



**Haywood Community College  
Board of Trustees  
Board Meeting  
June 4, 2024**

The Haywood Community College Board of Trustees held a meeting in person and electronically on Tuesday, June 4, 2024, at 3:00 p.m. in the Hemlock Building Board Room (room 1509). The following people were present in person or electronically:

**TRUSTEES:** Gorham Bradley, Ed Brown, III, Lee Davis, Jr., Liz Ferguson, Carol Larsen, Tammy McDowell, Lynn Milner, Deborah Porto, Kaleb Rathbone, Danny Wingate

**STAFF:** Dr. Shelley White, Dr. Wendy Hines, Karen Denney, Brek Lanning, Sara Phillips, David Onder, Calab Tate, Hylah Birenbaum, Matt Collier, Anilia Hornsby, Denise Worley, Justin Stocker, Matt Hoyle

**College Attorney:** Pat Smathers

Live-stream audio for the June 4, 2024, Board Meeting was available on HCC's YouTube Channel.

**Call to Order**—Chair Milner called the meeting to order at 3:00 p.m. and welcomed everyone. She requested a roll call, determined that a quorum was present, and followed with a moment of silence.

**Ethics** - Chair Milner called the Board's attention to the **Ethics Statement** on the screen and asked if there were any conflicts. No conflicts were noted. The Ethics Statement is on electronic page 2 of today's packet.

**Consent Agenda Approval**—Chair Milner presented the June 4, 2024, Consent Agenda and entertained a motion to approve it as presented. Trustee Larsen motioned to approve the Consent Agenda as presented. Trustee Rathbone seconded the motion. All were in favor. The motion was duly passed. The June 4, 2024, Agenda and Consent Agenda are on electronic page 1 of today's packet.

**President's Report** - Dr. White informed the Board of several items:

- **Informational Reports** –
  - **New Employee Introductions and New Employee Report**— Sara Phillips introduced Anilia Hornsby, part-time Creative Arts Coordinator, and provided

introductory remarks regarding her background. Ms. Hornsby shared information with the trustees about her background in the industry and her excitement about her new role. Dr. White noted that New Employee report contains one new full-time employee and numerous part-time employees. The New Employee Report is located on electronic page 6 of today's packe.

- **College Updates** – Dr. White summarized last month's meetings and events.
  - **College & Community Events** – Dr. White noted many college and community events have taken place over the past month.
  - **Graduation Ceremonies** - Dr. White thanked everyone who could attend last month's graduation ceremonies. She noted that 390 credentials were awarded to 345 individuals. Haywood Early College's graduation speaker was Mebane Rash, who had nothing but kind words to say about Haywood Early College and HCC.
  - **Summer Semester Update** – We are encouraged to see our current Summer FTE estimate, 111 and increase over last Summer. Fall registration is looking strong with incoming cohorts, also up over last year at this time..
  - **County Budget Process** – Dr. White reported that the Haywood County Commissioners met yesterday and approved a 3.5% increase in our County Budget for this year. Dr. White expressed her appreciation to the Commissioners and the County for supporting our facilities. She noted that rising costs, including inflation, are beginning to strain our operational budget even with increases, and we are having to increase our efforts to find savings.
- **Facilities Updates**—Mr. Lanning provided several updates on facilities projects.
  - He reported on the Workforce Outdoor Training site, updated schematic drawings, and recent meetings with the architect and engineer. Mr. Lanning further noted that some adjustments are being made for the BLET driving course and the CDL Lineman pole yard. Submission to State Construction is the next step.
  - **Grounds Projects** – \*The Fountain in front of the Adler and Hickory Buildings has been renovated. Pictures were provided. A ribbon-cutting event will be held in late summer. \*The arbor in the Rhododendron Garden has been replaced. The Arbor is home to numerous Golden Chain Trees. Several new Golden Chain Trees were planted to fill in the gaps. \*The grounds team has installed a new flower garden near the mill pond. They are working with Hylah on a piece of art that will be installed for the 60<sup>th</sup> anniversary celebration.
  - **Upcoming Projects** – Campus Development is working on an up-fit of the Hickory Building, which houses our general education programs. The interior of the building will be repainted over the summer.
- **RCAC Fee Schedule Recommendation** – Mrs. Denney presented a detailed report for the recommended changes in the RCAC Fee Schedule. She also provided a printed comparison of similar facilities in the county. She noted that, to date, this is only the second time that a fee request has been presented for consideration. HCC is requesting a \$100 increase to be implemented over two phases. The first would be effective August 1, 2024, and the second would be effective January 1, 2025. Each increase would be \$50.00 for a total of \$100. Following discussion, Chair Milner entertained a motion to approve the proposed fee schedule as presented. Trustee McDowell motioned to approve the proposed

fee schedule as presented. Trustee Porto seconded the motion. All were in favor. The motion duly passed. The Proposed Fee Schedule is located on electronic page 9.

