

D R A F T

DANVILLE COMMUNITY COLLEGE

MEETING OF THE BOARD

**MONDAY, MARCH 18, 2019
5:30 P.M. – Wyatt Building Board Room**

MINUTES NO. 247

The two-hundred and forty-seventh meeting of the Danville Community College Board was held on March 18, 2019, at 5:30 p.m. in the Wyatt Building Board Room.

I. OPENING

A. CALL TO ORDER: Mr. Chris Eastwood, Chair, called the meeting to order and asked that the roll be called.

B. ROLL CALL

Board Members Present: Ms. Sheila Baynes
Ms. Barbara Brown
Dr. Frank Grogan
Mr. Chris Eastwood
Mr. Ricky Hutcherson
Mr. John Mead
Ms. Kathryn Roberts
Mr. Telly Tucker
Mr. Carlyle Wimbish

Also Present: Dr. Betty Foster, Interim President
Mr. Shannon Hair, Vice President of
Institutional Advancement and
Development
Dr. Debra Holley, Vice President of
Academic and Student Services
Mr. Cory Potter, Director, Planning,
Effectiveness and Research

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Mr. Bobby Roach, Public Relations and Marketing
Dr. Betty Foster, Interim President/Secretary
Ms. Elizabeth Spainhour, DCC Educational Foundation Liaison to the DCC Board
Mr. Jimmie Tickle, Assistant Vice President of Workforce Services and Technical Studies
Mr. Charles Toothman, Vice President of Financial and Administrative Services
Ms. Connie Wann, Executive Assistant to the President

- C. **PUBLIC COMMENT:** None.
- D. **INTRODUCTION OF NEW BOARD MEMBER:** Mr. Eastwood welcomed Ms. Kathryn Roberts as a new Board member, who is filling the vacancy resulting from the resignation of Mr. Matt Leonard of Halifax County.
- E. **UPDATE ON PRESIDENTIAL SEARCH:** Chairman Eastwood stated that:
1. The DCC Board Search Committee has been to Richmond twice—once to identify the individuals to be interviewed, and the second time for the actual interviews. Nearly 100 applications were submitted, and twelve individuals were selected for interview. Three have been selected to come to the DCC campus the first week in April. Once approved by the State Board of Community Colleges, the names of the candidates will be released and disseminated to you at that time.
 2. Board members need to be available. The candidates will meet with faculty, staff, students, administrators, and local officials. An open forum will be held for each candidate in the late afternoon followed by dinner with the Board and the actual interview.

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3. The Board members agreed to meet at 5:30 p.m. on April 10 in the Wyatt Building Board Room to discuss the candidates strengths and weaknesses for submission to the Chancellor.

F. ACTION ITEMS

1. **Approval of Minutes of the November 26, 2018, Meeting; the December 17, 2018, Called Meeting; and, the Memorandum for the Record dated December 18, 2018 (copy attached):** A motion was made by Ms. Baynes, seconded by Ms. Brown, that:

THE MINUTES OF THE NOVEMBER 26, 2018, MEETING; THE DECEMBER 17, 2018, CALLED MEETING; AND, THE MEMORANDUM FOR THE RECORD DATED DECEMBER 18, 2018, BE APPROVED AS PRESENTED.

Board approval was unanimous.

2. **Election of Nominating Committee for Chair and Vice Chair:** Ms. Baynes, Mr. Mead, and Ms. Roberts were unanimously chosen to serve on the Nominating Committee.

II. PRESIDENT'S REPORT

A. INFORMATION ITEM

1. **Newspaper Coverage on DCC's "Lost Archives":** Mr. Eastwood commented on the article which appeared recently in the *Danville Register and Bee* regarding slides discovered by the College's information technology staff beneath the library. Mr. Bobby Roach in the office of Public Relations scanned these slides and presented them to the campus community to take a virtual tour through two decades of DCC history.
2. **Follow-up on "What Every Board Member Absolutely Has to Know about FOIA":** Dr. Foster noted that this information was sent to the Board electronically. She discussed each Board member being assigned an official DCC email address noting that if a FOIA request was made, the Board member(s) would have to provide the email in that regard from their own email account. The official email would protect Board members during

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their terms on the Board and would be available only during the Board member's term. Ms. Wann will be in touch with Board members to obtain information, and hopefully, the official email addresses will be in place by June. Also, a link to a website on the FOIA will be sent to Board members. Dr. Foster advised that the College is undergoing a change in employees' emails as well. The danville.edu will replace the dcc.vccs.edu in the next few months.

