



Haywood Community College
Board Meeting
November 4, 2025
Board of Trustees

Prior to the Board Meeting, the Board toured the West Waynesville Facility with E.M.S Coordinator Krystal Schuler and learned more about the program and recent equipment investments.

The Haywood Community College Board of Trustees held an in-person on Tuesday, November 4, 2025, at 3:00 p.m. at the West Waynesville Annex. The following people were present in person:

TRUSTEES: Ed Brown, Larry Caudill, Bill Hollingsed, Carol Larsen, Tammy McDowell, Jon Overbay, Danny Wingate, John Wadsworth, Kaleb Rathbone, Tom Olliff

STAFF: Dr. White, Dr. Wendy Hines, Brek Lanning, Hunter Hughes, Christie Medford, Justin Stocker, Michelle Harris, Hylah Birenbaum, Sara Phillips, David Onder, Jeff Haynes, Ian Cernack

SGA Secretary – Naomi Hines

Attorney - Pat Smathers

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

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

Consent Agenda Approval—Chairman Rathbone presented the November 4, 2025, Consent Agenda and entertained a motion to approve it as presented. Trustee Wingate motioned to approve the consent agenda as presented. Trustee Overbay seconded the motion. All were in favor. The motion was duly passed. The November 4, 2025, Agenda and Consent Agenda are on electronic page 1 of today's packet. The Consent Agenda includes state, county, and special funds budget reports for the period ending September 2025, and the Board Minutes for October 7, 2025. Consent agenda items are on electronic pages 8-12 of today's packet.

SGA Report – SGA Secretary Naomi Hines presented a recap of the recent and upcoming events, noting that students participated in Wellness Wednesday-October 1, Bobcat Bites-October 2, SGA Meeting-October 6, Red Cross Blood Drive-October 8, and the 6th Annual Students vs. Employees Kickball Tournament.

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

○ **Informational Reports** –

- **New Employee Report**—Dr. White noted that the New Employee Report contains numerous part-time employees, which is typical at this time of year. The New Employee Report is on electronic page 13 of today’s packet.
- **College Updates** – Dr. White highlighted events from the previous month -
 - **Institutional Final Budget-Consideration of Budget Resolution** – Christie Medford presented a summary of the Institutional Final Budget, reviewing both College Revenues and College Expenditures. The Board engaged in a brief discussion. Dr. White noted that the budget currently operates under a Continuation Budget as issued by the North Carolina Community College System (NCCCS) Office. As of today, the State has not passed a Budget. The Board further discussed comparisons between the FY 2024–2025 and FY 2025–2026 budgets, as well as Categorical Allocations and Carryforward funds. Following the discussion, Chairman Rathbone entertained a motion to approve the FY 2025-2026 Institutional Final Budget for Haywood Community College as presented. Trustee Olliff made the motion to approve the Institutional Final Budget for Haywood Community College as presented. Trustee Wadsworth seconded the motion. All were in favor. The motion duly passed. The FY 2025-2026 Institutional Final Budget is located on page 14 of today’s packet.
 - **Events/Recognitions**
 - Dr. White recognized Michelle Harris for winning the National Council for Marketing and Public Relations (NCMPR) as the Communicator of the Year for our District. Michelle is now one of seven up for the National Communicator of the Year award. The announcement will be made at an event in Washington, D.C., in March.
 - Dr. White reported that HCC has been invited to apply for the Aspen Institute selection as a Top 200 Community College. The Board discussed the next steps. From historical records, this appears to be the first time HCC has received this designation.
 - HCC signed two updated transfer agreements with key institutions – Western Carolina University and NC State University this past month.
 - Dr. White facilitated a session at an event held by our WNC Council of Governments and the Federal Reserve Bank of Richmond, titled: One Year Later: Partnerships and Successes in WNC
 - Dr. White presented in Hickory at the NC Rural Conference with Zeb Smathers and David Francis on economic development in Canton.
 - HCC wound up October with our annual events – Kickball, Creepy Critters, and Halloween Costume Contest.

- This Friday, Dr. White and Michelle Harris will be on a panel with EdNC at the YMI Cultural Center in Asheville for the Community College Journalism conference.
- Dr. White reported that Early College Principal, Lori Fox, is meeting with our Executive Team monthly regarding the progress on the Early College renovations and the development of the Innovative Middle School, now named Haywood Innovative. They are working on the State application for the new school, and Principal Fox is planning to hire an assistant principal in early 2026.
- **Facilities Update –**
 - **Workforce Outdoor Training Site** – Mr. Lanning reported that the pavilion foundation is installed, site grading and aggregate base are ongoing, excavation continues, and the Duke Energy pole relocation at the site has been completed. The contractor is optimistic for an early Spring completion.
 - **RBAC Renovation Project (Phase 1)** - Mr. Lanning reported on the programs that will be moving from the RHTC to the RBAC Building once renovations are complete. The Advanced Machining, Machining Computer Lab, and the Industrial Systems Technology are just a few of the programs that will relocate when the Phase I renovations are complete. The project remains on track for completion in Summer 2026.
 - **Nance Family Property Donation** – Mr. Lanning reported that Dr. White, Dr. Hines, Hylah Birenbaum, and he attended the Nance Property Closing last Friday. The Nances will be back in town in the Summer of 2026, at which time a formal ceremony will be held. The Nance family also donated \$200,000 for the future upkeep of the property. Attorney Smathers briefly summarized the terms of the donation.
 - **General Education Feasibility Study** – Mr. Lanning reported that the General Education Feasibility Study is underway—more updates to come in the months ahead.

Report by Chairman of the Board of Trustees – Kaleb Rathbone

Chairman Rathbone brought several announcements at the bottom of the agenda to the Board's attention.

Closed Session 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

Chairman Rathbone entertained a motion to go into Closed Session for the reasons stated above. Trustee Larsen made the motion to go into Closed Session for the reasons stated above at 3:40 p.m. Trustee Larsen made the motion to go into Closed Session for the reasons stated above at 3:40 p.m. Trustee Hollingsed seconded the motion. All were in favor. The Motion duly passed.

Having no further Business, Chairman Rathbone adjourned the meeting at 3:52 p.m.

Respectfully Submitted

Tammy R. Goodson

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

Documents Included in the Packet

October 7, 2025 BOT Agenda
September 2, 2025 BOT Minutes
State and County Budget Reports
NC Ethics Statement
New Employee Report
Policy 3.1.3 – Employee Classification
Performance Measures Report
Accreditation Report