

**ROANOKE-CHOWAN COMMUNITY COLLEGE**

Board of Trustees Meeting

August 28, 2018

7:00 p.m.

Jernigan Building Boardroom

**Call to Order:** Trustee Andre Lassiter called the meeting to order at 7:07 p.m.

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

**Trustee Attendance:**

<b><u>Trustee Name</u></b>	<b><u>Absent/Present</u></b>	<b><u>Arrival Time</u></b>	<b><u>At what point did the Trustee enter on the agenda?</u></b>
Andre Lassiter (Chair)	Present	7:00 p.m.	Beginning
Ronald Gatling (Vice-Chair)	Present	7:00 p.m.	Beginning
Wendy Ruffin-Barnes	Present	7:00 p.m.	Beginning
Dr. Kashi Bazemore-Hall	Present	8:17p.m.	President's Report
Rev. Daniel Smith	Present	7:00 p.m.	Beginning
Jeri Pierce	Present	7:00 p.m.	Beginning
Julie Terry	Present	7:00 p.m.	Beginning
Kimberly Turner	Present	7:00 p.m.	Beginning
James Eure	Present	7:00 p.m.	Beginning
Rev. C. David Stackhouse	Present	7:20 p.m.	Beginning
Mary Harrell-Sessoms	Present	7:00 p.m.	Beginning
Bradley Peacock	Present	7:00 p.m.	Beginning

**Staff Present:** Dr. Stanley Elliott (President), Tarsha Bush-Dudley (Board Clerk), Belinda Smith (Comptroller), Nicole Boone (Human Resources Coordinator), Camelia Rice (Financial Consultant), LaTonya Nixon (Dean of Student Services), Charles Purser (Dean of Continuing Education), Tamara Allen (Campus Security Chief), Dr. Adriane Leche (SACS Liaison)

**Others Present:** Attorney Charles Francis, Mr. William Holder (NC State Board of Community Colleges), Mr. Samuel Dickens III, (NCACCT Executive Board), Julie Woodson (President & CEO of NCACCT)

**Invocation:** Given by Trustee Stackhouse.

**Conflict of Interest Statement:** Read by Chairman Lassiter. None were noted.

### **Oath of Office for New/Reappointed Trustees:**

1. Mrs. Jean Matthews- (New Trustee)
2. Mr. Ronald Gatling – (Reappointed Trustee)
3. Mr. Bradley Peacock-( Student Trustee)

### **Approval of the Agenda:**

- On a motion by Trustee Harrell-Sessoms and seconded by Trustee Turner the Board approved the August 28, 2018 agenda.

### **Approval of Minutes:**

- On a motion by Trustee Stackhouse and seconded by Trustee Turner the Board approved the June 26, 2018 regular session minutes.

### **Personnel Committee**

- On a motion by Trustee Harell-Sessoms and seconded by Trustee Stackhouse the Board approved Dr. Adriane Leche as the Dean of Academic Affairs.
- On a motion by Trustee Stackhouse and seconded by Trustee Eure the Board approved Mrs. Tarsha Dudley as the R-CCC Board Clerk.

### **Buildings & Grounds Report**

Trustee Smith stated the Buildings and Grounds Committee met recently and discussed the campus facilities and NC Connect Bond projects. He stated the NC Connect Bond projects are currently on track.

### **Finance Committee**

Mrs. Rice gave an overview of the finances of the College and stated that \$171,800.46 has been reverted back to the state as of June 30, 2018. The Trustees inquired about the large amount of funding that was sent back and why. Mrs. Rice stated the College ordered furniture and supplies that totaled approximately \$130,000; however, she took the conservative route by sending this amount back to the state.

- On a motion by Trustee Eure and seconded by Trustee Turner the Board approved the June 30, 2018 Month End Report.
- On a motion by Trustee Turner and seconded by Trustee Ruffin-Barnes the Board approved the July 31, 2018 Month End Report with the understanding that the numbers will be forthcoming.

### **Board Chair's Report:**

Chairman Lassiter acknowledged the special guest and allowed each of them an opportunity to speak. Mr. Lassiter thanked each of them for coming and for their support of Roanoke-Chowan Community College.

## **President's Report**

- Dr. Elliott asked Mr. Peacock to come forth and give an overview of the Student Government activities that have taken place during the summer.
- Dr. Elliott shared a power point presentation on the campus updates and initiatives. (See printed copy.) He shared that R-CCC has a 100% pass rate on the NCLEX test. He also stated that anyone that utilizes space on the campus of R-CCC for business purposes will be charged a rental fee of \$650. Dr. Elliott stated that R-CCC currently has an unduplicated headcount of 709 and an FTE of 261.93. Trustee Gatling inquired how this compares to the FTE from last year. Dr. Elliott stated we are down by 17% from fiscal year 2017-18.
- On a motion by Trustee Gatling and seconded by Trustee Harrell Sessoms the Board agreed to go into closed session at 8:20 p.m. to discuss a personnel issue. GS 143.318.11. (a)(3)

## **Open Session**

Trustee Lassiter stated that it has been a pleasure to serve as the Board Chairman, and he thanked the Trustees for allowing him the opportunity to serve. He stated it has been a wonderful journey.

Chairman Lassiter opened the floor to a motion for Chair.

- On a motion by Trustee Gatling and seconded by Trustee Ruffin-Barnes the Trustees approved Trustee Pierce as the Board Chair.
- On a motion by Trustee Lassiter and seconded by Trustee Eure the Trustees approved Trustee Gatling as the Board's Vice-Chair.

## **Adjournment**

- On a motion by Trustee Gatling and seconded by Trustee Harrell-Sessoms, the meeting adjourned at 9:37 p.m.