3. **President's Survey Results:** Dr. Foster discussed a survey she conducted with College employees during her first weeks as Interim President. She noted that the response was great: 89 percent faculty; 78 percent classified; and 64 percent administrators. Copies of the results were distributed and reviewed. She advised that the number one priority was increasing enrollment.
4. **Planning Process:** Dr. Foster showed the Planning Notebook, which has been compiled with all documents related to this process. Notebooks are housed in all administrative offices making them available to faculty and staff.
5. **Students' Visit to General Assembly:** Dr. Foster reported that on February 6, she and Dr. Holley traveled to Richmond with six students to meet with area legislators and attend the General Assembly. Delegate Danny Marshall recognized them when attending the General Assembly. This is the first time in five years that this activity has been done, and hopefully, it will continue because of its value to the participating students.
7. **Senator Kaine's Visit—March 18:** Dr. Foster discussed Senator Kaine's visit. She advised that Ms. Gwen Mason from his office visited the campus several weeks ago, and when she reported back to him on what she saw, he wanted to come and visit as well. He was very interested in the Precision Machining and Welding, but he saw everything. He can hopefully position the College to receive more funding in certain areas.
8. **Go Tec Initiative:** Dr. Foster advised that the College is in the last part of the first phase, and most everything has been accomplished. On February 12, she traveled to Richmond to attend the State meeting. DCC made the largest ask totaling \$4.9 million, and it was approved. DCC will be a partner, and the grant will be managed by the Institute for Advanced

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Learning and Research (IALR). Dr. Foster discussed the major impact the Career Connection Labs are making on students at Chatham Middle School, Westwood Middle School, and Bonner Middle School. This is the pipeline starting in middle school, then to dual enrollment classes, then college, and on to a capstone program. Dr. Foster stated that the ask is regional including Region 1 and 3, and later Region 4. Participating are DCC, Patrick Henry Community College, Southside Virginia Community College, New College Institute, IALR, Wytheville Community College, and the Southern Virginia Higher Education Center (SVHEC).

Mr. Tucker stated that amazing reactions have been received from industry and noted the program creates a more well-rounded student receiving better test scores and being more productive. This has been a community effort and one to be proud of. A wide variety of areas will be explored over the next few years.

B. ACTION ITEM

1. **Resolution for Naming Building (copy attached):** Dr. Foster announced that the Kiwanis Club of Danville Foundation and the Danville Lions Foundation, Inc. have donated \$25,000 each to name the Welding Building on campus. A handout of the resolution with a photograph of the building showing the location of the name were distributed.

A motion was made by Mr. Mead, seconded by Mr. Hutcherson, that:

THE RESOLUTION FOR NAMING THE WELDING BUILDING TO HONOR THE \$500,000 CONTRIBUTION MADE JOINTLY BY THE KIWANIS CLUB OF DANVILLE FOUNDATION AND DANVILLE LIONS FOUNDATION, INC. BE APPROVED.

Board approval was unanimous.

III. FINANCIAL AND ADMINISTRATIVE SERVICES

A. INFORMATION ITEMS:

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1. **Budget Update:** Mr. Toothman reported that the College is very dependent on tuition revenue. As our enrollment has declined, revenue has taken a toll, and ways to economize are being reviewed. Spring Semester enrollment has been better than forecasted; however, there was a seven percent decrease in Fall Semester and a two percent decrease in the Spring. Also Workforce Services revenue has been more than anticipated. We are working with FEMA to receive funding for damages caused by Hurricane Michael.

2. **General Assembly Update:** Mr. Toothman advised that the General Assembly has met on our budget with very positive signs.
 - a. Lawmakers agreed to increase funding for Virginia's Workforce Credential Grants, which support VCCS's FastForward workforce training programs. The additional funding will boost FastForward grant funding in the next budget year to \$13.5 million (a 42% increase), and was a top priority for the VCCS at the 2019 legislature. DCC will receive \$400,000.
 - b. At this point in time, a tuition increase is not expected, and \$52.5 million has been set aside for tuition increases next year.
 - c. We will retain \$130,000 for non-credit classes hoping to see additional revenue.
 - d. Full-time and adjunct faculty will receive a three percent salary increase. The budget also calls for a 2.75 percent salary increase for all full-time classified state employees, plus an additional 2.25 percent merit increase for classified state employees with at least 3 years of service and a positive performance review from last year.

