

**MINUTES**  
**State Board of Community Colleges**  
**PERSONNEL COMMITTEE**  
**Thursday, February 16, 2023**

**PERSONNEL COMMITTEE MEMBERS**

Mr. Bill McBrayer, Chair	Mr. Bobby Irwin	The Hon. Sam Searcy*
Mr. Mark Merritt, Vice-Chair	Mr. Tom Looney	Mr. Ray Trapp*
Ms. Lisa Estep	The Hon. Ray Russell	

\*Attended via Zoom

**OTHER STATE BOARD MEMBERS PRESENT**

Dr. Grant Campbell	Mr. Burr Sullivan	Ms. Ann Whitford
Dr. Shirley Carraway	Ms. Sarah West	

**OTHERS IN ATTENDANCE**

Pres. Bill Carver, NCCCS	Ms. Sondra Jarvis	Pres. Jeff Cox
Dr. Kimberly Gold	Ms. Dorothy Strickland	Pres. David Heatherly
Ms. Tawanda Foster Artis	Mr. James Whitmore	Ms. Julie Woodson, NCACCT

\*Attended via Zoom

**CALL TO ORDER**

Mr. McBrayer called the meeting to order at 11:10 a.m. in the Gregory Poole Conference Room in the Caswell Building, Raleigh, NC.

**ROLL CALL**

Dr. Gold took the roll of the Personnel Committee members.

**ETHICS STATEMENT**

Mr. McBrayer read the Ethics Awareness and Conflict of Interest Statement. No conflicts noted.

**APPROVAL OF THE AGENDA AND MINUTES**

Mr. McBrayer requested an amendment to the agenda to add four (4) For Action items for closed session consideration. Mr. McBrayer asked for a motion to approve the February 16, 2023 meeting agenda with the amendments. Mr. Merritt made the motion, seconded by Ms. Estep. Mr. McBrayer asked for a motion to approve the January 19, 2023 meeting minutes. Ms. Estep made the motion, seconded by Mr. Looney, and the Committee approved by voice vote.

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**FOR ACTION**

**Personnel Annual Meeting Calendar (Attachment PER 01)**

Mr. McBrayer reviewed the calendar outline of when items will come before the committee throughout the year. Hon. Russell requested a regular report of number of faculty and staff at a college be on schedule. Dr. Gold explained that the System Office does not get some staff information. Dr. Schneider reviewed the related data collected.

Mr. Merritt commended the committee for presenting the calendar. He requested that the committee not vote in February but bring it back for any discussion and a vote at the March 2023 meeting.

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Mr. McBrayer moved to enter closed session pursuant to North Carolina General Statute section 143-318.11(a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statute sections 115D-27 and 126-22. Additionally, pursuant to North Carolina General Statute section 143-318.11(a)(6) to consider the qualifications, competence, performance, and fitness of individual prospective public employees and to consider the conditions of appointment for an individual public employee. Mr. Irwin seconded, and the Committee entered closed session via voice vote.

Following closed session, the Committee returned to open session.

**For Information**

The following items were available as for information items. Mr. McBrayer stated that there continues to be work done to update these items. The goal is to make sure that the materials provide the information needed by the Board to help make decisions:

- System Office Vacancy Report – February 2023 (Attachment PER 02)
  - College Presidential Status Report – February 2023 (Attachment PER 03)
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**New Business**

Mr. Looney thanked President Carver for his impact to the System and the morale. President Carver credited his team and stated that he has empowered them which enables the agency to attract people who want to work here.

**ADJOURNMENT**

The Committee adjourned at 11:38 a.m.

Recording Secretary,  
Sondra C. Jarvis