

BOT Committee Meetings, Fall 2022

*Central Carolina Community College
Board of Trustees Committee Meetings
Marchant Hall Conference Room/Lee Main Campus
Fall 2022*

Monday, October 31, 2022

Student & Academic Support Services Committee

Date: 10/31/22

Time: 9:00 a.m.

Pat Kirkman, Chair

Gladys McAuley

Jan Hayes

Building & Grounds Committee

Date: 10/31/22

Time: 10:30 a.m.

George Lucier, Chair

Bill Tatum

Jim Womack

Personnel Committee

Date: 10/31/22

Time: Noon

Bobby Powell, Chair

Genia Morris

Chip Post

Finance Committee

Date: 10/31/22

Time: 1:30 p.m.

Jim Burgin, Chair

Jamie Kelly

Gordon Springle

Program Committee

Date: 10/31/22

Time: 3:00 p.m.

James French, Chair

Jim Crawford

Derrick Jordan

Note: All Trustees are invited to attend any committee meeting.

C: Mr. Julian Philpott, Board Chair – Ex-Officio Member of each committee

Consent Agenda for Fall 2022 Board of Trustees Meeting

PLEASE TURN OFF (SILENCE) AND STORE YOUR MOBILE ELECTRONIC DEVICES DURING THE BOARD MEETING

Central Carolina Community College
Board of Trustees
Agenda
November 2, 2022

Recognition of Guests
Ethics Statement
Mission Statement of the College
Approval of Consent Agenda

Consent Agenda

Minutes

Approval of Minutes

- ❖ Board of Trustees Meeting; September 1, 2022
- ❖ Board of Trustees Special Called Meeting; September 28, 2022

Personnel Committee

1. Approve New Employees
2. Approve Promotions/Position Changes
3. Receive Attrition Report
4. Receive Turnover Report

Finance Committee

1. Approve State Budget Report
2. Approve Lee County Budget Report
3. Approve Chatham County Budget Report
4. Approve Harnett County Budget Report
5. Approve Investment Asset Account Report
6. Approve Civic Center Budget Report
7. Approve For Good of School Budget Report

Building and Grounds Committee

1. Approve requesting the town of Lillington annex the remaining parcels at Harnett Main Campus

Program Committee

Curriculum Review Committee

Program Removals

1. Removal of Career & College Promise diplomas in Criminal Justice Technology (D55180CP & D55180CW)
2. Removal of 15-credit Career & College Promise certificate in Criminal Justice Technology - Forensic Science (C5518CCW)

Program Approvals

1. Approval of 12-credit Career & College Promise certificate in Criminal Justice Technology (C55180CW)
2. Approval of Electric Vehicle Servicing Certificate (C60160EV) in Automotive Systems Technology
3. Approval of Addiction and Recovery Studies Certificate (C4528E) in Human Services Technology

Program Modifications

1. Cosmetology Associate in Applied Science Degree (A55140)
2. Welding Technology Associate in Applied Science Degree (A50420)
3. Industrial Systems Technology Associate in Applied Science Degree (A50240)

Student & Academic Support Committee

1. Grants Report
2. Foundation Report

FOR FULL BOARD CONSIDERATION AND DELIBERATION

Personnel Committee

1. Human Resources Updates

Finance Committee

1. Approve Fiscal Year 2022-2023 College Budget

Building and Grounds Committee

1. Approve naming of the “cat colony” for Jill Gillette
2. Approve designer for Moore Center – Bioprocessing Renovation
3. Approve designers for open end design agreements
4. Approve awarding construction contract for Moore Center – Truck Driver Building Renovations

Program Committee

No Agenda Items

Student & Academic Support Services Committee

1. Foundation – Honorary Degree for Mr. Phil Bradley

Foundation Update

Other Items

Comments by President

**Board of Trustees
Central Carolina Community College
September 1, 2022**

Members Present: J. Burgin, J. French, D. Jordan, J. Hayes, J. Kelly, P. Kirkman, G. Lucier, G. McAuley, J. Philpott, C. Post, B. Powell, B. Tatum

Members Absent: J. Crawford, G. Morris, G. Springle

Guest: J. Love, College Attorney, S. Thomas, Lee County Clerk of Court, S. Womack, H. Post, W. Bryan, TDA Executive Director, K. Brown TDA Chair, E. McCracken, TDA Vice-Chair, Julie Woodson, CEO of NCACCT

Staff: L. Chapman, P. Price, K. Hoyle, J. Matthews, M. Hall, E. Hare, M. Dishman, R.V. Hight, M. Brown, M. Robertson, K. Short, S. Byington, L. Whitaker, D. Haire

Prior to the meeting a Board of Trustees meeting, Jim Womack, newly appointed trustee was sworn in by Susie Thomas, Lee County Clerk of Court. Reappointed Trustees Chip Post and Jamie Kelly were sworn in by Susie Thomas. Regonal Spinks, SGA President was also sworn in by Susie Thomas. Julie Woodson, President and CEO of the NCACCT presented an orientation for the Board. She highlighted the legal roles and responsibilities, the relationship and partnership between a trustee and the president, the relationship and partnership between trustees, the advocacy role of a trustee and she shared some different real world scenarios trustees could face. Dinner was served during this time as well.

