

Members Present	Other Interested Parties	Members Absent
Nancy Burluson	Dr. John Boyd, President	William Arrowood
Dr. Gwen Harris	Kristabell Certain, Assistant to the Foundation	
R.L. Hoilman	Rhia Crawford, Vice President of Instructional Services & Student Development	
Ronnie Kates, Chairman	Rita Earley, Associate Vice President of Continuing Education and Workforce Development	
Julia Norris	Steve Gunter, Director of Adult Education	
Kenny Poteat	Gerald Hyde, Vice President of Administration	
Sam Ray	Beth Morris, Director of Marketing	
Johnny Riddle	Liz Silvers, Director, Institutional Effectiveness / SACS Accreditation Liaison	
Edwina Sluder, Vice Chair	Dora Smith, Assistant to the President and Board of Trustees	
Kevin Street		

## Call to Order

Chairman Kates called the Mayland Community College Board of Trustees to order at 12:03 p.m. Trustee Sluder offered the invocation.

## Ethics Reminder

Chairman Kates provided the ethics reminder. No conflicts of interest were noted.

## Agenda

*Trustee Ray made a motion to approve the agenda for June 9, 2014. The motion was seconded by Trustee Riddle. Motion carried unanimously.*

## Minutes

*The minutes from the meeting on March 10, 2014, were approved on a motion by Trustee Riddle, seconded by Trustee Poteat and by consensus of the Board.*

## Oath of Office

Nancy Burluson was sworn in as a new member to the Board of Trustees, appointed by the Mitchell County Board of Education, for a four-year term beginning June 9 2014, and expiring on June 30, 2017, as she is completing the term of the late Darrell Ledford. Kristabell Certain performed the Oath of Office.

## Celebrating Success

- Chairman Kates complimented Mayland staff on an excellent graduation, which took place May 10, 2014, at First Baptist Church in Crossnore. Over 90 students graduated, and the student speakers did a wonderful job.
- On April 3, 2014, over 100 people (scholarship recipients, donors, and other members of the Mayland family) gathered to celebrate students' success at DREAM Day.
- Dr. Boyd thanked Mitchell, Avery and Yancey counties for the presentation of a three-county resolution recognizing Mayland for its ranking in four national polls and placement in the top one percent of community colleges in 2013. The Resolution is being sent to Mitchell County Manager Charles Vines, who will submit it to the State Board.
- This year's publication of *Gateways* has been a success thanks to Elizabeth Hardy and the English Department. The publication showcases student and faculty creative writing and is something MCC can be very proud of.

## Chairman's Report

- Founders Day will be held Thursday, June 19, 2014, 9:00 a.m. at the Mitchell Campus. Trustee award recipients are:
  - Mitchell County:  
Distinguished Citizen – Lloyd Hise  
Distinguished Alumni – Donald Street
  - Avery County:  
Distinguished Citizen – Dr. David Burleson  
Distinguished Alumni – Ann King
  - Yancey County:  
Distinguished Citizen – Dr. Gwen Harris  
Distinguished Alumni – Mitzi Layell
- Medical Assisting Pinning will be Saturday, July 12, 3:00 p.m. at Bethel Baptist Church.

## Committee Reports

- **Personnel Committee**
  - The Personnel Committee did not meet this month.
  - ***On motion by Trustee Ray, seconded by Trustee Riddle, the board unanimously moved into closed session to discuss the Presidential Evaluation via the authority of NCGS 143-318.11.a.(6) at 12:16 p.m.***
  - ***The Board entered open session by motion of Trustee Riddle, seconded by Trustee Ray and on consensus by the board at 12:29 p.m.***
  - ***A motion to approve the evaluation of the President was made by Trustee Norris, seconded by Trustee Poteat. Motion carried unanimously.***

- **Academic Committee**

- The Academic Committee did not meet this month.
- Vice President of Instructional Services & Student Development Rhia Crawford presented the results of the Education Program Audit for 2013-2014.
  - Based on the site review, no audit exceptions or areas of concern were identified.
  - Two Curriculum findings were noted but did not merit inclusion in the college audit report. The Board discussed these findings and recommended actions to be taken to review the Career and College Promise Operating Procedures to ensure compliance with enrollment requirements.
- Liz Silvers, Director of Institutional Effectiveness / SACS Accreditation Liaison, provided the SACS update:
  - The Final Off-Site Report for Mayland's Compliance Certification was received on May 21, 2014. Overall the report was positive, though it identified some minor issues. The Focus Report is in progress, issues are being addressed, and the process is ahead of schedule. A meeting is scheduled with Dr. Taylor later today (June 9) to further discuss the findings. The Board congratulated Silvers on her hard work on the SACS process.
  - Silvers reminded the Board that the SACS onsite team will be at MCC from September 15-18, 2014.