Part-time (P-14) classified employees will see a pay boost of at least two percent. The Chancellor is seeking permission from state budget writers to boost the P-14 worker salaries 2.75 percent. A final decision on this is expected in April.
 - e. The new state budget also is good news for state employees who participate in government-sponsored health care plans. Due to lower-than-projected health

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care insurance expenses, health insurance premiums for the VCCS and VCCS employees will be held constant in the year beginning July 1. In addition, the budget will allow a temporary “holiday” from paying health care premiums during two pay-periods in October. This will be a savings for the College.

- f. Day to Engage—April 26: Mr. Toothman advised that faculty, staff, and students will help spruce up the campus on this date. Flowers will be planted and areas will be mulched. Lunch will be provided from 12:00 Noon until 2:00 p.m. Funding is being provided by the Center for Community Engagement. Participating students will receive t-shirts.

B. ACTION ITEMS

1. **Approval of DCC Continuity Plan and Emergency Operations Plan (Appendix G):** Mr. Toothman reported that the College’s Safety Committee has reviewed this document to ensure that it is up to date. There were no major changes.

A motion was made by Ms. Baynes, seconded by Mr. Tucker, that:

THE DCC CONTINUITY PLAN AND EMERGENCY OPERATIONS PLAN (APPENDIX G) BE APPROVED AS PRESENTED.

Board approval was unanimous.

2. **Approval of Resolution to Submit Applications to the Tobacco Region Revitalization Commission:** Mr. Toothman advised that the Temple Building lower level needs renovation. He is working with Mr. Steve Carrigan, Associate Professor of Information Systems Technology, to renovate one room to become a server room. The room behind this room will become a classroom. A request is being made for \$200,000 from the Tobacco Commission in the form of a grant. Matching money will come from the College’s Equipment Trust Fund phasing it in over three years. When finished, this should be a very attractive space with the intent of attracting students. The funding will be coming from the Competitive Education Round.

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A motion was made by Mr. Wimbish, seconded by Ms. Baynes, that:

THE RESOLUTION FOR MR. CHARLES TOOTHMAN TO BE ABLE TO SUBMIT APPLICATIONS TO THE TOBACCO REGION REVITALIZATION COMMISSION BE APPROVED AS PRESENTED.

Board approval was unanimous.

IV. ACADEMIC AND STUDENT SERVICES

A. INFORMATION ITEM:

1. **Enrollment Report:** Dr. Holley reported that DCC is No. 8 from the top of all 23 colleges on the VCCS enrollment report. She also noted that the enrollment decline is a national trend, and that our service region is experiencing a population decline. The retention report shows that the number of Fall to Fall first-time students has increased over the last two years by nine percent. She commented on the calling campaign, emails, robo-texts, and postcards that are used to reach students. Work is also being done to encourage faculty to be more assertive in the advising process.

She provided the following information:

- Fall to Spring 489 students did not return.
- Of these, 116 were first-time students.
- Seventy were not academically eligible to return.
- Forty-six were not eligible to return.
- Seventy were transfer students trying to increase their grade point average. These students will be contacted to advise them of our summer offerings.
- Ms. Cheryl Terry, Dean of the Division of Student Success and Academic Advancement, came from a workforce background, and for the last six months, she has been working at RCATT with business and industry to schedule short-term training. A meeting will be held soon to determine how to continue.

2. **Update on Revision of Mission and Vision Statements:** Dr. Holley discussed the drafts of these statements included in

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the Board's agenda packet. She requested their input to determine if the committee was moving in the right direction.