Dr. Chapman called the meeting to order and asked for a report from Trustee Jan Hayes, Chair of the Nominating Committee. She reported the Nominating Committee met on July 18,2022 with all members being present. Trustee Hayes informed the Board that Julian Philpott was nominated to serve as Chair and George Lucier to serve as the Vice-Chair. Both of these will be for a one year term. Trustee Hayes, stated that the nomination of Julian Philpott for Chair came as a recommendation from the Nominating Committee and a second was not required. Trustee Hayes also stated the nomination for George Lucier to serve as Vice-Chair came as a recommendation from the Nominating Committee and a second was not required for that either. Dr. Chapman opened the floor for any other nominations. The vote by acclamation for Julian Philpott to serve as Chair was unanimous. At this time, Chairman Philpott took over the proceedings of the meeting. He thanked the Board for their confidence in him to serve as Chair. The recommendation for George Lucier to serve as Vice-Chair came from the Nominating Committee. Chairman Philpott asked if there were any nominations from the floor. There were no other nominations. Trustee Jordan seconded the recommendation for Trustee Lucier to serve as Vice- Chair. The vote by acclamation for George Lucier to serve as Vice-Chair was unanimous. Trustee Lucier thanked everyone for their confidence as well and he looks forward to work with Chairman Philpott to make CCCC the best college it can be. Vice Chair Lucier and Chairman Philpott thanked Trustee Burgin for his service as Vice Chair of the Board for a number of years. Chairman Philpott read the following ethics statement and the Mission Statement of the College.

Ethics Statement

Chairman Philpott stated “I would like to remind all Board Members that it is your duty to avoid all conflicts of interest in your role as a trustee of this college. Having read the agenda, is anyone aware of a conflict of interest with respect to any matter coming before this Board at this time?” Chairman Philpott continued by saying “if at any time a conflict of interest arises, we are all required to individually state that we are recusing ourselves from discussing or voting upon the matter. Next, I wish to remind you that SACSCOC requires the Board to be free from undue influence from political, religious, or other external bodies, and to protect the institution from such influence. If at any time a trustee or college official feels undue influence is being applied please bring that to the attention of the Board so that we can respond accordingly.”

Mission Statement of the College

Central Carolina Community College fosters individual, community and economic development through transformative lifelong learning.

Chairman Philpott welcomed Wendy Bryan, TDA Executive Director to the Board meeting. She introduced Kevin Brown, TDA Chair and Emalee McCracken, TDA Vice-Chair who were in attendance also. Wendy Bryan presented the Sanford TDA report highlighting the Dennis A. Wicker Civic & Conference Center.

Trustee Hayes made a motion to approve the Consent Agenda. Trustee Lucier seconded the motion. The motion carried unanimously.

Dr. Chapman shared her computer screen to allow attendees to see the Board packet (included details of all items below) which Board members had received earlier via email.

Personnel Committee

Chairman Philpott called on Personnel Committee Chair, Trustee Powell. Trustee Powell made a motion to move the Personnel Committee discussion to the end of the meeting. Trustee Post seconded the motion. The motion carried unanimously.

Finance Committee

Chairman Philpott called on Finance Committee Chair, Trustee Burgin. The first item for discussion was the approve the Chatham Cottage Auction. Trustee Burgin, called on EPV Price for an update on this. The approval of the Chatham Cottage Auction comes as a recommendation from the Finance Committee and a second is not required. This was approved unanimously. The next item was to approve the MOU Habitat for Humanity. EVP Price explained that for this year we have an agreement with Habitat for Humanity on the Chatham Cottage. Habitat for Humanity will provide the construction materials for the project and CCCC will provide the construction services. Once the cottage is completed it will be property of the Habitat for Humanity. The approval of MOU Habitat for Humanity comes as a recommendation from the Finance Committee and a second is not required. This was approved unanimously. The next item was to approve awarding of Security Services Contract. Finance Committee Chair, Trustee Burgin shared with the Board that security was discussed in great detail and stressed how important this is to everyone. EVP Price reminded the Board that during the Retreat in April the request was made to do a year bid process for security. The college staff did send out the request

for proposal (RFP). The college staff reviewed the RFP packages and EVP Price gave an overview of how the different security companies scored on the scale. The recommendation from the administration was to proceed with offering the contract to Weiser Security Services. We will request proposed contract from them and during the review of the contract, administration will review the insurance coverages they have. The recommendation from the Finance Committee is to approve and authorize our staff to move forward and continue negotiations with Weiser Security Services by having them submit their contract which will be reviewed by the college Attorney Jimmy Love and Staff Attorney, Jonathan White. This recommendation comes as a motion from the Finance Committee and a second is not required. This was approved unanimously.

Building & Grounds Committee

Chairman Philpott called on Trustee Lucier, Chair of the Building & Grounds. Trustee Lucier stated the first item on the agenda was to approve the revised 3-1 Moore Center Main Building. This was approved at the April Board meeting and was indicated if there were any changes that occurred it would be brought back to the Board. There has been changes as to where the funding will come from. The approval of the revised 3-1 Moore Center Main Building comes as a recommendation from the Building & Grounds Committee and a second is not required. The motion carried unanimously. The next item for approval was to consider approval for a designer for Moore Center Bioprocessing Building. EVP indicated after the last Board meeting we placed an ad for a designer and we got qualification packets back from firms. The staff reviewed the design packets and the administration recommended three architecture firms to interview. Those are KC Studio Architecture out of Raleigh, Hobbs Architects out of Pittsboro and RS&H Architects-Engineers -Planners, Inc. out of Raleigh. Chairman Philpott said the Building & Grounds Committee members will be on the interview team along with the administrative staff for the designer for the Moore Center Bioprocessing Building. The approval for designer for Moore Center Bioprocessing Building comes as a recommendation from the Building & Grounds Committee and no second is required. The motion carried unanimously. The next item for approval was to consider approval for open end design agreements. EVP Price informed the Board that college staff members posted an advertisement for open end design agreements for a variety of small projects and services for this fiscal year. EVP Price and the Director of Facilities would be the ones that would work directly with these people on projects. The college staff members are reviewing the RFQ submissions. The Building & Grounds Committee recommends approving the process for approval of open end design agreements. This comes from the committee and a second is not required. The motion carries unanimously. Building & Grounds Committee Chair, Trustee Lucier indicated that was all of the items for Full Board discussion. EVP Price did give an update on the Kelly Drive relocation as well as updates on minor construction projects which are the Moore Center – Truck Driver Training Building, the Harnett Main Campus, Miriello Roofing Project and the Chatham Main Campus, Building 42 Roofing Project.

