

ROANOKE-CHOWAN COMMUNITY COLLEGE
 Board of Trustees Meeting
 June 26, 2018
 7:00 p.m.
 Jernigan Building Boardroom

Call to Order: Trustee Andre Lassiter called the meeting to order at 7:11 p.m.

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

Trustee Attendance:

<u>Trustee Name</u>	<u>Absent/Present</u>	<u>Arrival Time</u>	<u>At what point did the Trustee enter on the agenda?</u>
Andre Lassiter (Chair)	Present	7:00 p.m.	Beginning
Ronald Gatling (Vice-Chair)	Absent	N/A	N/A
Wendy Ruffin-Barnes	Present	7:00 p.m.	Beginning
Dr. Kashi Bazemore-Hall	Present	7:52 p.m.	Beginn
Rev. Daniel Smith	Present	7:00 p.m.	Beginning
Jeri Pierce	Present	7:00 p.m.	Beginning
Kimberly Turner	Absent	N/A	N/A
Julie Terry	Present	7:00 p.m.	Beginning
James Eure	Present	7:00 p.m.	Beginning
Rev. C. David Stackhouse	Absent	N/A	N/A
Mary Harrell-Sessoms	Absent	N/A	N/A

Staff Present: Dr. Stanley Elliott (President), Tarsha Bush-Dudley (Executive Administrative Assistant to the President/Board Clerk) Deborah Dickinson (Dean of Academic Affairs), Belinda Smith (Comptroller), Nicole Boone (Human Resources Coordinator), Charles Purser (Dean of Continuing Education), LaTonya Nixon (Dean of Student Services)

Others Present: Attorney Gilbert Chichester, Attorney Charles Francis, Mrs. Camellia Rice (Financial Consultant)

Invocation: Given by Rev. Smith.

Approval of the Agenda:

- On a motion by Trustee and seconded by Trustee the Board approved the June 26, 2018 agenda.

Approval of Minutes:

- On a motion by Trustee, and seconded by Trustee the Board approved the May 22, 2018 regular session minutes.
- On a motion by Trustee and seconded by Trustee the Board approved the June 12, 2018 Special Called Board meeting minutes.

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

Finance Committee

- On a motion by Trustee Ruffin-Barnes and seconded by Trustee Pierce the Board approved the April 30, 2018 Month End Report.

** This report was discussed but not approved at the May 22, 2018 BOT meeting.**

Personnel Committee

- On a motion by Trustee Smith, and seconded by Trustee Bazemore the Board approved Michael ward as the full-time Mail Services Courier/Print Shop Specialist.
- On a motion by Trustee Bazemore and seconded by Trustee Ruffin-Barnes the Board approved Jessica Goninan as a full-time Biology Instructor.
- On a motion by Trustee Ruffin-Barnes and seconded by Trustee Terry the Board approved to hire a full time Psychology Instructor.
- On a motion by Trustee Smith and seconded by Trustee Pierce the Board approved Betty Speller as the Administrative Assistant to the Public Safety Department.

Policy & Quality Assurance Committee

- Trustee Terry discussed Section 3 Board Policies in the absence of Trustee Eure.
- On a motion by Trustee Terry and seconded by Trustee Pierce the Board approved the revisions to the policies of Section 3.

Board Chair Report

- Chairman Lassiter presented Attorney Gilbert Chichester with a plaque and a gift basket for his years of dedicated service to the College.
- Chairman Lassiter acknowledged Trustee Smith and Trustee Gatling's birthdays during the month of June.
- Chairman Lassiter invited the Trustees to a meeting with Julie Woodson and members of the NCACCT Board on Friday, June 29, 2018 at 1:30 p.m. in the Jernigan Building Boardroom.

President's Report

- Dr. Elliott introduced Mr. Bradley Peacock who will be the SGA President for fiscal year 2018-19.
- Ms. Rice discussed the R-CCC Compensation Reserve Salary Increase Merit based Proposal for employees paid through county and institution funds.
- Dr. Elliott asked that the Comprehensive Plan of Action from the Kennon Briggs Report be presented in closed session.
- Dr. Elliott discussed a power point presentation, which included information regarding each department. (See handout.)
- Chairman Lassiter inquired about cuts from each county appropriations for fiscal year 2018-19. He asked what the plans to absorb these losses were. Ms. Rice stated that the College will have a surplus in the amount of \$ 120,000-\$ 140,000 in county dollars.
- Dr. Elliott stated he has been contacted regarding an Early College High School in Gates County within the next couple of months.
- On a motion by Trustee Smith and seconded by Trustee Ruffin-Barnes the Proposed County and Institutional Merit Based Pay was approved by the Board.
- Dr. Elliott discussed the two deaths at the College Mr. George Futrell (Young Building Custodian), and former student Rico Lewis.
- Dr. Elliott discussed the new EMS vehicle, the R-CCC sign in the art gallery, and the new furniture that will be placed in the art gallery within the next week. He also stated that Mr. Jamie Johnson(ACE) donated 254 azaleas that have been planted on campus.
- Dr. Elliott stated that FTE is up by 18 persons for the summer. He asked Dean Nixon to come forth to explain. She stated FTE was up by 18 persons which was equivalent to 18 FTE. Chairman Lassiter stated this is not how FTE is calculated. Dean Nixon asked Dean Dickinson to explain the process.
- Dr. Elliott stated the College has received culinary supplies from Guilford Tech totaling approximately \$100,000.

Closed Session

- On a motion by Trustee Ruffin-Barnes, and seconded by Trustee Bazemore 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

- On a motion by Trustee Pierce and seconded by Trustee Bazemore-Hall the board approved the hiring of a Dean of Curriculum position up to \$75,000. There will not be two deans.
- Chairman Lassiter inquired about when will the Board on the 2018-19 academic calendar.

Adjournment

- On a motion by Trustee Bazemore and seconded by Trustee Ruffin-Barnes the meeting adjourned at 9:15 p.m.