



**Haywood Community College
Board of Trustees
Board Meeting
June 6, 2023**

The Haywood Community College Board of Trustees held a meeting on Tuesday, June 6, 2023, at 3:00 p.m. in the Hemlock Building Board Room (room 1509) in-person and electronically. The following people were present in person or electronically:

TRUSTEES: Lee Davis, Liz Ferguson, Carol Larsen, Tammy McDowell, Lynn Milner, Tom Olliff, Deborah Porto, Rhonda Schandavel, Paul Turner

STAFF: Dr. Shelley White, Wendy Hines, Karen Denney, Brek Lanning Sara Phillips, David Onder, Michelle Harris, Hylah Birenbaum, Justin Stocker, Matt Hoyle, Chase Cole, Makenzie McMahan, Michelle Woods, Tim Scapin

Call to Order, Ethics – Chair Milner called the meeting to order at 3:00 p.m. and welcomed everyone. Chair Milner requested a roll call, determined that a quorum was present, and followed with a moment of silence.

Chair Milner 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 – Chair Milner presented the June 6, 2023, Agenda and entertained a motion to approve the Agenda as presented. Trustee Larsen motioned to approve the June 6, 2023, agenda as presented. Trustee Olliff seconded the motion. All were in favor. The motion was duly passed. The June 6, 2023, Board Agenda is on electronic page 1 of today's packet.

Board Minutes Approval - Chair Milner entertained a motion to approve the May 2, 2023, Board Minutes. Trustee Schandavel motioned to approve the June 6, 2023, Board Minutes as presented. Trustee McDowell seconded the motion. All were in favor. The motion was duly passed. The May 2, 2023, Board Minutes are on electronic pages 3-7 of today's packet.

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

- **Informational Reports** –
 - **College Updates** – Dr. White provided updates on events of the last month which included;
 - Numerous Graduation Ceremonies were held during the month of May, including Curriculum, BLET, Pre-K, and Nurses Pinning

- HCC hosted BCBSNC Insurance Sessions with Pactiv Evergreen workers
- HCC hosted BCBSNC Insurance Executive Team and Tour
- Ribbon Cutting for the New Dahlia Ridge Trail
- The President's Council participated in a half day team building retreat at Lake Junaluska
- The Living Well Committee presented at the Community Colleges of Appalachia Conference
- The County Budget was approved at a 3.5% increase, along with additional Capital Improvement Funding
- Dr. White was appointed to the Tourism Development Authority Board Executive Committee as a member at large
- Dr. White was invited to join NC Attorney General Josh Stein last week for a tour of Canton.
- Dr. White attended the Town Hall meeting with Chuck Edwards and the Mayor of Kannapolis
- Traveling to Raleigh on Wednesday for Meetings with the legislators, our local chamber of commerce, and county government officials.
- **New Employee Introductions** - Sara Phillips, Director of Human Resources, introduced four new employees. The employees included Tim Scapin – Instructional Designer/Media Specialist, Michelle Wood – Financial Aid Specialist, Makenzie McMahon – Front Desk Receptionist/Floater RCAC, and Chase Cole – Arboretum Specialist I. All provided a summary of their background.
- **New Employee Report** – Dr. White called the Board's attention to the New Employee Report noting three new full-time employees and several part-time employees. The New Employee Report is on electronic page 8 of today's packet.
- **President's Contract Report** – Dr. White briefly summarized the President's Contract Report. The President's Contract Report is on electronic page 9 of today's packet.
- **Policy 2.1.7 & Policy 3.4.4 – Alcohol and Drugs on Campus** – Dr. White provided a summary and requested the Board consider clarification of the policy language regarding the use of alcohol on campus. She noted that the current policy allows alcohol in limited circumstances, although it is unclear. Dr. White pointed out that an accompanying procedure is in development to outline specifics for alcohol usage for events, fundraisers, and/or outside groups. Chair Milner entertained a motion to approve Policy 2.1.7 – Alcohol and Drugs on Campus as presented. Trustee Olliff motioned to approve Policy 2.1.7 – Alcohol and Drugs on Campus as presented. Trustee Turner seconded the motion. All were in favor. The motion was duly passed. Chair Milner entertained a motion to approve Policy 3.4.4 – Alcohol and Drugs on Campus. Trustee Olliff made the motion to approve Policy 3.4.4 as presented. Trustee Turner seconded the motion. All were in favor. The motion was duly passed. Policies 2.1.7 and 3.4.4 – Alcohol and Drugs on Campus are on electronic pages 10-15 of today's packet.
- **Strategic Plan Goals and Objectives for FY 2023-2024** – Mr. Onder provided a detailed summary of the FY 2023-2024 Strategic Plan Goals 1-5 and the objectives for each. He noted that the Mission, Vision, and Values remained the same, with updated objectives for the coming year. The Board discussed this at length. The Strategic Plan Goals and Objectives for FY 2023-2024 are on electronic pages 16-18 of today's packet.