Program Committee

Chairman Philpott stated to preserve time we would move on to the next item on the agenda since there were no items for Full Board Consideration and the Consent Agenda items were approved during the committee meeting and the Consent Agenda was approved at the beginning of the meeting.

Student & Academic Support Services Committee

Chairman Philpott again, stated to preserve time we would move on to the next item on the agenda since there were no items for Full Board Consideration and the Consent Agenda items were approved during the committee meeting and the Consent Agenda was approved at the beginning of the meeting.

Foundation Report

Dr. Hare reminded the Board the Lee County Foundation Golf Classic would be on Wednesday, September 14, 2022 at the Sanford Golf Course. She welcomed the Board to come out for lunch from 11:30 am – 1:30 pm. She reminded the Board the Revenue Report was in the packed and received by the committee. She thanked everyone that has given to the Foundation this year or helped obtain new sponsors . It is the largest year ever in Foundation history.

Other

The Fall Trustee Association Meeting will be in Asheville, NC on September 7, 2022 – September 9, 2022. The Fall Board of Trustees Committee Meetings will be on Monday, October 31, 2022 on the Lee Main Campus and the Board meeting will be on Wednesday, November 2, 2022 at the Harnett Health Sciences Center.

President's Report

Dr. Chapman had the faculty and staff introduce themselves to the Board of Trustees.

Trustee Tatum made a motion to go into Closed Session. Trustee Powell seconded the motion. The motion carried unanimously.

Trustee Kirkman made a motion to adjourn closed session and go back into open session. Trustee Burgin seconded the motion. The motion carried unanimously.

Dr. Chapman informed the Board that we had received an MOU from Central Carolina Academy, the new charter school in Lee County. This MOU is identical to the MOU with the Chatham Charter School. The College Attorney, Jimmy Love and the Staff Attorney Jonathan White have not had the opportunity to review this MOU and have it ready for approval by the time of this Board meeting. Dr. Chapman request that once the two attorneys have reviewed this MOU and it is ready that the Board will grant the authority to Chairman Philpott to sign this MOU so Central Carolina Academy does not have to wait until October. Trustee Jordan made a motion that once the Central Carolina Academy MOU has been reviewed by College Attorney Jimmy Love and Staff Attorney Jonathan White and ready for signature that the Board grants Chairman Philpott the authority to sign the MOU. Trustee Lucier seconded the motion. The motion carried unanimously.

The next item Dr. Chapman brought before the Board was an Instructional Service Agreement (ISA), which is a process to follow for State Board Code. There is a level two ISA which is about FTE between two colleges. We are partnering with Sandhills and Randolph to teach the CDL class. CCCC offered the first CDL class and had graduation this week. The next class was supposed to be at Sandhills. At this time, they do not have the facility to accommodate this class. We are offering to allow them to run the class at our ESTC location. This requires an ISA to allow Sandhills to earn FTE for the class.

Dr. Chapman is asking for authority to sign the ISA with Sandhills to allow them to earn FTE be delegated to her. Trustee Burgin made a motion to delegate authority to Dr. Chapman to sign the ISA with Sandhills. Trustee Kelly seconded the motion. The motion carried unanimously.

Chairman Philpott informed the Board that during the Personnel Committee meeting, Mr. Shatley from the Campbell Shatley PLLC law firm joined the meeting virtually to give an overview and discuss their services that Dr. Chapman and the CCCC staff members are proposing. The two services are the Policy Update Subscription Service and Policy Manual Conversion. These services were discussed in detail during the Personnel Committee meeting. This was discussed with College Attorney Love as well. Another advantage of using the Shatley Law firm is the cost would be spread out over all of the colleges that are using the service. This recommendation to approve authorizing Administration to contract with the Shatley Law Firm for the Policy Update Subscription Service and the Policy Manual Conversion comes as a recommendation from the Personnel Committee and does not require a second. This motion carried unanimously.

Dr. Chapman told the Board that during the Fall convocation we were setting the tone and the tag line we use at Central Carolina is a first class opportunity and a leading workforce partner. She thanked the Board for always being productive and that she has a great team.

With no further comments, Trustee Tatum made a motion to adjourn. Trustee Kirkman seconded the motion. The motion carried unanimously.

**Board of Trustees
Central Carolina Community College
Virtual
September 28, 2022**

Members Present: J. Burgin, J. Crawford, J. French, J. Hayes, J. Kelly, P. Kirkman, G. Lucier, G. Morris, G. McAuley, J. Philpott, C. Post, B. Powell, B. Tatum, J. Womack, R. Spinks, SGA President

Members Absent: D. Jordan

Guest: J. Love, College Attorney

Staff: L. Chapman, P. Price, K. Hoyle, E. Hare, M. Dishman, R.V. Hight, M. Robertson, S. Byington, D. Haire, L. Whitaker

Chairman Philpott called the Board of Trustees Meeting to order and asked Lorraine Whitaker to do the roll call for attendance. Following the roll call, Chairman Philpott read the Ethics Statement and Mission Statement of the College.

