

THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE REGULAR MEETING MINUTES

**Van Dusen Hall
February 4, 2025, 9:00 a.m.**

PRESENT: Trustees Larry Caddell, Chairman; Tim Carpenter, Vice Chairman; Joseph Clendenin, Secretary; Gene Horne; Dell Cook; Gary Evans; Irish Pickett; Billy Carter; BethAnn Pratte; Stephen Woodward; Helen Probst Mills; David McLean; Haden Barnett, SGA Vice President

ABSENT: Bruce Hurst, Tony Hunt

STAFF: Dr. Sandy Stewart; Mary Bridschge; Dr. Rebecca Roush; Dr. Julie Voigt; Dr. D.J. Farmer; Germaine Elkins; Michelle Bauer; Steven Garner; Alex Patti; Tess Regan; Lindsey Farmer; Chad Williams; Karen Walker; Tess Regan; Teresa Sheets, Jennifer Pearce; Donald Crump Karst; Dana Cuellar; Aimi Vanden Oever; Ana Casique; Estefany Guerrero; Lori Degre; Victoria Collins; Joshua (Tito) Ward; Beckie Kimbrell, Eduardo Munoz-Meireles, Isabel Cain

GUESTS: John May, Robbins May & Rich; Matt Lamb, Jonathan Bym, The Pilot Newspaper

Mr. Caddell called the meeting to order at 9:00 a.m. He read the statute regarding conflicts of interest to the Trustees and asked the Board if there were any potential conflicts with the agenda items to be discussed. Hearing none, Mr. Caddell proceeded to the next item of business.

Mr. Cook offered a moment of prayer.

Ms. Probst Mills made a motion to delete under Item 11, Personnel Committee Report, “Bylaws” as this item will be discussed separately under Item 16. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Evans made a motion to approve the agenda. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Mr. Carpenter submitted that the December 3, 2024, minutes reflect “for the Foundation” under the Buildings and Grounds report. December 3, 2024, minutes will be modified to reflect this change.

Mr. Horne made a motion to approve the minutes of the December 3, 2024, Board of Trustees meeting pending clarification of Buildings and Grounds Report to read “for the Foundation

Office”, as submitted by Mr. Carpenter. Mr. Evans seconded the motion, and the motion passed unanimously.

Ms. Probst Mills submitted that the word “Bylaws” be capitalized on all points of reference moving forward.

Mr. Caddell asked for nominations for the position of Board Attorney. Mr. Carpenter made a motion to elect John May as Board Attorney. Mr. Horne seconded the motion, and the motion passed unanimously.

Erin Durkee, Department Chair, shared a presentation regarding the Culinary and Pastry Arts program. Ms. Durkee noted that the program includes working with instructors who have decades of industry experience, training in a state-of-the-art facility, numerous opportunities for employment upon completion of the program, and a choice of two degrees and three certificates. Ms. Durkee shared updates regarding previous SCC graduates who are now working in the culinary industry.

Mr. Barnett presented the Student Government Association (SGA) Report. The Club and Resource Fair will take place on campus in the Dempsey Student Center on February 5, 2025. The Winter Formal will be held, also on campus, on February 21, 2025. A new Student Life Assistant will be chosen for the spring semester.

Mr. Carpenter reported for the Buildings and Grounds Committee, which met on January 13, 2025. Mr. Carpenter said that the design development rendering of the Caddell Center Classroom Building as prepared by Hobbs Architects requires Board approval. Fire Academy classes may begin in approximately 12 to 18 months, pending completion of the building. Mr. Carpenter made a motion requesting that the Board approve the Hobbs Architects rendering. Mr. McLean seconded the motion, and the motion passed unanimously.

Barrier-Free Golf, whose goal is to provide veterans, juniors, those with disabilities, and beginners of all ages access to fun golf, has requested that Sandhills Community College move into an agreement with them using the acreage located on Highway 22 and Airport Road. Mr. Carpenter reviewed specifics of the layout of the course, which would include a 9-hole short course. Discussion ensued regarding the potential uses and value of the property. Mr. Carpenter made a motion for permission to continue the discussion with Barrier Free Golf. Ms. Probst Mills seconded the motion, and the motion passed unanimously.

Mr. Carpenter gave an update on the work necessary for the President’s residence to repurpose into the Foundation Office. The cost of renovation is estimated at \$500,000. The work will be divided into 3 phases. A portion of the work will be completed by the McKean Maintenance staff. The Foundation has committed \$200,000 to the project.

A food truck pad will be placed in the service yard between Little Hall and the Dempsey Student Center. The food truck will be used for training purposes through the Culinary program. The unit will be used as a classroom facility and not for business purposes.

The Dean of Learning Resources has requested permission to move forward with the installation of learning pods in the Boyd Library. A portion of the \$1.5M gift to the library will be used to install the 8 study pods. The ventilated pods will be soundproof and ADA compliant.

Mr. Horne reported for the Finance Committee. Submitted for approval was course fees for the Nursing Program. Total fees for materials and nursing kit are \$600.00. Mr. Horne made a motion to approve fees as presented with an allowance of course fees for campus. Mr. Carter seconded the motion, and the motion passed unanimously.

Ms. Walker reported that the College received a “green” rating during the recent Enhanced Accountability in Government Through Leadership and Education (EAGLE) report. This rating was awarded to the recent SCC audit report in which there were no findings. Mr. Horne made a motion to approve the EAGLE audit as presented. Mr. Clendenin seconded the motion, and the motion passed unanimously.

Mr. Horne reviewed the Financial Report and State and County Bond Funds through December 31, 2024, with no Board action required.

Mr. Evans reported for the Personnel Committee. No updates requiring approval were submitted, and there was no Personnel information for review.