- **State and County Budget Reports for the Period Ending April 30, 2023** – Dr. White called the Board’s attention to the State and County Budget Reports. The Board briefly discussed this. The State and County Budget Reports for the Period Ending April 30, 2023, are on electronic pages 19-20 of today’s packet.

Report by the Nominating Committee – Lee Davis

Interim Slate of Officers – Committee Chairman Davis presented the Interim Slate of Officers that would serve from June 30, 2023, through July 31, 2023, and would be voted on again at the August 1, 2023, Meeting to serve as the FY 2023-2024 Officers are BOT Chair – Lynn Milner, BOT Vice-Chairman Kaleb Rathbone, BOT Secretary – Dr. Shelley White, BOT Recording Secretary/Ethics Liaison – Tammy Goodson. Committee Chair Davis brought forward a motion from the committee to approve the Interim Slate of Officers as presented. Coming from the committee does not require a second. All were in favor. The motion was duly passed.

Report by Chair of the Board of Trustees – Lynn Milner

- **Board Self-Evaluation** – Chair Milner summarized the 2022-2023 BOT Self-Evaluation results, including responses for section “K.” The 2022-2023 BOT Self-Evaluation is on electronic pages 23-24 of today’s packet.
- **FY 2023-2024 BOT Meeting Calendar** – The FY 2023-2024 BOT Meeting Calendar is on electronic page 25 of today’s packet.
- Chair Milner called the Board’s attention to several announcements at the agenda’s bottom.

Closed Session - pursuant to North Carolina General Statute G.S. §143-318.11

- (a)(1): to prevent the disclosure of information that is privileged or confidential;
- (a)(3): to discuss matters protected by attorney-client privilege-Legal and Potential Litigation
- (a)(6): to consider the job performance and fitness of an individual employee; the president’s evaluation

Chair Milner entertained a motion to go into Closed Session at 4:10 p.m. for the above reasons. Trustee Davis motioned to go into Closed Session for the above reasons at 4:10 p.m. Trustee Turner seconded the motion. All were in favor. The motion was duly passed.

The Board returned to Open Session at 4:39 p.m.

Chair Milner entertained a motion to approve the Closed Session Minutes for April 4, 2023. Trustee Larsen motioned to approve the Closed Session Minutes for April 4, 2023. Trustee Porto seconded the motion. All were in favor. The motion passed unanimously.

Chair Milner entertained a motion to approve the Closed Session Minutes for May 2, 2023. Trustee Turner motioned to approve the Closed Session Minutes for May 2, 2023. Trustee McDowell seconded the motion. All were in favor. The motion passed unanimously.

Chair Milner entertained a motion to approve the performance bonus discussed in the Closed Session for Dr. White. Trustee Davis made a motion to approve the performance bonus for Dr. White. Trustee Schandavel seconded the motion. All were in favor. The motion passed unanimously.

Having no further business, Chair Milner entertained a motion to adjourn the meeting. Trustee Olliff motioned to adjourn the meeting at 4:43 p.m. Trustee Turner seconded the motion. All were in favor. The motion was duly passed. The Board Meeting adjourned at 4:43 p.m.

Respectfully Submitted

Tammy R. Goodson

Tammy R. Goodson, Recording Secretary,
Executive Assistant to the President,
Ethics Liaison

Documents Included in the Packet

June 6, 2023 BOT Agenda

May 2, 2023, Board Minutes

NC Ethics Statement

New Employee Report

Policy 2.1.7 & 3.4.4 Alcohol and Drugs on Campus

FY 2023-2024 Strategic Plan Goals and Objectives

State and County Budget Reports for the Period Ending April 30, 2023

Board Self-Evaluation 2022-2023

FY 2023-2024 BOT Meeting Calendar