Ethics Statement

Chairman Philpott stated “I would like to remind all Board Members that it is your duty to avoid all conflicts of interest in your role as a trustee of this college. Having read the agenda, is anyone aware of a conflict of interest with respect to any matter coming before this Board at this time?” Chairman Philpott continued by saying “if at any time a conflict of interest arises, we are all required to individually state that we are recusing ourselves from discussing or voting upon the matter. Next, I wish to remind you that SACSCOC requires the Board to be free from undue influence from political, religious, or other external bodies, and to protect the institution from such influence. If at any time a trustee or college official feels undue influence is being applied please bring that to the attention of the Board so that we can respond accordingly.”

Mission Statement of the College

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Finance Committee

Chairman Philpott called on EVP Price for an overview of the security contract information that had been emailed out to the Board prior to the meeting. He reviewed the steps that were taken by administration in order to bring forth the recommendation of signing the security contract with Weiser Security Services, Inc. Trustee Burgin made a motion to approve the contract submitted for security services from Weiser Security Services, Inc. Trustee Powell seconded the motion.

Chairman Philpott asked Lorraine Whitaker to call the roll for the vote. After the roll call vote, the motion carried. Chairman Philpott voted in the affirmative as well. The motion carried unanimously by the Board of Trustees.

With no further comments, Trustee Tatum made a motion to adjourn. Trustee Powell seconded the motion. The motion carried unanimously.



BOARD OF TRUSTEES
PERSONNEL COMMITTEE
AGENDA

Date of Meeting:	October 31, 2022	Time: Noon	
Committee Members: Bobby Powell, Chair Genia Morris Chip Post			
Consent Agenda Items			
1. Approve New Employees 2. Approve Promotions/Position Changes 3. Receive Attrition Report 4. Receive Turnover Report			
Full Board Agenda Items			
1. Human Resources Updates			
For Information Only			
1. Policy Review Update			

Approve new employees

NEW EMPLOYEES

1. Felicia Gilmore, Career Center Coordinator, 8/22/2022
2. Belinda Scott, Payroll/Travel Specialist, 8/22/2022
3. Abby Barefoot, Human Resources Coordinator, 9/6/2022
4. Major Best, Barbering Instructor, 9/12/2022
5. Samuel Nickens, Carpentry Instructor, 9/19/2022
6. Christy "Allison" Sills, Instructional Services Librarian, 9/1/2022
7. Nathan Stevens, Professional Development Coordinator, 9/8/2022
8. Kristin Turner, Assessment and Retention Specialist, 9/1/2022
9. Elaine Wilderson, Library Assistant - Technical Services, 9/12/2022
10. Roy Allen, Associate Dean, Public Safety and Criminal Justice, 10/24/2022
11. Michele Gibson, Coordinator of Student Accessibility Services, 10/5/2022
12. Jessica Gonzalez, Associate Director of Human Resources, 10/10/2022
13. Brian Hurd, Maintenance Technician, 10/4/2022
14. Malinda Marsh, Human Resources Development Coordinator, 10/3/2022
15. Tracy Warren, Air Conditioning, Heating and Refrigeration Technology Instructor, 10/3/2022
16. Brandon Cassady, Grounds Technician, 11/1/2022
17. Jodi Langston, Nursing Instructor, 11/14/2022

Approve Promotions/Position Changes

PROMOTIONS/POSITION CHANGES

1. Adam Wade, Dean of Student Advising and Success, 8/1/2022
2. Megan Burgess, Lead Career Coach, Lee County, 9/1/2022
3. Beverly Diniz, Executive Assistant to Chatham County Provost, 9/1/2022
4. Amy Gustavson, Assistant Director of Student Advising and Success (Chatham), 9/19/2022
5. Jessica Hinsley, Career Coach - Harnett County, 9/26/2022
6. Chrishinda Horton, Dental Programs Instructor/Clinical Manager, 9/8/2022
7. Gabrielle Mummert, Coordinator of Student Onboarding and Outreach, CTE Programs, 9/1/2022
8. Chris Newcomb, Coordinator of Institutional Advancement, 9/14/2022
9. Lauren Pickens, Assistant Director of Youth Build Student Services, 10/17/2022

Receive Attrition Report

ATTRITION REPORT

QUARTER ONE (2022-2023) ATTRITION

Resignations	16
Retirements	4
Deceased	0
Terminations	0
Non-Renewals	0
Total	20

Receive Turnover Report

Turnover Report
First Quarter Fiscal Year 2023

	Average # of employees	# employees separated
President's Office/Foundation	7	1
Onboarding & Academic Advising	28	1
Student Learning Division	205	9
Student Services Division	45	3
Administrative Services Division	87	1
Institutional Advancement	5	0
Workforce Development	41	4
Harnett Campus	16	0
Chatham Campus	6	0
College Wide Average	440	20

Quarter Turnover Rate: 4.5%
Fiscal Year Turnover: 4.5%

Human Resources Updates

This item is a place holder in case there is a need to go into closed session pursuant to G.S. 143-318.11 item (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged... and (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Policy Review Update

College staff notified Dean Shatley with Campbell, Shatley PLLC that the board had approved moving forward with a policy update and review. Mr. Shatley proposed the following delivery schedule for review of the various sections of the policy manual and college staff have approved the schedule.

Delivery Schedule	
Part I: Section 1: Governance/Board of Trustees and Section 3: Human Resources	November 1 st .
Part II: Section 2: Administrative and Section 7: Information Technology	December 1 st .
Part III: Section 5: Student Services and Section 4: Instruction	January 1 st .
Part IV: Section 6 Business Services	February 1 st .

We will continue to keep the Board apprised as we proceed with this review and will discuss a process for seeking board approval for various changes in policy.



