

**Regular Meeting of the Board of Trustees  
Roanoke-Chowan Community College  
Tuesday, April 23, 2002  
Board Room, Jernigan Building**

**MINUTES**

Trustees Present: Glendale Boone, Jim Farmer, Nellie Fennell, Vernice Howard, Don Joyner, Rob Lewis, Johnnie Reid, Carl White, Lillie Owens-White

Trustees Absent: Timothy Boone, Margaret Burgwyn, Leroy Douglas

The meeting was called to order by Chair Rob Lewis. Vernice Howard gave the invocation.

**Introduction of New Employees.** Cleveland Blount introduced the following new employees: Gloria Fairless, Computer Assisted Instruction Lab Coordinator; Mary Vaughan, Custodian II; Gloria Rabun, Director of Assessment and Evaluation; and Robert Williams, new Dean of Continuing Education and Workforce Development. A welcome to all was given by Chairman Lewis.

**Personnel Report.** Cleveland Blount reported that the Career/Job Placement Coordinator and Program Coordinator, Cosmetology will begin work July 1, 2002.

**Approval of Minutes.** Correction to March 26, 2002 minutes: Member Carl White's name was left off the roll call. Mr. White was not present. On motion of Carl White, seconded by Jim Farmer, the March 26, 2002 minutes were approved as presented.

On motion of Carl White, seconded by Glendale Boone, the Board of Trustees moved into closed session.

Regular session reconvened at 8:00.

**Old Business.** Jack Henderson gave this report. The architects for the new building will be on campus tomorrow morning at 10:00. Board members are invited to walk through the building with the architect to look at the checklist. There are no major problems. The College is trying to clean up as much as possible. The cash we are holding will keep the contractors around. We should know something tomorrow. We are holding 5% plus the final payment.

Building and Grounds members Jim Farmer and Carl White will accompany the architects on the walk through tomorrow.

Charlene Jones called the Attendance Roll Call.

**New Business.**

Board Policy #8.3 - no action necessary, editorial changes only

Board Policy #8.4 - no action necessary, editorial changes only

Board Policy 9.13 - On motion of Jim Farmer, seconded by Carl White, Section (2.12) Child Care Center removal from policy carried.

A suggestion was made to charge students for returned checks. The President will investigate this.

**President's Remarks.** Dr. Wyatt gave this report.

- Attended Rotary and Executive Management meetings
- Held two staff meetings regarding campus budgeting
- Attended Career Day on campus
- Attended Workforce Development Board Meeting in Rocky Mount
- Attended Lowe's dedication in Garysburg
- Attended Hertford County Board of Commissioners meeting
- Participated in Teacher's Assistants proposed partnership meetings in Windsor
- Participated in Exit Interview with Veronica Ross – Program Audit
- Met with Z. Lamb – Bertie County
- Numerous campus meetings
- Conference call re: grant opportunity

This is Jack Henderson's last board meeting. The Board of Trustees thank Mr. Henderson for his dedication to the College.

**Upcoming Events.**

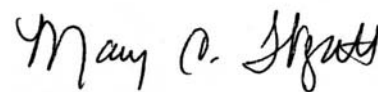
Commencement – May 9<sup>th</sup> at 6 p.m. GED; May 10<sup>th</sup> at 6 p.m. Curriculum  
Pinning Ceremony – May 10<sup>th</sup> at 1 p.m.

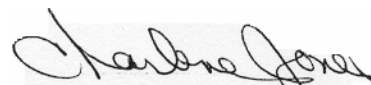
All Trustees are invited. Dr. Saundra Williams, Vice President of Administration, North Carolina Community College System, will be speaker at Curriculum Commencement. Dr. Mary Wyatt will be speaker at GED Commencement.

Meeting adjourned at 8:30.

Respectfully submitted,

  
W. Rob Lewis, Chairman

  
Mary C. Wyatt, Secretary

  
Charlene Jones, Recorder