



MAYLAND

COMMUNITY COLLEGE

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Trustee Retreat Minutes
April 30, 2018
12:00-3:00pm
MCC Owens Board Room

Members Present: Fred Stout, Edwina Sluder, Julia Norris, Nancy Burleson, Martha Hicks, Jennie Harpold, Gwen Harris, R.L. Hoilman, Bryan Peterson,

Other Interested Parties Present: Rita Earley, Tim Greene, Margaret Earley-Thiele, Dr. John Boyd

Lunch

Call to Order 12:13pm by Trustee Burleson

Pledge Of Allegiance

Invocation

Ethics Reminder

-Trustee Burleson gave the Ethics Reminder.

Budget Update

-Dr. Boyd discussed the NC Science Festival event at ESP and the Plant Swap on the main campus. The events were very successful and good for Mayland.

Dr. Boyd discussed the budget. There have not been any updates thus far. Dr. Boyd informed the Board that he anticipates the FTEs to go down slightly. The Legislators have said that MCC should be receiving one time money again this year as opposed to reoccurring funds. The upcoming budget is projected to be \$200,000 less than previous year. MCC will continue to pursue the reoccurring funds for future years. Budgets continue to get tighter as cuts are made by the state. Dr. Boyd has requested to be a part of the county budget workshops. Dr. Boyd reviewed the county budget request for each county. Dr. Boyd reviewed the renovations that need to be made this year to be funded by county capital funds.

Organizational Change Concepts

Trustee Sluder made a motion to enter in to closed session per NCGS 143-318.11.a.6, with a second from Trustee Norris. All approve; motion passed and the Board entered into Closed Session.

Trustee Peterson made a motion to exit closed session per NCGS 143-318.11.a.6, with a second form Trustee Hicks. All approved, motion carried. The Board exited closed session.

Academic Calendar

-Dr. Boyd presented the 2018-2019 and 2019-2020 Academic Calendar.

Trustee Hoilman made a motion to approve the 2018-2019 and 2019-2020 Academic Calendars with a second from Trustee Norris. All approved; motion carried.

Pinebridge

-Dr. Boyd discussed updates on Pinebridge and the hotel. The roof is currently being replaced on the hotel and is funded by the county. Dr. Boyd has met with Gary Jensen from Switzerland Inn to discuss the hotel. Some of the Commissioners and the county have been involved in discussions on the hotel. Mr. Jensen is interested in leasing the hotel to renovate into a boutique hotel. Dr. Boyd and Mr. Jensen are negotiating with each party can do to get this project moving forward. Dr. Boyd has spoken to Whitson Electric to see what is involved in getting the power turned on. Estimates on HVAC units for the rooms is \$30,000. Dr. Boyd is getting estimates on the 1st floor HVAC, sprinkler system, and windows. Mr. Jensen has discussed putting \$1.5M towards renovations of the hotel. A meeting with Mr. Jensen, the town, and county will be held to discuss how to make the town more appealing.

Dr. Boyd discussed the Pinebridge coliseum. Currently, MCC is waiting on the state to approve the contract. The architect is anticipating the roof renovations begin in fall 2018 and construction to begin early 2019. Dr. Boyd reviewed the estimates that have been received on different areas of renovation. MCC is also applying for a grant from ARC that would total \$1,501,100. Grants have been received to go toward landscaping and making the outside more appealing. Dr. Boyd discussed options of events that could be held in the coliseum once the primary renovations are complete. The Board discussed the community benefit of renovating Pinebridge.

Earth to Sky Park

-Dr. Boyd discussed the updates at ESP. MCC is working with a landscape architect to renovate the grounds at ESP. The landscape plans include a pollinator garden, luna moth garden, human sundial, papermaking garden, outdoor terrace and classroom, rain garden, entryway, parking pad, sidewalks, tree fence, etc. The building renovations and Planetarium are not included in the estimates from the landscape architect. Dr. Boyd discussed the benefit to the local farmers in the Horticulture, Aquaponics, and Micro Propagation on using the greenhouses to grow crops. Dr. Boyd reviewed the landscaping renovations at the Observatory. This includes enlarging the telescope pads for crowds, gravel parking area, landscaping, and making the walkway from the parking pad to the Observatory more comfortable.

Board Self Evaluations

-Dr. Boyd discussed new requirements from SACS which include a Board Self Evaluation. The MCC Board of Trustees will be required to create and perform a self-evaluation. Results of the evaluation will be reviewed at a Board meeting.

2019 Goals Discussion

-Dr. Boyd reviewed the FY 17-18 strategies:

- Using bond funds to relocate divisions and services to provide student support.
- Continue to improve program reviews in an effort to identify staffing and equipment needs.
- Review staffing with college needs to create better services.
- Review custodial services and security services to meet college needs.
- Develop annual marketing plan to include branding and style guide.
- Continue to improve the maintenance work order process.
- Continue to improve the college operating process.
- Complete a college policy rewrite.
- Develop college recruiting plan.
- Review viability of existing and new programs of study in academics and EWD.
- Review services vs. staffing at satellite campuses and roles of Deans.
- Continue to improve signage and wayfinding on campuses.
- Develop landscape plans for campuses.
- Develop and execute annual fund.
- Seek grant opportunities.
- Continue to support local entrepreneurs.
- Review capital campaign for Pinebridge and ESP.

The Board reviewed some of the larger work orders and the work order process.

The goal of the annual fund set by the Foundation was \$110K and currently have raised \$123K. ESP and Observatory has exceeded their goal of funds. The Scholarship goal is almost met. The Foundation Board approved raising the scholarship fund to 3.5% of the Endowment. The Foundation is still raising funds for the signage campaign.

Dr. Boyd discussed his trip to Washington and meetings with the legislators to discuss the ARC grant. Dr. Boyd discussed the two grants that MCC is applying for from ARC as well as other grants that MCC has or is applying for. Mrs. Rita Earley discussed the security options that Administration is looking at including a keyless entry system and alerts that can be received in case of an emergency.

State Board Code

-Dr. Boyd discussed new state board code that has been passed and codes that are looking to be passed. Codes that the state board is currently reviewing include allowing the state board to fire trustees.

The state board has modified the holiday leave policy which includes 12 paid holidays for full time employees. MCC is still planning to close for two weeks at Christmas. There are two options to assist with making up the three days at Christmas break: 1.) Earning community service time to equal 24 hours OR 2.) taking three of the current paid holidays and turning those in to work days to swap them out during the Christmas break. The Board will need to vote on

which way to approach the holiday policy. The State board code will go in to effect July 1, 2018.

An additional code that has been proposed that states the percentage of State operating funds remaining does not exceed five percent or five times the system wide percentage, whichever is higher. Ensuring that institutional fund accounts do not have a negative balance at the end of the FY. Ensuring leadership is seeking to fill supervisory positions in a timely manner. Monitoring staff turnover.

Set Schedules for Policy Review Meetings

Committee Chairs are to talk to Brooke to schedule Committee meetings to review policies.