**BOARD OF TRUSTEES
FINANCE COMMITTEE
AGENDA**

Date of Meeting:	October 31, 2022	Time: 1:30 p.m.	
Committee Members: Jim Burgin, Chair Jamie Kelly Gordon Springle			
Consent Agenda Items			
<ol style="list-style-type: none"> 1. Approve State Budget Report 2. Approve Lee County Budget Report 3. Approve Chatham County Budget Report 4. Approve Harnett County Budget Report 5. Approve Investment Asset Account Report 6. Approve Civic Center Budget Report 7. Approve for Good of School Budget Report 			
Full Board Agenda Items			
<ol style="list-style-type: none"> 1. Approve Fiscal Year 2022-2023 College Budget 			
For Information Only			
<ol style="list-style-type: none"> 1. State and County Budget Updates 2. Upcoming contracts – Compliance Assist, Bookstore, Production Copier 3. No changes on the State Retirement System letter related to contribution-based cap legislation 			

**CENTRAL CAROLINA COMMUNITY COLLEGE
STATE BUDGET REPORT**

September 30, 2022

<u>CURRENT EXPENSE</u>	<u>ALLOTMENT FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
EXECUTIVE MANAGEMENT	\$ 1,275,902.00	\$ 374,910.65	\$ 900,991.35	29%
FINANCIAL SERVICES	1,735,779.00	313,562.89	\$ 1,422,216.11	18%
GENERAL ADMINISTRATION	2,930,149.00	581,534.96	\$ 2,348,614.04	20%
INFORMATION SYSTEMS	1,459,741.00	481,908.60	\$ 977,832.40	33%
INSTRUCTION - CURRICULUM	16,504,305.00	4,195,873.99	\$ 12,308,431.01	25%
INSTRUCTION - NON-CURRICULUM	5,056,819.00	1,202,602.63	\$ 3,854,216.37	24%
ACADEMIC SUPPORT	7,260,683.00	1,473,705.04	\$ 5,786,977.96	20%
STUDENT SUPPORT	3,461,598.00	802,632.75	\$ 2,658,965.25	23%
TOTAL CURRENT EXPENSE	\$ 39,684,976.00	\$ 9,426,731.51	\$ 30,258,244.49	24%
 <u>CAPITAL OUTLAY</u>				
EQUIPMENT	\$ 1,970,430.00	\$ 6,095.70	\$ 1,964,334.30	0%
940 CAT/GRANT EQUIPMENT	83,556.00	11,100.00	72,456.00	13%
BOOKS	91,990.00	4,801.17	87,188.83	5%
TOTAL CAPITAL OUTLAY	\$ 2,145,976.00	\$ 21,996.87	\$ 2,123,979.13	1%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 41,830,952.00	\$ 9,448,728.38	\$ 32,382,223.62	23%

**CENTRAL CAROLINA COMMUNITY COLLEGE
LEE COUNTY BUDGET REPORT
September 30, 2022**

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
PLANT MAINTENANCE & OPERATIONS		\$ 822,677.21		
GENERAL ADMINISTRATION		174,459.37		
TOTAL CURRENT EXPENSE	\$ 3,412,305.00	\$ 997,136.58	\$ 2,415,168.42	29%
TOTAL CAPITAL OUTLAY	\$ 100,000.00	\$ 30,410.34	\$ 69,589.66	30%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 3,512,305.00	\$ 1,027,546.92	\$ 2,484,758.08	29%

**CENTRAL CAROLINA COMMUNITY COLLEGE
CHATHAM COUNTY BUDGET REPORT**

September 30, 2022

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
PLANT MAINTENANCE & OPERATIONS		\$ 275,470.31		
GENERAL ADMINISTRATION		19,800.91		
TOTAL CURRENT EXPENSE	\$ 1,242,990.00	\$ 295,271.22	\$ 947,718.78	24%
TOTAL CAPITAL OUTLAY	\$ 65,000.00	\$ -	\$ 65,000.00	0%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 1,307,990.00	\$ 295,271.22	\$ 1,012,718.78	23%

**CENTRAL CAROLINA COMMUNITY COLLEGE
HARNETT COUNTY BUDGET REPORT
September 30, 2022**

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
PLANT MAINTENANCE AND OPERATIONS	\$ 1,315,355.00	\$ 342,441.55	\$ 972,913.45	26%
GENERAL ADMINISTRATION	67,250.00	8,649.68	58,600.32	13%
TOTAL CURRENT EXPENSE	\$ 1,382,605.00	\$ 351,091.23	\$ 1,031,513.77	25%
CAPITAL OUTLAY	\$ 100,000.00	\$ 22,290.00	\$ 77,710.00	22%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 1,482,605.00	\$ 373,381.23	\$ 1,109,223.77	25%

**CENTRAL CAROLINA COMMUNITY COLLEGE
INVESTMENT ASSET ACCOUNT**

September 30, 2022

CPR CARDS	\$	1,813.37
DISTANCE ED FEE		75,834.93
SELF-SUPPORTING		15,252.39
COMMUNITY SERV FEES		193,948.52
CONT ED ACTIVITY FEES		5,111.25
OVERHEAD RECEIPTS		47,819.09
DENNIS WICKER CIVIC CENTER		-
ESTC RENTAL FUNDS		72,140.69
PITTSBORO RENTAL FUNDS		5,777.18
INDIRECT COST FUNDS - GRANTS		132,171.54
PATRON FEES		103,307.82
ASSOCIATE NURSING		68,731.23
SMALL BUSINESS MISC		6,592.64
CLEARWIRE LEASE		55,396.12
BOOKSTORE		871,067.50
VENDING		
STUDENT GOVERNMENT ASSOC.		
EMERGENCY LOAN FUNDS		6,019.58
LOCAL FUNDS		139,242.94
	\$	<u>1,800,226.79</u>

**CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
September 30, 2022**

REVENUES

MOTEL TAX	\$	68,325.24	
LEE COUNTY CURRENT ALLOCATION		16,232.49	
RENTAL INCOME		84,666.08	
INTEREST INCOME			
TOTAL REVENUE		<hr/>	\$ 169,223.81 <hr/>

EXPENSES

SALARIES	\$	63,705.00	
SOCIAL SECURITY		4,350.23	
RETIREMENT		9,455.06	
LONGEVITY		-	
MEDICAL INSURANCE		5,830.74	
OTHER CONTRACTS		5,590.05	
SUPPLIES		4,083.25	
TRAVEL		-	
TELEPHONE		1,581.12	
HEAT		2,834.24	
WATER		1,117.50	
ELECTRICITY		27,065.56	
EQUIPMENT REPAIRS		4,113.19	
FACILITIES REPAIRS		3,464.09	
MAINT. Agreement			
ADVERTISING			
CREDIT CARD FEE		217.70	
LANDSCAPING		107.00	
OTHER CURRENT EXPENSE		199.00	
PROPERTY INSURANCE			
MEMBERSHIPS AND DUES			
EQUIPMENT			
TOTAL EXPENSES		<hr/>	\$ 133,713.73 <hr/>

REVENUE OVER EXPENSES **\$ 35,510.08**

FUND BALANCE AS OF July 1, 2022	\$ 26,270.92
PLUS REVENUE OVER EXPENSES	35,510.08
FUND BALANCE AS OF September 30, 2022	\$ 61,781.00 <hr/>

**CENTRAL CAROLINA COMMUNITY COLLEGE
EXPENDITURES FOR GOOD OF SCHOOL
JULY 1, 2022 - SEPTEMBER 30, 2022**

STUDENT RELATED

ICR PROCESSING FEE	\$	318.17
FACTS PROCESSING FEE		15,814.00
PERSONNEL COSTS		-
TITLE IX		4,110.00
STUDENT AMBASSADORS		-
STUDENT TRAVEL		-
STUDENT CULTURAL ENRICHMENT		500.00
ADVISORY MEETINGS		482.68
AVOW TRANSCRIPT SERVICES		-
SCHOLARSHIP LUNCHEON		-
GRADUATION		-
OTHER		2,033.00
		2,033.00
TOTAL STUDENT RELATED	\$	23,257.85
		23,257.85

PUBLIC RELATED

PUBLIC RELATIONS	\$	1,208.27
PROFESSIONAL DEVELOPMENT		-
FINANCIAL AID FAFSA DAY		-
MEETINGS		1,295.49
EMPLOYEE RET., FLOWERS		969.89
BOARD OF TRUSTEE EXPENSES		-
QEP EXPENSES		-
MARKETING		-
LEGAL EXPENSES		3,789.00
STAFF DEVELOPMENT		-
STUDENT AID		-
BANK SERVICE CHARGES		88.12
OTHER		5,249.43
		5,249.43
TOTAL PUBLIC RELATED	\$	12,600.20
		12,600.20

GRAND TOTAL	\$	35,858.05
		35,858.05

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2022-23 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**
Institution
Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
State	\$ 35,704,546			\$ 35,704,546
*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.				
County Funds				
County Appropriations (list each county separately below):				
Lee County		\$ 4,432,305		\$ 4,432,305
Chatham County		\$ 1,331,990		\$ 1,331,990
Harnett County		\$ 1,482,605		\$ 1,482,605
Civic Center Lee County		\$ 338,231		\$ 338,231
Promise Program - Lee		\$ 250,000		\$ 250,000
Promise Program - Chatham		\$ 260,000		\$ 260,000
Promise Program - Harnett		\$ 270,000		\$ 270,000
(If necessary, add lines above for add'l counties)				
Misc. County Revenue		\$ -		\$ -
Total County Funds		\$ 8,365,131		\$ 8,365,131

Institutional Funds

Federal Sources:

Federal Pell and other Federal student aid grants		\$ 7,000,000		\$ 7,000,000
Federal Direct Loans				\$ -
Federal Work-Study Program		\$ 117,061		\$ 117,061
Other Federal Grants (list):		\$ -		\$ -
TRIO Grants		\$ 1,708,108		\$ 1,708,108
NSF Grants		\$ 249,660		\$ 249,660
YouthBuild Grant		\$ 1,191,559		\$ 1,191,559
HEERF Cares Funding		\$ 4,335,962		\$ 4,335,962
Job Corps Scholars		\$ 603,486		\$ 603,486

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
 COLLEGE FY 2022-23 BUDGET
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**
 Institution _____
 Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
USDA			\$ 437,944	\$ 437,944
GoldenLeaf - CDL			\$ 498,923	\$ 498,923
Title III			\$ 331,148	\$ 331,148
Indirect Costs			\$ 140,000	\$ 140,000
<i>(If necessary, add lines above)</i>				
Total Revenues From Federal	\$ -	\$ -	\$ 16,613,851	\$ 16,613,851

Fees:

College Access, Parking and Security (CAPS) Fees			\$ 110,000	\$ 110,000
Student Activity Fees			\$ 350,000	\$ 350,000
Course Specific Fees			\$ 206,436	\$ 206,436
Instructional Technology Fees			\$ 125,000	\$ 125,000
Self-Supporting Course Fees			\$ 75,000	\$ 75,000
Other Fees (list, if applicable):				\$ -
Distance Course Fees			\$ 310,000	\$ 310,000
Patron Fees			\$ 86,500	\$ 86,500
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<i>(If necessary, add lines above)</i>				
Total Revenues from Fees	\$ -	\$ -	\$ 1,262,936	\$ 1,262,936