3. **Catalog**: New catalogs were distributed.
4. **Davenport Institute Update**: Dr. Holley reported that in 2017, the Davenports provided funding for DCC and three other community colleges to increase training for child care workers. The goal is to improve the quality of instruction and the quality of care. We are moving into the third year with 24 students completing their Career Studies Certificate through the Davenport Institute. Three of these went into the two-year program. Four more, who have not finished, plan to pursue a four-year degree.
5. **Direct Enrollment Project**: Dr. Holley reported that the elimination of the placement test, which determines if a student is prepared for college math and English, is being discussed. DCC was initially in the pilot program, but chose to drop out because there were too many unknowns—change in leadership, concern that we don't have sufficient support for students in place, uncertain of the effect it would have on the College's budget, etc. Mr. Mead noted the importance of students having math capability. DCC will continue to test for now. Someone who has been in the military can skip the test, but if grades fall, the individual will have to enroll in developmental classes.
6. **New Navigator Positions**: Dr. Holley announced that the College is moving to the one-door approach, which trains employees to tell students what options they have and what type of jobs are available. Navigators will be trained to register and advise students on both credit and short-term training. Instead of hiring another counselor, a one-half time person was made full-time, and the second position is a bachelor's degree level. By reallocating resources, less is being spent now than in December which nets a saving. It was noted that these individuals need to be friendly and inviting at the front desk in the Admissions Office.
7. **G3 Grant**: Dr. Holley stated that Governor Northam wants to provide free community college, but it is not totally free. Focus is on the STEM areas and early childhood. The *Get Skilled, Get a Job, Give Back Initiative* (G3) will provide an opportunity for

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any Virginian to earn a stackable credential that meets critical employer demands. Future students enrolled in pre-approved G3 pathways will be eligible for last-dollar scholarships. The current G3 Planning Grant provides colleges with resources to plan, develop, and implement curricular changes within the identified pathways to meet specified goals and objectives.

8. **Marketing Update:** Dr. Holley announced that programs have been identified and an ask is being planned to submit to the DCC Educational Foundation. Private companies can participate and provide funding to sponsor a byline on billboards, etc.
9. **Counselors' Workshop—April 5:** Dr. Holley announced that this year area counselors will receive a tour of our facilities, and lunch will be provided by the DCC Educational Foundation.

B. **ACTION ITEM**

1. **IST Network Engineer—Cyber and Network Security Specialization:** Dr. Holley advised that this program has already been approved by the Board, but when it was submitted to the VCCS for approval, it was returned because the State Council of Higher Education for Virginia (SCHEV) would not approve it because of the lack of available jobs. The VCCS's suggestion was to make it a specialization under a degree that the College already has since that doesn't require SCHEV's approval.

A motion was made by Mr. Wimbish, seconded by Ms. Baynes, that:

THE IST NETWORK ENGINEER—CYBER AND NETWORK SECURITY SPECIALIZATION BE APPROVED AS PRESENTED.

Board approval was unanimous.

V. **WORKFORCE SERVICES**

A. **INFORMATION ITEM:**

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1. **Workforce Services Update:** Mr. Tickle discussed the following information/events:
 - a. Electrical Utilities and Substation Technician Grant Request is close to being completed.
 - b. College Visits
 - Piedmont Virginia Community College Visit
 - Eastern Shore Community College Visit
 - c. Industry Visits and Opportunities
 - Essel ProPack Tour – February 12 (*Graphic Imaging Technology Students*)
 - Sunshine Mills Inc. – Halifax (*Electrical and mechanical opportunities*)
 - Newport News Shipbuilding – March 26
 - d. District Skills USA Leadership and Skills Championships – February 8: Faculty and staff participated as judges and support for Secondary Skills contests—Ms. Cathy Pulliam, Coordinator for Admissions, Enrollment Management and Student Outreach; Mr. Bill Roche, Professor of Auto Analysis and Repair; and Mr. Jimmie Tickle, Assistant Vice President of Workforce Services and Technical Studies. Virginia Skills USA Leadership and Skills Championships – April 12-13, 2019 – DCC – Precision Machining (*Begins at 7:30 am*)
DCC and Pittsylvania County Schools dual enrollment students are competing in the following areas (Secondary and Post-secondary):
 - Precision Machining Technology (*State Level Only – Machining Skills*)
 - CNC – Milling (*State/National*)
 - CNC – Turning (*State/National*)
 - CNC – Technician (*State/National*)National Skills USA will be held in Louisville, KY – June 24 – 28, 2019
 - e. College Programs in the Virginia Department of Corrections (VADOC) Summit – Charlottesville VA - March 14 (*Washington & Lee, Dabney Lancaster Community College, Blue Ridge Community College, James Madison University, Piedmont Virginia Community College, Germanna Community College, University of Virginia, Rappahannock Community College, Southside Virginia Community College,*

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UVA – Darden School of Business, Danville Community College)

Presentation to VADOC on DCC - 2nd Chance Pell Grant Programs

Vera Institute for Justice (NY) will be visiting 2nd Chance Pell Prison Program on May 1 (*DCC and Green Rock*).

