

Members Present	Other Interested Parties Present
Ken Hollifield	Dr. John Boyd, President
Bryan Peterson	Randy Ledford, Vice President Academics and Student Development
Gwen Harris	Gerald Hyde, Vice President of Administration
Jennie Harpold	Rita Earley, Vice President Economic and Workforce Development
Edwina Sluder, Chair	Beth Morris, Marketing Director
Sam Ray, Jr.	Margaret Earley-Thiele, Executive Director Foundation
Kenny Poteat	*Debra Barnette, Technical Services Librarian (*left meeting after introduction)
Nancy Burluson	Brooke Burluson, Secretary to the Board of Trustees
Johnny Riddle	
R. L. Hoilman	
Tiffany Jones, SGA	

Call to Order

Chair Edwina Sluder called the Mayland Community College Board of Trustees to order at 12:03pm. Trustee Poteat offered the invocation.

Ethics Reminder

Chair Sluder provided the ethics reminder. No conflicts of interest were noted.

Agenda and Minutes

A motion to approve the agenda was made by Trustee Hollifield, seconded by Trustee Riddle. Motion carried unanimously.

A motion to approve the 11/9/2015 minutes with one correction, changing 'Harold' to 'Harpold' in the Personnel Committee report was made by Trustee Poteat, seconded by Trustee Harris. Motion carried.

Celebrating Success

Dr. Boyd presented Celebrating Success.

- a) Debra Barnett was hired as the new Technical Services Librarian.
- b) The 2015 Christmas Socials were a success.
- c) Junior and Senior high school students and parents were sent letters to promote recruitment.

Chairman's Report

- Chair Sluder informed the members of the upcoming events which include:
January 18, 2016 the college is closed for Martin Luther King, Jr. holiday.
March 14, 2016 the next MCC Board of Trustee meeting.
April 6-8, 2016 NCACCT Law and Legislative Seminar in Raleigh, NC.

Title IX Presentation

The Title IX information was presented by Mr. Randy Ledford.

Title IX is a federally mandated law for community colleges and universities. Mr. Ledford reviewed the history and evolution of Title IX. The Trustees were informed of the current MCC Title IX Coordinators and the process for complaints. Mr. Ledford reviewed the Violence Against Women's Act and how it correlates with Title IX. The definition of 'responsible employee' was reviewed and the responsibilities of responsible employees. The Board was informed of their role in relation to Title IX.

Committee Reports

• Personnel Committee

- Trustee Poteat informed the Board that the Personnel Committee had a joint meeting with the Finance Committee prior to the full Board Meeting. Dr. Boyd would review the information given to the Personnel Committee in the President's Report.

• Finance Committee

- Trustee Hoilman informed the Board that the Finance Committee met jointly with the Personnel Committee prior to the full Board Meeting.
- Mr. Hyde presented the Financial Report. Commissions were slightly down. The main contributing factor was the decline in sales at the bookstore due to decreased enrollment.

• Building and Grounds Committee

- The Building and Grounds did not meet.
- Dr. Boyd gave an update on Pinebridge. The Master Plan is being updated to include Pinebridge. The project is on hold while waiting for the Bond Referendum to pass that will allow funding. The Foundation gave the Town of Spruce Pine 0.3 acres at the edge of the walking bridge.

• Academic Committee

- Title IX Student Policy- Trustee Harris informed the Board that the Academic Committee met via conference call to discuss the Title IX policy. ***A motion was made by Trustee Harris to accept with Title IX policy as written. The motion was seconded by Trustee Riddle, all approved.***
- Curriculum Update- Mr. Ledford presented the Academic Curriculum Update. Currently there are 978 registered students which is down 8% from the previous year. There are currently 402 registered high school students (number not finalized at this time) compared to 535 from previous year. Spring FTE is 350 as compared to last year's 423. The Early College is down 13 students for the semester. This year is projected to have 1,100 students. Reasons for decreased enrollment include high school students are not finishing their course of study and the population shift in the community.
- Economic and Workforce Development Update- Mrs. Earley presented the Economic and Workforce Development Curriculum Update- Banner Elk School has given MCC 3

rooms to use. At this time, two rooms are being renovated for use including new flooring and paint. There are special interest classes scheduled to be held in the room at the present time. Enrollment in Continuing Education is down 2.8% due to classes being canceled last spring. Those classes will be made up this semester. Adult Education and Basic Skills enrollment is up 11%. Mrs. Earley reviewed the Economic and Workforce Development staff and their community involvement.

Consent Agenda

The following Consent Agenda items were approved on a motion by Trustee Poteat, seconded by Trustee Peterson and a consensus by the Board:

- *Argibusiness Technology Degree Approval*

President's Report

Dr. Boyd presented the President's Report:

- a) Salaries- The state has allocated \$60k to Mayland Community College for 2016 salaries and \$120k for 2017 salaries. The goal for the allocated funds is to move everyone that is currently being paid at less than mid-point towards mid-point based upon time in their current position and then to give all other employees a 1% salary increase.
A motion to approve the salary adjustment was made by Trustee Hollifield and seconded by Trustee Hoilman. All Trustees approved with the exception of Trustee Harpold who voted no.
- b) Job Openings- postings for positions in Basic Skills, Evening Librarian, and Foundation Accountant will be posted in the near future.
- c) Bond Referendum- NC State is working on putting together a Bond Committee. The Trustees were asked to volunteer one Trustee to attend the meetings on behalf of Mayland Community College. Trustee Sluder volunteered to attend the meetings.
- d) Legislative Agenda- Dr. Boyd informed the Trustees that he is on the Legislative Agenda Committee that reviews the Legislative Agenda.
- e) Political Activities Letter- Ralph Hise is running for Senate. Informational purposes only.
- f) Letter regarding Brett Crane- Thank you letter from Appalachian State to the Adult Basic Skills Department. Informational purposes only.
- g) WDI Conference- Dr. Boyd will be gone to the WDI Conference January 20-24, 2016. WDI has secured a grant to help pay for conference expenses.
- h) Other- Dr. Boyd reviewed "Data from NC Department of Commerce Presentation" which shows Mitchell, Avery, and Yancey Counties have been losing jobs since 2014.
Complaint- Dr. Boyd informed the Board that a former part-time employee has filed an Equal Opportunity complaint. The employee had applied for a full-time position at MCC and did not receive the job. The complaint states that she did not receive the job due to her sex and age. Dr. Boyd has discussed the complaint with the attorney who will file a response.

SGA

Tiffany Jones, SGA President, gave an update on SGA and upcoming activities:

- The SGA has not met at this time in the New Year.
- At the next meeting the SGA will be voting on two positions.
- This will be Ms. Jones last year as President as she will graduate in the spring.
- SGA is looking to do a community service project in February.
- SGA will host a blood drive in March.
- SGA will host Spring Fling in April.

New Business

- Trustee Riddle informed the Board that someone has called him several times complaining about the security at MCC. The caller feels that the current security is not adequate and is requesting armed security. Several other Trustees said that they have received calls from the same person. Dr. Boyd informed the Board that MCC is currently getting cost estimates on armed security as well as pricing to hire the Sherriff's Office to assist with security. Cost is a large factor in the security plan that MCC can hire. The school currently has a security plan in place if a situation were to arise. A survey of all the NC Community Colleges security plans was conducted. Results of the survey have not been released at this time.

Adjourn

The meeting adjourned by motion of Trustee Hollifield, seconded by Trustee Riddle and on consensus by the Board at 1:42 p.m.

Respectfully submitted by Brooke Burlison, Secretary to the Board of Trustees.