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
 COLLEGE FY 2022-23 BUDGET
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**
 Institution _____
 Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
<i>Proprietary/Other Revenues:</i>				
Bookstore Receipts			\$ 570,000	\$ 570,000
Vending/Food Service Receipts			\$ 67,000	\$ 67,000
Live Projects/Patron Fees			\$ 50,000	\$ 50,000
Internal Service Funds			\$ -	\$ -
Interest Income			\$ 20,000	\$ 20,000
NC Community College Grant Funds			\$ 300,000	\$ 300,000
Education Lottery Scholarship Funds			\$ 300,000	\$ 300,000
Gifts and Donations			\$ -	\$ -
Private (non-Federal) Grants			\$ -	\$ -
Endowment Income			\$ -	\$ -
Other Miscellaneous Sources (list, if applicable):				\$ -
Clearwire Lease			\$ 25,000	\$ 25,000
Rental Funds			\$ 10,000	\$ 10,000
Other State and Local Student Aid Funds			\$ 150,000	\$ 150,000
Civic Center Rental Revenue			\$ 180,000	\$ 180,000
				\$ -
				\$ -
				\$ -
				\$ -
(If necessary, add lines above)				
Total Revenues from Proprietary/Other Sources:	\$ -	\$ -	\$ 1,672,000	\$ 1,672,000
Total Institutional Sources			\$ 19,548,787	\$ 19,548,787
Total Estimated Revenues	\$ 35,704,546	\$ 8,365,131	\$ 19,548,787	\$ 63,618,464

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
 COLLEGE FY 2022-23 BUDGET
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**
 Institution _____
 Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
Fund Balance Appropriated				\$ -

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2022-23 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)**

College Name: Central Carolina CC

Institution Number: 816

1	2	3	4
State Budget	County Budget	Institutional Budget	Total Budget

Expenditure Detail (excluding capital improvement projects)

100 INSTITUTIONAL SUPPORT

110 Executive Management	\$ 1,296,531		\$ 105,090		\$ 1,401,621
120 Financial Services	\$ 1,059,628				\$ 1,059,628
130 General Administration	\$ 2,221,938	\$	310,730		\$ 2,532,668
140 Information Systems - Admin.	\$ 1,333,984				\$ 1,333,984

TOTAL INSTITUTIONAL SUPPORT	\$ 5,912,081	\$	415,820	\$	120,000	\$	6,447,901
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200 INSTRUCTIONAL - CURRICULUM

220 Associate Degree	\$ 15,261,833				\$ 15,261,833
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TOTAL INSTRUCTIONAL - CURRICULUM	\$ 15,261,833	\$	-	\$	1,200,000	\$	16,461,833
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300 CONTINUING EDUCATION

310 Occupational Education	\$ 1,359,615				\$ 1,359,615
311 Occupational Support	\$ 658,819				\$ 658,819
320 Basic Skills Plus	\$ -				\$ -
321 Adult Basic Education/ESL	\$ 1,117,173				\$ 1,117,173
322 Adult High School & GED	\$ 250,747				\$ 250,747
323 Compensatory Education	\$ 85,854				\$ 85,854
363 Small Business Center	\$ 173,667				\$ 173,667
364 Customized Trng - Bus & Ind Support (Admin.)	\$ 40,000				\$ 40,000
365 Customized Trng - Bus & Ind Support (Instruct.)	\$ 20,000				\$ 20,000
370 NC Military Business Center (FTCC)	\$ -				\$ -
371 NC Research Campus - Kannapolis (RCCC)	\$ -				\$ -

TOTAL CONTINUING EDUCATION	\$ 3,705,875	\$	-	\$	125,000	\$	3,830,875
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**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2022-23 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)**

College Name: Central Carolina CC

Institution Number: 816

1	2	3	4
State Budget	County Budget	Institutional Budget	Total Budget

Expenditure Detail (excluding capital improvement projects)

400 ACADEMIC SUPPORT

410 Library/Learning Center	\$ 400,175		\$ 400,175
421 Curriculum - Admin.	\$ 4,487,112		\$ 4,487,112
422 Continuing Education - Admin.	\$ 1,766,659		\$ 1,766,659
430 Information Systems - Academic	\$ -		\$ -

TOTAL ACADEMIC SUPPORT	\$ 6,653,946	\$ -	\$ 2,000,000	\$ 8,653,946
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500 STUDENT SUPPORT

510 Student Services	\$ 2,928,297		\$ 2,928,297
530 Child Care	\$ 64,293		\$ 64,293

TOTAL STUDENT SUPPORT	\$ 2,992,590	\$ -	\$ 2,500,000	\$ 5,492,590
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600 OPERATION & MAINTENANCE OF PLANT

610 Plant Operation		\$ 3,580,225	\$ 3,580,225
620 Plant Maintenance		\$ 2,985,855	\$ 2,985,855
680 Innovation Quarters (Forsyth Tech CC)	\$ -	\$ -	\$ -

TOTAL OPERATION & MAINTENANCE OF PLANT	\$ -	\$ 6,566,080	\$ -	\$ 6,566,080
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700 PROPRIETARY/OTHER

	\$ 338,231	\$ 700,000	\$ 1,038,231
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800 STUDENT AID

	\$ 780,000	\$ 9,700,000	\$ 10,480,000
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900 CAPITAL OUTLAY (excluding capital improvement projects)

920 Equipment	\$ 1,127,487	\$ 265,000	\$ 1,392,487
923 Basic Skills/Literacy Equipment	\$ -		\$ -
930 Instructional Resources (Books)	\$ 50,734		\$ 50,734
940 Equipment - State CATEGORICAL Funds			\$ -