- f. **Certified Nurse Aid (CNA) classes**: Currently, there are three cohorts which began in January—one Extended Care, credit program on campus and one in South Boston. There is also an evening “regular” CNA cohort on campus, which is being offered as non-credit. Two more cohorts are scheduled to start in April—one on the main campus and one in South Boston.
- g. **Welding**: A non-credit welding class was started in February, which is about to conclude, and new classes have been scheduled to start on April 1.
- h. **Commercial Drivers’ License (CDL)**: There are a few students enrolled through DCC, who are taking CDL classes in South Boston at the SVCC Truck Drive Training School. Following conversations with SVCC, they are willing to work with us to setup a CDL, Class B training program; however, there are current waiting lists for CDL class A, so this project has been put on hold.
- i. **Manufacturing Technician I (MT1)**: More short-term classes, such as MT1, are being offered. Eight students are waiting; however, the start date has been delayed because of a medical illness of one of our instructors and the difficulty of finding another certified instructor.
- j. **Apprenticeship**: A cohort of 13 students started last week. The students work for Virginia Tech Transportation Institute (*VTT*), also referred to as G-CAPS (*Global Center for Automotive Performance Simulation*), which are located at VIR (*Virginia International Raceway*). Ms. Cassandra Satterfield, Associate Professor of Information Systems Technology, is teaching the three-credit Python course for DCC. Once this class is completed in May, Dr. Neil Sallah, Professor of Engineering, will teach a second course, MATLAB, for this group. These are both high-level programming classes. Also several other individuals have been registered as apprentices in programs such as ELE-147, Electrical Power and Control, which is a three-credit class, and DCC’s online AMATROL and ToolingU classes,

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which are non-credit. Below is a breakdown of our current apprentices:

- 51 in maintenance
 - 31 in IT
 - 56 pre-apprentices mostly MT1
 - Companies participating include City of Danville, Huber, Goodyear, Intertape, Blue Ridge, Essel Propack VTT.LLC, Axxor, EBI.LLC, Sky Valley Foods, Owens-Illinois, Presto, and Microsoft
- k. **FastForward Short-term Training**: Work is being done with Mr. Steve Carrigan, Associate Professor of Information Systems Technology, to create two, short-term curriculums for Linux+ and Network+. We also work closely with our Workforce Center and the Virginia Employment Commission (VEC) to help displaced workers further their education, mainly through our short-term programs. Most clients are interested in CDL, CNA, MT1 and Welding.
 - l. **Plumbing**: We are in the early stages of exploring the possibility of offering Plumbing Level I and II.
 - m. **Culinary Arts**: We are assisting with the exploration of the possibility of offering a Culinary Arts program.
 - n. **ForkLift Training**: A Forklift training class for 50 employees at Owens-Illinois is being planned and scheduled as soon as possible
 - o. **Basic Computer Skills**: A class is being created to cover the basics of Word, Excel, PowerPoint and Outlook. An instructor has been confirmed and plans are to start the class in April. There will be approximately 10 students in the non-credit class. This initial class is for a local employer; however, plans are to continue offering the class, which will be open to the public.
 - p. **OSHA 10 and OSHA 30**: We are scheduling and planning to offer both classes for a large group of local employees.
 - q. **Leadership Training**: A leadership class for 10-14 students is being scheduled. The class will consist of six topics, each of which will last four hours.

VI. INSTITUTIONAL ADVANCEMENT/DEVELOPMENT

A. INFORMATION ITEMS:

1. **Grants Update**: Mr. Hair reported the following:

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- December 2018/January 2019 – Kiwanis and Lions (\$500,000) gift to name the Welding Building to support scholarships and building maintenance
- December 2018 – Shelton Short Trust (\$50,000) gift for Liberal Arts scholarships
- December 2018 – Community Foundation of the Dan River Region – Wayne and Nancy Oakes (\$1,355) for short-term credentialing awards
- December 2018 – Fuller Trust (\$6,900) for LRC materials
- January 2019 – Carrington Trust (\$25,000) gift to provide childcare scholarships for DCC students, which provides daycare services for those students
- February 2019 – JTMM Charitable Trust (\$100,000) submitted for the HVAC renovation project, \$300,000 total renovation
- February 2019 – Gene Haas Foundation (\$40,000) for Teach the Trainer Grant
- February 2019 – Virginia Foundation for Community College Education - Davenport Institute (\$5,500) to support the statewide childcare initiative
- March 2019 – Virginia Tobacco Region Revitalization Commission (\$315,000) submitted for STEM-H scholarships and for short-term credential awards
- March 2019 – Virginia Foundation for Community College Education (\$14,400) for a Food Insecurity Grant in partnership with Anthem Blue Cross/Blue Shield to provide funding for a food bank
- March 2019 – Womack Foundation (\$25,000) Scholar Awards (last dollar scholarships)