- **Finance Committee**

- Trustee Riddle stated that the Finance Committee met this morning and approved several items for the Consent Agenda.
- Gerald Hyde, Vice President of Administration, provided the report on the results of the Federal Compliance Audit. The audit found no material weaknesses, no instances of noncompliance, and did not identify any deficiencies in internal control. Hyde commended both the Business Office and the Financial Aid Office for their collaboration on this audit.
- Dr. Boyd discussed the Budget Strategy for the upcoming Fiscal Year (see attached presentation):
  - Balance budget with 3% contingency
  - Fill additional positions based on final state budget and availability of funds
  - Program impacts:
    - Implementing new programs in the Anspach Advanced Manufacturing School
    - Changing to a two-dean structure with department chairs
  - Dr. Boyd noted that there was no impact on personnel with this strategy

- Personnel needs include a Machining Instructor, Marketing Assistant, Welding Instructor, Horticulture Instructor (Dr. Boyd explained that Brandon Pitman would be moving from the EnergyXchange to fill this position), and an Administrative Assistant to Workforce and Economic Development.
- Dr. Boyd presented the Administration Organizational Chart for the upcoming fiscal year, pointing out a change of title for the Associate Vice President of Continuing Education and Workforce Development to Vice President of Economic and Workforce Development. Dr. Boyd stated that no cost would be associated with the change to a three-vice president system.
- Dr. Boyd presented his 2014-15 Presidential Goals:
  - Complete fundraising and construction of the Anspach Advanced Manufacturing School and begin offering degree programs.
  - Complete fundraising and construction of the Star Park and Observatory.
  - Make EnergyXchange sustainable.
  - Open classes in Banner Elk.
  - Expand Folk Art component in noncredit offerings.
  - Develop more certificate programs that build to associate degrees.
  - Develop internal articulation agreements between noncredit and credit courses.
  - Integrate soft skills into credit and instructional programs.
  - Successfully complete SACS recertification and Nursing recertification.
  - Increase total enrolment by 2%.
  - Raise unrestricted gifts in the Foundation.
  - Close the loop on academic master plan and program reviews.
- EnergyXchange update: Dr. Boyd said that sales are currently lower than projected. He hopes that once some changes are completed, which include moving the current manager, Brandon Pitman, to academics and finishing the solar project, gardens, and observatory, the EnergyXchange will be a funding source for the College.
- Mayland Berkshire Project Update: Dr. Boyd highlighted the program's successes with high school students in Yancey and Avery counties. Trustee Riddle said that he and his daughter, Molly Riddle, have learned a lot as participants in the project. Needed modifications being made to the program include enforcing requirements for ages of students who can participate and establishing coordinators in each county. The next step for the program is to consolidate the sows at EnergyXchange for breeding later this year.
- ***A motion to approve the Budget Strategy was made by Trustee Norris, seconded by Trustee Riddle and carried by the Board.***

- **Building and Grounds Committee**

The Building and Grounds Committee did not meet this month.

## Consent Agenda

- *The following consent agenda items were approved on a motion by Trustee Riddle, seconded by Trustee Sluder and on consensus by the Board:*
  - Student Write-Offs
  - Student Fee Policy
  - Blanket Travel Authorization
  - Continuing Budget Resolution

## President's Report

- *The Memorandum of Agreement for Fiscal Year 2014-15 between the Mayland Community College Foundation and the College was approved on a motion by Trustee Harris, seconded by Trustee Riddle.*
- Dr. Boyd provided an update on the construction of the Anspach Advanced Manufacturing School on the Yancey Campus. The slab should be poured this Thursday, and the steel will going up next week. Construction is moving quickly.
- Mayland will partner with Mountain Air to host a Pig Pickin' on June 25.
- The Red, White and Brass event will be held June 28.
- Dr. Boyd will be traveling with community members to Scotland/Ireland on June 20.
- Dr. Boyd discussed upcoming opportunities for the naming of buildings and rooms for donors. He asked for the Board's verbal permission to pursue naming the new welding lab for Mr. and Mrs. Arthur. Trustee Sluder said it would be appropriate to pursue that.
- Dr. Boyd discussed upcoming changes to the Board of Trustees as some members terms are expiring and new appointments are being made. He thanked Trustee Street and Chairman Kates for their wonderful service to the College.

## SGA

Chairman Kates said that the new SGA President, Tiffany Jones, will join the Trustees at the September meeting.

## New Business

- *The 2014-2015 Board Calendar was approved on a motion by Trustee Sluder, seconded by Trustee Ray.*

- Steve Gunter, Director of Adult Education provided an update on Adult Education (see attached presentation):
  - Students will now have to pay a fee to take the GED. MCC was the first to transition to a completely computerized test.
  - Adult Education has seen a large growth in number of graduates over the past five years
  - New program, Adult High School, allows students to earn an actual high diploma, based on credit recovery
  - Career Pathways allows students to earn a tuition-free career credential
  - Students can call the READ Line (phone number) for basic literacy skills help
- Vice President Rhia Crawford presented an explanation of the decision to terminate the Collision Repair Program: Enrollment had dropped and the program has now been terminated as part of Curriculum. Workforce Development will still have some offerings related to Collision Repair.
- ***Ethics Liaison: The Board appointed Dora Smith as the Ethics Liaison on a motion by Trustee Riddle, and seconded by Trustee Poteat.***
- Dr. Boyd notified the Board of the recent marketing campaign undertaken by the College. “Excellence and Opportunity” ads have been included in the Mitchell, Avery, and Yancey newspapers each week, and several new billboard ads have been purchased.

## Adjourn

***The meeting adjourned by motion of Trustee Ray, seconded by Trustee Riddle, and on consensus by the Board at 1:24 p.m.***

*Respectfully submitted by Dora Smith, Assistant to the President and Board of Trustees.*

*DVS*