



**Haywood Community College
Board of Trustees
Board Meeting
November 5, 2024**

The Haywood Community College Board of Trustees held a meeting in person and electronically on Tuesday, November 5, 2024, at 3:00 p.m. in the Hemlock Building Board Room (room 1509). The following people were present in person or electronically:

TRUSTEES: Ed Brown, Lee Davis, Carol Larsen, Tammy McDowell, Lynn Milner, Jon Overbay, Kaleb Rathbone, John Wadsworth, Danny Wingate

STAFF: Dr. Shelley White, Dr. Wendy Hines, Karen Denney, Brek Lanning, Sara Phillips, David Onder, Michelle Harris, Calab Tate, Hylah Birenbaum, Matt Collier, Christie Medford, Justin Stocker

College Attorney: Pat Smathers

Live-stream audio for the November 5, 2024, Board Meeting was available on HCC's YouTube Channel.

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

Ethics - 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.

Consent Agenda Approval—Chair Milner presented the November 5, 2024, Consent Agenda and entertained a motion to approve it as presented. Trustee Larsen motioned to approve the Consent Agenda as presented. Trustee Rathbone seconded the motion. All were in favor. The motion was duly passed. The November 5, 2024, Agenda and Consent Agenda are on electronic page 1 of today's packet.

SGA Report—Dr. Hines presented the SGA Report. She highlighted several of the past month's events: Democracy and Donuts, World Suicide Prevention Day, Constitution Day, HCC hosting the Haywood County Board of Elections to assist students in registering to vote, HCC Boo-Thru, and the Halloween Costume Contest.

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

○ **Informational Reports –**

- **New Employee Introductions and New Employee Report**—Sara Phillips introduced new employees: Luke Birchfield-Security Officer I, Judy Bencheck-part-time HR Department Assistant, Joey Kyle-Horticulturalist, and John Markley-Chemistry Instructor. Each summarized their background and expressed gratitude for working at HCC. Dr. White noted that New Employee reports contain numerous part-time employees, as is the case for this time of year. The New Employee Report is on electronic page 13 of today's packet.
- **College Updates –** Dr. White summarized last month's meetings and events.
 - **Helene Response Update –** Dr. White summarized measures taken following Hurricane Helene. Each member of the Response Team provided updates on measures taken within their area. Dr. White listed the support received from partners across the state. The Board commended faculty and staff for their hard work during the storm.
 - **Weeks 1-2 September 27-October 13**
 - Response Team activated – College Closed
 - Emergency Wi-Fi operational on campus-9/28
 - Accounted for all Employees
 - Cleared trees and debris
 - Accessed all buildings and grounds for damage
 - Opened facilities for employee use(water, power, internet, laundry, and showers
 - Expansion of Haywood Strong-HCC Foundation Coordinated and began student outreach
 - **Weeks 3-4 October 14-27**
 - Employees returned to campus, and RCAC re-opened on 10/14
 - Students returned to campus-10/16
 - Continued student outreach
 - Stock-Up Stations located across campus
 - Continued Haywood Strong Support for Students
 - Assessed employee impacts from the storm
 - FEMA Operations at High Tech Center
 - **Moving Ahead-10/28 and Beyond**
 - Continued work with students on re-engaging and plans for the future
 - State Board support for Student Grades and completion
 - Legislative requests approved for student financial and mental health support-planning for institutional support underway
 - Activities across campus resumed-Boo-Thru-Halloween Drive-Thru for the community, Student & Employee Costume Contest, Afternoon of Americana-Foundation Concert (11/16)
 - **Performance Measures Report**—David Onder briefly summarized the Statewide Performance Measures report. The report provides data on seven categories: Basic Skills, Credit English Success, Credit Math, First Year Progression, Curriculum Student Completion Rate, Licensure

Passing Rate, and Transfer Performance. The Board briefly discussed the report, which is on electronic pages 14-17 of today's packet.

Report by Committee on Finance –

FY2024-2025 Institutional Final Budget—Mrs. Denney provided an overview of the College's Revenues and Expenditures for the FY 2024-2025 Institutional Final Budget. She called the Board's attention to one change in the budget as required by the State: the State Funds Categorical Allocations and Carryforward Funds. Following discussion, Chair Milner presented the motion from the Committee to approve the FY 2024-2025 Institutional Final Budget as presented. Coming from the Committee does not require a second. All were in favor. The motion duly passed.

Report by Chair of the Board of Trustees – Lynn Milner

NCACCT Conference – Chair Milner and other trustees who attended the NCACCT Conference shared takeaways from the conference.

Chair Milner concluded the open session with an overview of upcoming events.

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 Personnel

Chair Milner entertained a motion to go into Closed Session at 4:37 p.m. Trustee McDowell motioned to go into Closed Session at 4:37 p.m. Trustee Brown seconded the motion. All were in favor. The motion duly passed. The Board went into a Closed Session at 4:37 p.m. for the above reasons.

The Board returned to Open Session to end the meeting at 4:48 p.m.

Respectfully Submitted

Tammy R. Goodson

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

Documents Included in the Packet

November 5, 2024 BOT Agenda
September 3, 2024 BOT Minutes
NC Ethics Statement
New Employee Report
State, County Funds Reports September 2024
Special Funds Budget Report September 2024
FY 2024-2025 Institutional Final Budget
2024 Performance Measures Report