First quarter of 2019 - \$1,083,155 +/- \$1.1M raised/provided to DCC Educational Foundation

2. **Outstanding Alumni Event:** Mr. Hair invited Board members to attend this event scheduled for March 29 at 6:00 p.m. in Oliver Hall.
3. **Tobacco Commission Reception:** Mr. Hair announced that this event is scheduled for June 5 at 5:30 p.m. in the DCC Student Center.

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VII. IMPORTANT DATES

- A. Open Houses: March 26 and April 16, 10:00 a.m.-6:00 p.m.
- B. Counselors' Workshop, April 5
- C. Spring Fling, April 16, 11:00 a.m.-2:00 p.m., Student Center
- D. Dental Hygiene Recognition Ceremony, May 4, 2:00 p.m., Oliver Hall
- E. Service Awards Luncheon, May 8, 12:00 Noon, Oliver Hall
- F. RN Pinning Ceremony, May 9, 6:00 p.m., Riveroak Church
- G. Graduation: Saturday, May 11, 10:00 a.m., Averett's North Campus
- H. Middle College Graduation, May 14, 2:00 p.m., Oliver Hall
- I. Tobacco Commission Reception: June 3, 5:30 p.m., DCC Student Center

VIII. EXECUTIVE SESSION—PRESIDENTIAL SEARCH

At 7:30 p.m., Ms. Baynes made a motion, seconded by Mr. Wimbish, that

MR. CHAIR, IN ACCORDANCE WITH SECTION 2.2-3711(A) (1) OF THE CODE OF VIRGINIA, I MOVE THAT THE BOARD CONVENE IN CLOSED SESSION TO DISCUSS MATTERS RELATING TO THE CURRENT PRESIDENTIAL SEARCH.

ROLL CALL:

Shelia Baynes	<u> X </u> Yes	<u> </u> No
Barbara Brown	<u> X </u> Yes	<u> </u> No
Chris Eastwood, Chair	<u> X </u> Yes	<u> </u> No
Frank Grogan, III, DDS	<u> X </u> Yes	<u> </u> No
Richard C. Hutcherson, Jr.	<u> X </u> Yes	<u> </u> No
John Mead	<u> X </u> Yes	<u> </u> No
Kathryn Roberts	<u> X </u> Yes	<u> </u> No
Telly Tucker (<i>left early</i>)	<u> </u> Yes	<u> </u> No
Carlyle Wimbish	<u> X </u> Yes	<u> </u> No

At 7:55 p.m., Ms. Brown made a motion, seconded by Mr. Wimbish, that

MR. CHAIR, THE BOARD OF DANVILLE COMMUNITY COLLEGE HAS CONCLUDED ITS CLOSED SESSION AND IS HEREBY IN OPEN SESSION. WE WILL NOW TAKE A ROLL CALL VOTE THAT WILL BE INCLUDED IN THE MINUTES CERTIFYING THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS UNDER THE FREEDOM OF INFORMATION ACT

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AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION BY WHICH THE CLOSED MEETING WAS CONVENED WERE HEARD, DISCUSSED, OR CONSIDERED IN THE MEETING BY THE COLLEGE BOARD.

ROLL CALL:

Shelia Baynes	<u> X </u> Yes	<u> </u> No
Barbara Brown	<u> X </u> Yes	<u> </u> No
Chris Eastwood, Chair	<u> X </u> Yes	<u> </u> No
Frank Grogan, III, DDS	<u> X </u> Yes	<u> </u> No
Richard C. Hutcherson, Jr.	<u> X </u> Yes	<u> </u> No
John Mead	<u> X </u> Yes	<u> </u> No
Kathryn Roberts	<u> X </u> Yes	<u> </u> No
Telly Tucker (left early)	<u> </u> Yes	<u> </u> No
Carlyle Wimbish	<u> X </u> Yes	<u> </u> No

There being no further business, the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Betty Foster, Ed.D.
Interim President