

MINUTES OF THE MTCC BOARD OF TRUSTEES MEETING

The McDowell Technical Community College Board of Trustees met in formal session on Thursday, January 14, 2021 at 5:30p.m in the Universal Advanced Manufacturing Bldg. conference room and via conference call at 828-652-0656.

Members Present: Randy Hollifield, Nancy Hunter, Kay Medford, Gary Stroud

Members Attending via Conference Call: Robert Ayers, Bill Bach, Gwen Conley, Susan English, Ray McKesson, Donald Ramsey, Jim Washburn

Members Absent: Mark Garrett

Others present: Dr. Penny Cross, Madalyn Gaito, Ryan Garrison, Ladelle Harmon, Michael Lavender

Media: None

Call to Order – Chairperson

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

Prayer: Kay Medford

N.C.G.S. ̈138A-15(e): Ethics Act

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

Approval of Minutes – Chairperson

Chair Stroud called for approval of the board minutes from the regularly scheduled meeting on November 12, 2020. Ray McKesson made a motion to approve the minutes. Nancy Hunter seconded the motion, vote was taken and the minutes were approved.

Financial Report

- VP Garrison presented the county detail budget and the State appropriation budget for the month ending December 31, 2020. (handouts) Randy Hollifield made a motion to accept the financial report. Kay Medford seconded it, a vote was taken and the motion passed.

Building and Grounds Committee Report – Don Ramsey

Mr. Ramsey reported that a ribbon cutting event was held to celebrate the official opening of the Cosmetic Arts Building. A score of 99 was received from the Cosmetology Board.

Personnel Committee Report – Chairperson

No report.

President's Report – Dr. Merritt

- **Spring 2021 Enrollment Update** **VPCross**
 - Dr. Cross reported that the student headcount for the Spring 2021 semester was at 945. This is about 100 students less than we had this

time last year. We are enrolling students for a second wave of 8 week and 14 week courses and are working to increase enrollment in Continuing Education classes.

- Have been working with Mark Garrett, McDowell Co. Schools Superintendent, to meet the needs of all MCS students who taking all classes online. No problems have been reported to date.
- Answering a question about the Quality Enhancement Plan, Dr. Cross reported that it seems to be effective with student advising and all students are required to meet with an advisor for onboarding.

- **Strategic Plan Process**

President Merritt

Dr. Merritt referred to the Strategic Plan Timeline handout trustees received in their packets. The collaborative and inclusive process will include surveying faculty, staff and students as well as external groups representing business, healthcare and education in McDowell County. Focus groups will be held to discuss survey results. We will take a close look at our institutional mission, vision, and values. The goal is to submit a Strategic Plan to the Trustees for approval in June 2021. Once completed, this plan will help define who we are and what we do. Having a plan in place will also assist when seeking funding opportunities.

- **Campus Update**

President Merritt

- Dr. Merritt is in the process of meeting one on one with all members of the President's Council.
- In other business; Mr. Hollifield suggested a small group, representing the BOT, meet with the McDowell County Manager, Chair and Vice-Chair to review the 5 year capital budget plan. This meeting will include Chair Stroud, Mr. Ayers, Mr. Bach, Mr. Hollifield, Mr. McKesson, Ryan Garrison and President Merritt.

Chairman's Report – Gary Stroud

- Chair Stroud asked the Board to appoint Dr. Merritt as the MTCC representative to the McDowell Economic Development Association per the MEDA bylaws. Randy Hollifield made the motion to appoint Dr. Brian Merritt to serve on the MEDA Board as the representative for MTCC. Nancy Hunter seconded the motion. A vote was taken and the motion passed.
- NCACCT Trustee Connections – The NCACCT Executive Board is developing a database of Trustees who are "connected" and have relationships with members of the NC House and NC Senate. They will use the contact info to let Trustees know when Bills are moving and ask that they reach out to their legislators. If you would like to participate Madalyn Gaito will need the name of the legislator, trustee name, phone number and email address

- Chair Stroud expressed appreciation from the Board for the leadership Ryan Garrison provided for the College serving as Interim President and VP for Finance and Administration July 1 – December 31, 2020.

Adjournment

There being no further business Don Ramsey moved the meeting be adjourned. Randy Hollifield seconded the motion and the meeting adjourned at 6:15pm.

The next regular meeting of the MTCC Board of Trustees is scheduled for **Thursday, February 11, 2021.**

Respectfully submitted,

President Brian Merritt
Secretary to the Board