Mr. Clendenin reported that the Planning Committee had no items requiring approval and no updates.

Ms. Pickett called on Dr. Roush to report for the Educational Programs Committee. The committee asked for approval to close the Ophthalmic Medical Assisting Program, which is a curriculum program. Similar training through Workforce Continuing Education will be offered. Carolina Eye Associates, who partners with SCC, is on board with this change. Ms. Pratte made a motion to close the program. Mr. Cook seconded the motion, and the motion passed unanimously.

Ms. Probst Mills called on Mr. Williams to present for the Student Affairs Committee. Mr. Williams reported that the curriculum headcount is up 6% to 7%, FTE is up 5% to 6%, and Workforce Continuing Education enrollment continues to increase well. The College is implementing a Customer Relationship Management system called Element 451. The system will capture various information and will offer innovative elements to SCC student relationships. Mr. Williams explained the basic structure of the system.

Ms. Elkins presented the SCC Foundation Report. Ms. Elkins distributed the Foundation Financial Report to include a review of the funding of scholarships, guarantors, Sandhills Promise, awards programs, athletics, and the Foundation operating budget. Trustees were also given a list of future Foundation-related events. Dr. Stewart shared that the Foundation has explored firms who may be enlisted to conduct a feasibility study as the College considers a Capital Campaign.

Dr. Roush and Dr. Farmer presented a Moore County Innovative High School information update. Dr. Roush shared that SCC submitted a Letter of Intent in June 2024. The college has now received word that the new school has been recommended for approval. Dr. Roush gave an overview of how class schedules would potentially be configured in addition to the content of those classes. Dr. Farmer shared an image of the school in its future location, noting key features such as the dedicated high school building and a vocational trades building. Dr. Farmer noted that the College is now in the advanced planning phase, and a concept drawing will soon be made available. Groundbreaking for the new school should take place in summer 2026, with doors opening for students Fall 2027.

Dr. Stewart said that the Ad Hoc Committee, to include Mr. Carpenter, Mr. Carter, Mr. Clendenin, Chairman Caddell, and Ms. Probst Mills, met to review the Bylaws of Sandhills Community College. Ms. Farmer read each section of the Bylaws to review updates. Attorney May made suggestions upon review and Trustees noted questions or concerns as necessary. Ms. Pratte stated that the combined committee formats are working well but suggested a governance committee be established to create a more collaborative structure regarding policies and shared decision-making. Mr. Evans made a motion to approve preliminary Bylaws as presented. Mr. McLean seconded the motion, and the motion passed unanimously.

Mr. Woodward presented a review of items related to recent Presidential Executive Orders, stating that these orders are relevant to SCC. All executive orders are tied into institutions that are federally funded. Mr. Woodward stated that the College needs to be compliant, and that the College needs to revisit the Title IX policy.

Dr. Voigt gave a presentation regarding the use of Sharepoint, a web-based platform that helps teams work together and manage documents. Dr. Voigt expressed the importance of accessing on a regular basis the wealth of information that is available through Sharepoint.

Dr. Stewart gave the President's Report. Mary Bridschge and Teresa Sheets will be moving forward in a united capacity to assist the Offices of the President and Chief of Staff. Dr. Stewart congratulated Jennifer Pearce, SCC's new Marketing Director, on her significant contribution in keeping SCC aware of valuable news and events. Dr. Stewart recognized Tess Regan, Staff Council President, Alex Patti, Faculty Assembly President, and Vicki Collins, Faculty Assembly Vice President. who met recently to consider what they would like to convey in terms of legislative priorities. Dr. Stewart read a letter of appreciation from the Blue Ridge Community College Board of Trustees to SCC expressing gratitude for support during the recent devastating

natural disaster. SCC hired two Deans, which were promoted from within. As a team, they will be managing and leading our instructional efforts across the College. The decision was made to merge The Workforce Innovation and Strategic Initiatives office with Lindsey Farmer's Office of Research and Planning. Dr. Stewart gave a brief update on SCC's internal campus-wide committees and goals. He noted that shared governance can be accomplished through alignment with the College's strategic plan and accreditation standards. Committees from the Board of Trustees will also align with SCC campus-wide committees.

The next Board of Trustees meeting will be held on the Hoke Campus in Raeford, N.C. on April 8, 2025.

Dr. Stewart completed his report by expressing that "the definition of the "One College" concept is as one that will allow Sandhills Community College to move forward together with changes that will greatly benefit our students."

Mr. Clendenin made a motion to go into closed session. Ms. Probst Mills seconded the motion, and the motion passed unanimously.

The Board went into closed session at 2:55 p.m.

Minutes
of
February 4, 2025
Board of Trustees of Sandhills Community College
Executive Session Meeting

The Board of Trustees of Sandhills Community College met on February 4, 2025, in Van Dusen Hall on the College's campus for its Annual Board Meeting and Planning Retreat. At the conclusion of the Board's regular session and prior to adjournment, on motion by Joe Clendenin and seconded by Helen Probst Mills, the Board voted unanimously to go into executive session to conduct Dr. Stewart's Annual Performance Review.

Larry Caddell, Board Chair, advised the Board that he had previously been provided with the written evaluation by each Board member of Dr. Stewart's performance for the past year. Mr. Caddell reported to the Board that those evaluations strongly approved of Dr. Stewart's job performance during the preceding twelve (12) months.

The Executive Session was adjourned at 3:20 pm, and the Board reconvened its regular meeting. No action was taken by the Board upon reconvening in regular session with respect to Dr. Stewart's Annual Performance Review.

John M. May, Attorney for SCC

March 4, 2025

With no further business, the Board of Trustees meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Larry Caddell, Chairman of the Board

Joseph Clendenin, Secretary of the Board