

**Regular Meeting of the Board of Trustees
Roanoke-Chowan Community College
Tuesday, September 24, 2002
Board Room, Jernigan Building**

MINUTES

Trustees Present: Glendale Boone, Margaret Burgwyn, Jim Farmer, Nellie Fennell, Vernice Howard, W. Rob Lewis, Johnnie Reid, Carl White, Lillie Owens-White

Trustees Absent: Timothy Boone, Leroy Douglas, Don Joyner

Staff Present: Mary C. Wyatt, President; Claudia Morris, Vice President for Planning and Advancement; Linda Alexander, Dean of Academic Affairs; Diane Kimbrough, Dean of Student Services; Robert Williams, Dean of Continuing Education; Cleveland Blount, Human Resources Manager; Lisa Rolan, Manager Finance and Administration; Woody Copeland, Bonnie Jordan, Nancy Baker, Janet Faison, Tekesha Archer, Joe Clark, Eric Storie, Loretta Holloman, Myrna Carlson, Sheryl Harrell, Linda Griffin, Rita Rogers, Charlene Jones, Recorder

The meeting was called to order by Judge Rob Lewis. Invocation was given by Mr. Jim Farmer.

On motion of Johnnie Reid, seconded by Lillie Owens-White, the meeting went into closed session at 7:05 p.m.

On motion of Margaret Burgwyn, seconded by Johnnie Reid, the meeting reconvened into regular session at 7:30 p.m.

Faculty Association Representative. Judge Lewis welcomed members of the faculty association. Woody Copeland, Interim President of the Faculty Association, introduced Rita Rogers, spokesperson for the Faculty Association. Ms Rogers summarized the memo "Faculty Contracts" that was distributed for Board review and is attached to the minutes. Judge Lewis stated that the majority of the Board of Trustees have just become aware of this issue and will certainly consider the opinions of the Faculty Association.

Approval of Minutes. On motion of Jim Farmer, seconded by Glendale Boone, the August 27, 2002 regular meeting minutes were approved.

Election of Officers.

Nominations for Chairperson:

Vernice Howard

On motion of Margaret Burgwyn, seconded by Nellie Fennell, nominations for Chairperson are closed.

Nominations for Vice Chairperson:

Jim Farmer	decline
Glendale Boone	decline
Margaret Burgwyn	decline
Johnnie Reid	decline
Nellie Fennell	decline
Carl White	

On motion of Margaret Burgwyn, seconded by Nellie Fennell, nominations for Vice Chairperson are closed. The meeting was turned over to the new Chairperson, Vernice Howard.

The Board of Trustees thanked Judge Lewis for all his efforts and leadership over the years.

Old Business.

Finance Committee. This committee met and a report will be given in closed session.

Executive Committee. Judge Lewis gave this report. The Board of Trustees needs to have a board retreat. A meeting will be held with Board Chair Howard to determine a date and location. Dr. Wyatt will inform the committee of funds available. The retreat needs to be in place as soon as possible, since it was a SACs requirement.

New Business.

Northampton County Budget Contribution. Letter from Wayne Jenkins, Northampton County Manager, evidencing the 2002-2003 Northampton County Budget contribution to RCCC of \$6,000.00 was included board packet. A letter from Dr. Wyatt requesting that the allocation be forwarded to RCCC was also included in the board packet. Dr. Wyatt stated that these funds would be used to increase our presence in Northampton County through the services we provide.

Follow-up Report-Meeting with North Carolina Community College System Regarding Rivers Correctional Institute. The executive management council traveled to Raleigh to meet with Systems Office personnel to discuss RCCC handling some educational programs at Rivers Correctional Institute. Systems Office staff did not give RCCC approval.

Interpretation of the Code will not allow us to legally work with Rivers at this time. Rivers is a federal private prison and the Code is for State prisons. This is a unique situation. A meeting with President Martin Lancaster has been scheduled to discuss this issue.

Building Names. It has been called to our attention that naming the buildings on campus has not been completed. The Board of Trustees approved the renaming of buildings in March 1999. A copy of the minutes of the March 23, 1999 meeting will be distributed for review. The Building and Grounds Committee is charged with researching this issue and report at the next meeting. Renaming buildings is tabled until the next meeting.

Personnel Update. Personnel update is incorporated and made a part of these minutes. Cleveland Blount reported that interviews for the Accounting Instructor have been completed. We are having difficulty filling the Architectural Technology Instructor, Associate Degree Nursing Instructor and Librarian positions.

President's Remarks. Dr. Mary Wyatt's report of activities:

- Northampton Partnership for Children
- Weekly Budget & Planning Team meetings
- NC Community College System Office – re: Rivers Correctional Institute
- Early Childhood Orientation – Small Business Center
- Executive Management Council – 2nd and 4th Tuesday
- Meeting with Gary Templeton
- Finance Committee meeting
- President's Association meeting
- Executive Committee meeting
- Hertford County Commissioners meeting
- Meeting with Senator Frank Ballance
- Faculty Association meeting
- Elizabeth City Alumni meeting
- Senator-elect Robert Holloman reception

On motion of Rob Lewis, seconded by Jim Farmer, the meeting went into closed session at 8:45 p.m.

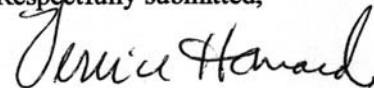
On motion of Margaret Burgwyn, seconded by Johnnie Reid, the meeting reconvened into regular session at 9:25 p.m.

The legislative mandate of Senate Bill 1005, Section 30.6 – Modify Term of Community College Faculty Contracts was discussed by Trustees. Decisions regarding faculty contracts are to be decided by the President.

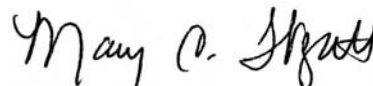
A special called meeting may be necessary to approve the State budget.

Meeting adjourned.

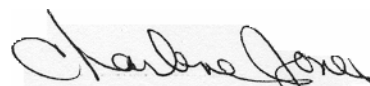
Respectfully submitted,



Vernice Howard, Trustee



Mary C. Wyatt, Secretary



Charlene Jones, Recorder