serviced 35 students in the Rich Square location in EMS and the Nurses Aid Program. The grant will expire next year.
- Dr. Williams stated that summer enrollment is at 118%.

Closed Session:

- On a motion by Trustee Pierce and seconded by Trustee Vann the Board went into closed session at 9:41a.m.

Adjournment:

- On a motion by Trustee Harrell and seconded by Trustee Smallwood the meeting adjourned at 10:22 a.m.



Board Chair



Prepared by Board Clerk