

Members Present	Other Interested Parties	Members Absent
William Arrowood	Dr. John Boyd, President	Donald Baucom
Dr. Gwen Harris	Marsha Butler	Ronnie Kates, Chairman
R.L. Hoilman	Rhia Crawford, Vice President of Instructional Services	Kevin Street
Julia Norris	Rita Earley, Associate Vice President of Continuing Education and Workforce Development	
Kenny Poteat	Allyson Grindstaff, Community Kitchen Mgr.	
Sam Ray	Kristabell Kennedy, Secretary to the Board of Trustees	
Johnny Riddle	Laura Laughridge, Executive Director, MCC Foundation	
Corey Robinson, SGA	Beth Morris, Director of Marketing	
Edwina Sluder, Vice Chair	Liz Silvers, Director, Institutional Effectiveness / SACS Accreditation Liaison	
Jack Wiseman		

Call to Order

Vice-Chair Sluder called the Mayland Community College Board of Trustees to order at 12:14 p.m. MCC President, Dr. John Boyd, offered the invocation.

Ethics Reminder

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

Agenda

Dr. Boyd requested board approval on removing an item from the agenda. Due to sickness, Mr. Baucom could not be here to complete his oath of office. ***Trustee Riddle made a motion to remove administration of the oath of office and approve the January 13, 2014, agenda as amended. The motion was seconded by Trustee Ray. Motion carried unanimously.***

Minutes

The November 18, 2012, meeting minutes were approved on a motion by Trustee Harris, seconded by Trustee Poteat and by consensus of the Board.

Celebrating Success

- Dr. Boyd commented on the success of the of the Trustee/Foundation Christmas social as well as the Government Social.
- Vice President of Instructional Services and Student Development, Rhia Crawford, introduced Mrs. Allyson Grindstaff as the new manager for the Community Kitchen. Mrs. Grindstaff received her Associates Degree in Culinary Arts from Johnson and Wales University and has over 10 years' experience in the food service industry. The Women for Women grant funded the position for two years as well as a part-time assistant position.
- The board welcomed Mayland's new Nursing Instructor, Mrs. Marsha Butler.
- Dr. Boyd announced two recent retirees:
 - James Buchanan, Auto Body Instructor
 - Martha Beasley, Adult Education Program Accountability Coordinator
- Brenda Peterson, Chief GED Examiner, will be taking an extended medical leave of absence.

Chairman's Report

Vice-Chair Sluder announced the GED Graduation will take place on Friday, January 17, 2014, in the Sam Center Auditorium at 7:00pm.

Committee Reports

- **Personnel Committee**
 - The Personnel Committee had no action or discussion items and therefore did not meet.
- **Academic Committee**
 - Trustee Harris stated that the Academic Committee did not meet this month but an Academic Master Plan overview and a SACS update would be presented to the full board.
 - Liz Silvers, Director of Institutional Effectiveness / SACS Accreditation Liaison, presented an overview of the Academic Master Plan which is a frame-work for decision making, resource allocation and future visions for the college. She also provided a handout of the "Important Developing Themes and Trends" section from the Academic Master Plan.
 - Mrs. Silvers provided updates on the:
 - SACS COC Annual Conference held in Atlanta, GA in December 2013
 - Compliance Certification which is due March 17, 2014
 - QEP Committee endeavors
 - The Quality Enhancement Plan for Mayland Community College – Quest for Quality: Ensuring Student Readiness for Distance Education.

- **Finance Committee**

- Trustee Riddle stated that the Finance Committee did not meet and that Dr. Boyd would discuss the Financial Audit.
- Dr. Boyd commented on the Independent Auditor's Report (included in the board packet). The NC Office of the State Auditor gave a clean audit report and their opinion letter stated that the financial statements presented fairly, in all material respects, the financial position of Mayland Community College, as of June 30, 2013.

- **Building and Grounds Committee**

- Dr. Boyd provided an update on the Anspach Campaign. UCB has made a pledge commitment to the Anspach Advanced Manufacturing School with intentions to name a classroom.
- The college will be advertising for an instructor position for the Anspach School as well as an Administrative Assistant's position in the President's Office.

Consent Agenda

- **No action items.**

President's Report

- The Board Retreat is scheduled for April 14, 2014, at Blue Ridge Regional Hospital.
- Curriculum enrollment is down 9% from the Fall 2013 semester.
- Trustees Norris, Arrowood, and Ray have volunteered to serve another term on the Foundation Board.
- Chairman Kates and Trustees Sluder and Street have terms expiring on June 30, 2014. The College will request reappointment with the respective appointing agencies.

SGA

Corey Robinson, SGA President, gave an update on SGA activities:

- The fall American Red Cross Blood Drive was a great success with 60-70 donors.
- SGA is hosting a spring 2014 Red Cross Blood Drive on Wednesday, February 5, 2014.
- The Mayland Circle K Club sponsored a Circle of Hope Christmas Tree project which helped 21 families. SGA sponsored the purchase of wrapping paper and gift bags to support this project.
- SGA held a Christmas Social in the Student Commons on December 10, 2013, with hot chocolate, apple cider and cookies.

Adjourn

The meeting adjourned by motion of Trustee Ray, seconded by Trustee Riddle and on consensus by the Board at 1:14 p.m.

Respectfully submitted by Kristabell Kennedy, Secretary to the Board of Trustees.

Kristabell Kennedy