

ROANOKE-CHOWAN COMMUNITY COLLEGE
Board of Trustees Meeting
March 25, 2020
7:00 p.m.
Jernigan Building Boardroom

Call to Order: Trustee Pierce called the meeting to order at 7:04 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>
Jeri Pierce (Chair)	Present	7:00 p.m.
Ronald Gatling (Vice-Chair)	Absent	N/A
Wendy Ruffin-Barnes	Present	7:00 p.m.
Andre Lassiter	Present	7:00 p.m.
Albert Vann	Present	7:00 p.m.
Claudia Richardson	Present	7:00 p.m.
John Trent	Absent	N/A
Jean Matthews	Present	7:00 p.m.
Kimberly Turner	Present	7:00 p.m.
James Eure	Present	7:00 p.m.
Mary Harrell	Present	7:00 p.m.

Staff Present: Dr. Audre Levy (Interim President), Tarsha Bush-Dudley (Board Clerk), Constance Phelps (Chief Finance Officer)

Others Present: Mr. William Holder (NCCCS Board Member), Attorney Charles Francis

Invocation: Given by Trustee Eure.

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

Approval of the Agenda:

- On a motion by Trustee Harrell and seconded by Trustee Eure the Board approved the March 25, 2020 agenda.

Approval of Minutes:

- On a motion by Trustee Turner and seconded by Trustee Matthews the Board approved the November 19, 2019 regular session minutes.
- On a motion by Trustee Vann and seconded by Trustee Ruffin-Barnes the Board approved the January 28, 2020 regular session minutes.
- On a motion by Trustee Harrell and seconded by Trustee Ruffin-Barnes the Board approved the February 25, 2020 regular session minute.

Board Chair Report

- Chair Pierce thanked the Trustees for rearranging their schedules for this meeting and stated she will talk about the presidential search process during closed session.

President's Report

- Dr. Levy discussed changes at the College due to the Coronavirus (COVID-19) Pandemic. She stated 80% of the faculty and 100% of the students are currently working from home. Dr. Levy state she would eventually like to have 95% of the campus working remotely. She stated some of the students are utilizing the free Wi-Fi while others use the technology in the library. Chair Pierce asked Dr. Levy if she had received any directives form the NCCCS office. Mr. Holder suggested the Trustees go the NCCCS website and review the number of communications that Mr. Peter Hans has placed there.
- Ms. Phelps reviewed the Month End Report with the Trustees. Trustee Lassiter inquired about the absence of the institutional dollars line item on the report. He stated the Trustees need to ensure there is proper funding in this area as the College begins the Presidential search process. Ms. Phelps stated she had not worked on those numbers.

- Dr. Levy stated the SACSCOC visit is scheduled to take place on April 6-8, and may be rescheduled to take place in May due to the Coronavirus (COVID-19) Pandemic.
- Dr. Levy shared and discussed with the Trustees Policy 5.1 which states that the Board meets 10 times per year; however, she asked that they vote on the revised version she created which would allow them to meet six times per year. Trustees Barnes stated in her opinion that now is an inconvenient time to cut back on the Trustee meetings due to the fact that the College is in the process of hiring a new President. The Trustees agreed with her. Dr. Levy shared and discussed with the Trustees Policy 5.4 and the revised version she asked them to vote on. All of the policies with the exception of one will be tabled until the next regularly scheduled meeting with the exception of the following policy:

On page 23 (R-CCC Policy) 2.24 strike the last part of Number 1 that reads:

“and a positive test for the respiratory virus COVID -19.”

On a motion by Trustee Lassiter and seconded by Trustee Matthews the Board approved R-CCC Policy 2.24 Section 1 for 120 days from the effective date. It will be sent to the Policy Committee to be worked on past that.

Announcements:

- Trustee Pierce stated that evaluations will be sent to each Trustee. She also reminded Trustees of the SEI forms that are due to the North Carolina Ethics Commission by April 15, 2020.

Closed Session:

- On a motion by Trustee Lassiter and seconded by Trustee Ruffin-Barnes the Board went into closed session at 8:29 p.m.

Adjournment:

- On a motion by Trustee Ruffin Barnes and seconded by Trustee Harrell the meeting adjourned at 8:56 p.m.