

## MINUTES OF THE MTCC BOARD OF TRUSTEES MEETING

The McDowell Technical Community College Board of Trustees met in formal session on Thursday, May 7, 2020 at 6:00p.m in the Universal Advanced Manufacturing Bldg. conference room. Those attending via conference call used phone number 828-652-0656.

**Members Present:** Bill Bach, Randy Hollifield, Nancy Hunter, Kay Medford, Donald Ramsey, Gary Stroud, Jim Washburn

**Members Attending via Conference Call:** Robert Ayers, Greg Barksdale, Gwen Conley, Susan English, Ray McKesson,

**Members Absent:** none

**Others present:** Administrators/Staff: Dr. John Gossett, Dr. Penny Cross, Madalyn Gaito, Ryan Garrison, Ladelle Harmon

**Others Attending via Conference Call:** Administrators/Staff: Michael Lavender, Stacy Buff

**Media:** None attending in person

**Call to Order – Chairperson**

Chairperson Stroud welcomed the board members and called the meeting to order.

**Prayer:** Kay Medford

**Ethics Statement:** Chairperson

Chair Stroud read the Ethics Awareness & Conflict of Interest statement. No conflicts of interest were noted.

**Approval of Minutes** – Chairperson

Chair Stroud called for approval of the board minutes from the regularly scheduled meeting on April 9, 2020. Randy Hollifield made a motion to approve the minutes. Don Ramsey seconded the motion, a voice roll call vote was taken and the minutes were approved.

**Financial Report** – VP of Administration and Finance

VP Garrison presented the county detail budget and the State appropriation budget for the month ended April 30, 2020. (handout) Robert Ayers made a motion to accept the financial report. Ray McKesson seconded it, a voice roll call vote was taken and the motion passed.

**Building and Grounds Committee Report** – Don Ramsey

Mr. Ramsey asked Dr. Gossett to provide an update on construction on the Cosmetology Building. Dr. Gossett reported that construction on the new building is on track for completion by late summer. The library renovation documents are in the process of being prepared to go out to bid.

**Personnel Committee Report** – Chairperson

Kay Medford requested a Closed Session prior to the end of the meeting.

**Foundation Report** – Nancy Hunter

No report

**President's Report** – Dr. Gossett

**Board Policy 2.20 Communicable Disease (2nd Reading)** – Ladelle Harmon

Mr. Harmon presented the board with the policy for a second reading. He notified the Board that a correction had been made to remove the apostrophe from the word accommodations, located in the last paragraph. There were no questions/comments. Kay Medford made a motion to pass Policy 2.20 Communicable Disease, Randy Hollifield seconded the motion. A voice roll call vote was taken and the motion passed.

**Board Policy 4.3 Grievance Policy – Students (1<sup>st</sup> Reading)** – Ladelle Harmon

Mr. Harmon presented the board with the policy, notifying the Board of language that had been changed per their request. The policy will be presented for a second reading and vote at the June meeting.

**Extend Emergency Work and State of Emergency Leave** – Dr. Gossett

Dr. Gossett informed the Board that the Office of State Human Resources has extended its State of Emergency Leave Provision 3 through May 22. Faculty and staff will be working back on campus as early as May 11 in order to help students complete registration and advising for summer school classes.

**Campus Update – Dr. Gossett**

- Dr. Gossett informed Trustees that the Dept. of Technology was working to move all IT systems to the Cloud.
- The NCCCS has identified legislative priorities:
  - Working with the Federal government to help receipts shortfalls
  - Transitioning to online instruction – making sure faculty are trained and proficient in offering classes online.
  - Enrollment growth funding
- Classes that were placed on hold, during the COVID-19 shutdown, will begin face to face instruction this summer. All other summer school classes will be online. Human Resource Development (HRD) classes will continue to be held and Adult Basic Skills classes will resume in July 6.
- Beginning May 11 administrative offices will be open and will observe summer hours: 7:30am to 5:30pm Monday-Thursday.
- QEP newsletter – trustees were provided with a copy of the April edition of the newsletter.

**Other**

- Ryan Garrison reported that the President Search RFP proposals are due by noon on Friday, May 8. Once the proposals have been received he will compile the information and it will be distributed to the Trustees.
- Robert Ayers asked about the proposed meeting to discuss the budget request made to the McDowell County Commissioners.

### **Interim President Committee Report – Kay Medford**

Kay Medford moved the meeting go into Closed Session pursuant to NC General Statute § 143-318.11 (a) (1) (6). Randy Hollifield seconded the motion. A roll call vote was taken and the meeting moved into Closed Session.

Don Ramsey moved the meeting go back into Open Session. Randy Hollifield seconded the motion. A roll call vote was taken and the meeting moved into Open Session.

In Open Session Bill Bach moved to approve Ryan Garrison for the position of Interim President of McDowell Technical Community College. Don Ramsey seconded the motion. A voice roll call vote was taken and the motion was passed by unanimous vote. Mr. Garrison's resume will be sent to the NCCC State Board for approval. A public announcement will be made once approval has been received from the System Office.

### **Chairman's Report** – Chairperson

- Evaluation of the President - Mr. Stroud requested the meeting go into Closed Session pursuant to NC General Statute § 143-318.11 (a) (1) (6). Don Ramsey moved the meeting go into Closed Session. Kay Medford seconded the motion. A voice roll call vote was taken and the meeting moved into Closed Session.

Don Ramsey moved the meeting go back into Open Session. Bill Bach seconded the motion. A voice roll call vote was taken and the meeting moved into Open Session.

In Open Session Bill Bach made the motion to accept the compiled results of the Board Evaluation of the President and that the results will be submitted to the NC Community College State Board. Don Ramsey seconded the motion. A voice roll call vote was taken and the motion passed. The results of the evaluation will be submitted to Mr. Breedan Blackwell, Chair of the State Board of Community Colleges, by June 30, 2020.

- Board Self Evaluation – Copies of the Board of Trustees Self Evaluation form were distributed to members in attendance and mailed to those who were attending via conference call. Mr. Stroud asked trustees to return the completed board evaluation forms to Madalyn Gaito by June 5, 2020. Stamped, addressed envelopes were included with the evaluation forms.

### **Announcements**

MTCC Graduation – Rescheduled for August 7, 2020

### **Adjournment**

There being no further business, Don Ramsey moved the meeting be adjourned. Randy Hollifield seconded the motion, a voice roll call vote was taken and the meeting adjourned at 7:45pm.

**The next regular meeting of the MTCC Board of Trustees is scheduled for Thursday, June 11, 2020 at 6:00 p.m. in the conference room of the Universal Advanced Manufacturing Bldg. Meal will be provided at 5:30 p.m.**

Respectfully submitted,

John D. Gossett  
Secretary to the Board