



**Haywood Community College
Board of Trustees
Board Meeting
October 5, 2021**

The Haywood Community College Board of Trustees held a meeting on Tuesday, October 5, 2021, at 3:05 p.m. in the Hemlock Building Board Room (room 1509) via in-person and electronically. The following persons were present:

TRUSTEES: Gorham Bradley, Lee Davis, Jr., Phillip Gibson, Tammy McDowell, Tom McNeel, Lynn Milner, Morgan Plemmons, Kaleb Rathbone, Rhonda Schandavel, Danny Wingate

STAFF: Dr. Shelley White, Wendy Hines, Michael Coleman, Karen Denney, Brek Lanning, Sara Phillips, Michelle Harris, Bill Driver, Hylah Birenbaum, Dee Massey

ATTORNEY:

SGA President: John Campbell

GUEST:

Call to Order, Ethics

Chairman McNeel called the meeting to order at 3:05 p.m. and welcomed everyone. Chairman McNeel requested a roll call, determined that a quorum was present, and followed with a prayer.

Chairman McNeel called the Board's attention to the **Ethics Statement** on the screen and asked if there were any conflicts. No conflicts were noted. The Ethics Statement is on electronic page 2 of today's packet.

Agenda Approval – Chairman McNeel presented the October 5, 2021 Agenda for Approval. The Board approved by affirmation. The October 5, 2021, Board Agenda is located on electronic page 1 of today's packet.

Board Minutes Approval - Chairman McNeel presented the September 7, 2021 Board Minutes for approval. The Board approved by affirmation. The September 7, 2021 Board Minutes are on electronic pages 5-8 of today's packet.

Chairman McNeel noted that Phillip Gibson has turned in his resignation to the Board due to relocating to Winston Salem in November. Trustee Gibson made a statement regarding the

relocation, and the Board thanked him for his service to the Board. Trustee Gibson has notified the Board of Education of his resignation.

SGA Report – The Board welcomed John Cambell as the new SGA President for 2021-2022. Mr. Campbell summarized the SGA Report. Some noteworthy highlights included the President and SGA of Blue Ridge Community College, presenting a check for those in the area recently impacted by flooding. The SGA Report is located on electronic pages 10-15.

President’s Report - Dr. White informed the Board of several items:

- **Informational Reports** –
 - **Financial Aid Report** – Dr. Coleman provided a detailed summary of the Financial Aid Report for 2020-2021, which listed financial assistance sources, federal financial aid, and student loans. The report is located on electronic pages 17-19 of today’s packet
 - **Enrollment Report** – Dr. Coleman provided a detailed summary of the Enrollment Report which included, Applied, Admitted, and Enrolled New Students, Curriculum Enrollment Headcount, Curriculum Enrollment FTE, Continuing Education Enrollment FTE, and several dashboard reports. The Enrollment Reports are located on electronic pages 20-28 of today’s packet.
 - **New Employee Report** – Dr. White called the Board’s attention to the New Employee Report and introduced Hylah Birenbaum, Executive Director of College Advancement. The New Employee Report is located on electronic page 29 of today’s packet.
 - **Contracts Report** – Dr. White provided a summary of the Contracts report. The Contracts report is on electronic page 30 of today’s packet.
 - **State and County Budget Update** – Dr. White called the Board’s attention to the State and County Budget Reports for the period ending August 31, 2021. The State and County Budget Reports are on electronic pages 31-32 of today’s packet.
- **Program & College Updates** – Dr. White provided several College updates, including the new Director of College Advancement, HCC awarded 1.2M DOL/WORC grant, John G. Palmer Woodsmen’s Meet, Disc Golf Course Improvements Ribbon Cutting, COVID Update, and HCC listed in national article.

Report by Buildings & Grounds Committee Chairman – Jim Blyth

Mr. Lanning provided an update on the current status and construction schedule, job site tour, and upcoming change order estimates of the Health Sciences Building Project. The Board briefly discussed. He further noted that there would be two potential change orders to bring forward at the November Board Meeting. The change orders will primarily be comprised of the data wiring mentioned at the September Board Meeting and a waterline relocation for the Creative Arts Building.

Report by Technology, Education, and Student Affairs Committee (TESA) – Morgan Plemmons

Dr. Plemmons summarized the TESA Committee meeting noting that the committee focuses on instructional programming, academics and fees. The committee has set multiple meetings to review the upcoming recommendations for the 2022-2023 Academic year.

Report by BOT Chairman –

Report from the NCACCT Conference

New Trustee Orientation – Trustee Davis presented highlights from the New Trustee Orientation session. Dr. Frank Sells presented the session. This session provided insight for new trustees on the roles, relationships, and responsibilities of trustees.

Rural Colleges Session – Trustee Milner provided a detailed summary from the Rural Colleges Session, noting that HCC is not considered a rural college, based on the definitions presented in the session

Diversity, Equity, and Inclusion Session – Trustee McDowell summarized the Diversity, Equity, and Inclusion Session. Dr. Helen Benjamin presented the session along with a group of panelists.

My Future NC/Adult Learner Session – Trustee Schandavel summarized the My Future NC/Adult Learner Session in detail. My Future NC is supported by the MC Belk Endowment and focuses on ages 25-45.

Law/Legal Session – Chairman McNeel summarized the Law/Legal Session presented by Ashley Campbell of Campbell Shatley Law Firm. The session focused on Title IX.

The Board took a break at 4:10 p.m.

The Board returned from a break at 4:15 p.m.

Facilities Assessment Review Hickory (300 Building) and Dogwood (Haywood Early College/400 Building) – The Facilities Assessment Review was presented in detail by Mr. Lanning. The assessment review provided objectives, facility statistics, definitions, formulas, condition scales for the Hickory (300 building) and the Dogwood (Haywood Early College/400 building). The Board discussed at length. A tour of both facilities will be provided at 2:00 p.m. on November 2, followed by further discussion. The Facilities Assessment Review is located on electronic pages 37-45 of today's packet.

Chairman McNeel called the Board's attention to several dates to remember, 50th Anniversary of Medical Assisting Program Celebration, HCC's Boo Thru, November 2 Tour of Hickory & Dogwood Building, and the November 2 Board of Trustees Meeting.

Having no further business, Chairman McNeel adjourned the meeting at 5:07 p.m.

Respectfully Submitted

Tammy R. Goodson

Tammy R. Goodson, Recording Secretary

Documents Included in the Packet

October 5, 2021, BOT Agenda

September 7, 2021, Board Minutes

NC Ethics Statement

SGA Report

New Employee Report

Contracts Report

State and County Funds Budget Reports for the period ending August 2021

Financial Aid Report

Enrollment Report

Facilities Assessment Review Hickory and Dogwood Building