**TESA (Technology, Education, and Student Affairs) Committee Report** – Committee Chair McDowell called on Mr. Onder to summarize Session Saw 2023-132 in detail and a printout of the new legislation, which requires all colleges to change accrediting bodies as their next reaffirmation. He specifically noted pages 7 of the handout, which referenced 115D-6.2, (a), (b), (c), and (d). HCC’s next reaffirmation is 2029, however the time required to complete the transition begins now.

Mr. Onder stated that the NC Community College System issued a request for information (RFI). Three accrediting bodies responded to the RFI: the Accrediting Commission of Community and Junior Colleges, the Higher Learning Commission (HLC), and the Middle States Commission on Higher Education. Following the summary of each accrediting body, their application, associated timelines, and the estimated startup costs, Mr. Onder noted that HCC feels a better fit for us would be HLC. He further reviewed the reasons for selecting HLC versus the other two accrediting bodies. The Board discussed the accreditation process, the timeline, the transition, the scenario “if HLC denies our acceptance,” and the associated timeline for switching accrediting bodies. Following discussion, Committee Chair McDowell brought forward a motion from the Committee to approve Haywood Community College to seek reaccreditation with the Higher Learning Commission (HLC) per session Law 2023-132. Coming from the Committee does not require a second. All were in favor. The motion duly passed. The Accreditation Change Recommendation is located on electronic pages 10-12 of today’s packet.

**Nominating Committee Report** – Committee Chair Davis summarized the upcoming election of officers. He brought forward a motion from the Nominating Committee to approve the slate of Interim officers as presented. BOT Chair – Lynn Milner, BOT Vice-Chair – Kaleb Rathbone, BOT Secretary – Dr. Shelley Y. White, and Recording Secretary – Tammy Goodson. Coming from the Committee does not require a second. All were in favor. The motion duly passed. The Interim Slate of Officers is located on electronic page 13 of today’s packet.

### **Report by Chair of the Board of Trustees – Lynn Milner**

**Outgoing Trustees Recognition** - Chair Milner recognized outgoing Board Members Deborah Porto, Liz Ferguson, and Tammy McDowell. She expressed the Board's appreciation for their years of service. She noted that Trustee Ferguson and Trustee McDowell are both seeking reappointment under the new guidelines of NC General Statute 115D-12 (a).

**Ratify New Foundation Board Member/s** – Chair Milner called on Mrs. Birenbaum and requested a summary of the new Foundation Board Member/s. Mrs. Birenbaum presented Mrs. Celesa Willett, Chair of United Way, for consideration and ratification. Following the summary, Chair Milner entertained a motion to approve and ratify Mrs. Celesa Willett as the new Foundation Board Member. Trustee Brown motioned to approve and ratify Mrs. Celesa Willett as the new Foundation Board Member. Trustee McDowell seconded the motion. All were in favor. The motion duly passed.

**BOT Self-Evaluation Report** – The BOT Self-Evaluation Report was presented, reviewed, and discussed. Chair Milner noted that the Board had 100% participation this year.

Chair Milner called the Board's attention to several announcements at the bottom of the agenda.

Chair Milner entertained a motion to go into Closed Session for the reasons stated below. Trustee Larsen motioned to go into Closed Session at 3:52 p.m. Trustee Rathbone seconded the motion. All were in favor. The motion duly passed

**Closed Session** - pursuant to North Carolina General Statute G.S. §143-318.11

- (a)(1): to prevent the disclosure of information that is privileged or confidential;
- (a)(3): to discuss matters protected by attorney-client privilege-Legal and Personnel
- (a)(6): to consider the job performance and fitness of an individual employee

The Board returned to open session at 4:30 p.m.

The Committee on Personnel and By-Laws brought forward a motion to offer Dr. White a new four-year contract with a \$5,000 annual increase to her local supplement for four years and convey a \$5,000 performance bonus. Coming from the Committee does not require a second. All were in favor. The motion duly passed.

Chair Milner entertained a motion to approve the Closed Session Minutes for April 4, 2024, May 7, 2024, and the May 30, 2024 Committee on Personnel and By-Laws Closed Session Minutes. Trustee Rathbone motioned to approve the Closed Session Minutes for April 4, 2024, May 7, 2024, and the May 30, 2024 Committee on Personnel and By-Laws Closed Session Minutes. Trustee Larsen seconded the motion. All were in favor. The motion duly passed.

Having no further business, Chair Milner entertained a motion to adjourn the meeting at 4:32 p.m. Trustee Larsen motioned to adjourn at 4:32 p.m. Trustee McDowell seconded the motion. All were in favor. The Board meeting adjourned at 4:32 p.m.

Respectfully Submitted

*Tammy R. Goodson*

Tammy R. Goodson, Recording Secretary,  
Executive Assistant to the President,  
Ethics Liaison

**Documents Included in the Packet**

June 4, 2024 BOT Agenda  
May 7, 2024 BOT Minutes  
NC Ethics Statement  
New Employee Report  
State, County Funds Reports 2024  
Special Funds Budget Report 2024