TOTAL CAPITAL OUTLAY	\$ 1,178,221	\$ 265,000	\$ 200,000	\$ 1,643,221
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TOTAL EXPENDITURES	\$ 35,704,546	\$ 8,365,131	\$ 16,545,000	\$ 60,614,677
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NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2022-23 CAPITAL IMPROVEMENTS BUDGET

College Name: Central Carolina CC

Institution Number: 816

	1 State	2 County	3 Institutional	4 Total
Capital Improvement Revenues				
State Funds (funds reimbursed by System Office)*	\$ 500,000			\$ 500,000
County Funds				
County Appropriation for CI Projects		\$ -		\$ -
County GO Bond Funds				\$ -
Other County Revenue/Financing				\$ -
Fund Balance for CI Projects				\$ -
County Subtotal		\$ -		\$ -
Institutional Funds				
Federal Grant				\$ -
Private Gift/Donation				\$ -
Private Grant(s) and Other Sources (list below):				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
(If necessary, add lines above)				\$ -
Institutional Subtotal			\$ -	\$ -
Total Capital Improvement Project Revenues	\$ 500,000	\$ -	\$ -	\$ 500,000
Capital Improvement Expenditures				
910 Buildings and Grounds				\$ -
Repairs and Renovations/New Construction	\$ 500,000			\$ 500,000
Total Expenditures	\$ 500,000	\$ -	\$ -	\$ 500,000
NET (Est. Revenues - Expenditures)	\$ -	\$ -	\$ -	\$ -

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2022-23 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Central Carolina CC
 Institution Number: 816

	1		2		3		4
	State Budget		County Budget		Institutional Budget		Total Budget
Summary of Revenues (excluding capital improvement projects)							
State*	\$ 35,704,546					\$ 35,704,546	
County Funds		\$ 8,365,131				\$ 8,365,131	
Institutional Funds				\$ 19,548,787		\$ 19,548,787	
Operating Revenue Subtotal	\$ 35,704,546	\$ 8,365,131	\$ 19,548,787	\$ 63,618,464			
Fund Balance Appropriated		\$ -	\$ -	\$ -			
Total Funds Available	\$ 35,704,546	\$ 8,365,131	\$ 19,548,787	\$ 63,618,464			
Summary of Expenditures (excluding capital improvement projects)							
1XX Institutional Support	\$ 5,912,081	\$ 415,820	\$ 120,000	\$ 6,447,901			
2XX Curriculum Instruction	\$ 15,261,833	\$ -	\$ 1,200,000	\$ 16,461,833			
3XX Continuing Education	\$ 3,705,875	\$ -	\$ 125,000	\$ 3,830,875			
4XX Academic Support	\$ 6,653,946	\$ -	\$ 2,000,000	\$ 8,653,946			
5XX Student Support	\$ 2,992,590	\$ -	\$ 2,500,000	\$ 5,492,590			
6XX Plant Operations & Maint.	\$ -	\$ 6,566,080	\$ -	\$ 6,566,080			
7XX Proprietary/Other	\$ -	\$ 338,231	\$ 700,000	\$ 1,038,231			
8XX Student Aid	\$ -	\$ 780,000	\$ 9,700,000	\$ 10,480,000			
9XX Capital Outlay (excluding capital improvements)	\$ 1,178,221	\$ 265,000	\$ 200,000	\$ 1,643,221			
Total Budgeted Expenditures	\$ 35,704,546	\$ 8,365,131	\$ 16,545,000	\$ 60,614,677			
Net (Est. Revenues - Expenditures)	\$ -	\$ -	\$ 3,003,787	\$ 3,003,787			

*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2022-23 BUDGET

College	CURRENT OPERATING										PLANT FUND			CURRENT & CAPITAL TOTAL
	1XX Institutional Support	2XX Curriculum Instruction	3XX Continuing Education	4XX Academic Support	5XX Student Support	6XX Plant Op & Maint.	7XX Proprietary/Oth er	8XX Student Aid	Subtotal	9XX Capital (ex. CI) Projects				
Central Carolina CC														
State	\$ 5,912,081	\$ 15,261,833	\$ 3,705,875	\$ 6,653,946	\$ 2,992,590	\$ -	\$ -	\$ -	\$ 34,526,325	\$ 1,178,221	\$ 500,000	\$ -	\$ -	\$ 36,204,546
County	\$ 415,820	\$ -	\$ -	\$ -	\$ -	\$ 6,566,080	\$ 338,231	\$ 780,000	\$ 8,100,131	\$ 265,000	\$ -	\$ -	\$ -	\$ 8,365,131
Institutional	\$ 120,000	\$ 1,200,000	\$ 125,000	\$ 2,000,000	\$ 2,500,000	\$ -	\$ 700,000	\$ 9,700,000	\$ 16,345,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 16,545,000
Total	\$ 6,447,901	\$ 16,461,833	\$ 3,830,875	\$ 8,653,946	\$ 5,492,590	\$ 6,566,080	\$ 1,038,231	\$ 10,480,000	\$ 58,971,456	\$ 1,643,221	\$ 500,000	\$ -	\$ -	\$ 61,114,677

State and County Budget Updates

An update on the State and County budgets will be provided during the Finance Committee meeting.

Upcoming Contracts - Compliance Assist, Bookstore, Production Copier

We have a few contracts of significance that are nearing renewal dates.

1. Compliance Assist – We utilize the compliance assist system to help college staff members with our institutional accreditation processes. This contract is at the point of renewal. The company we had been working with has been purchased by another company and we are actively working to adjust various terms and conditions that are problematic. If we are unable to adjust the problematic terms and conditions, we may need to request board approval to proceed with the contract because of where we are in our accreditation processes.
2. Our agreement with Follett for operation of our campus bookstores is contracted to end June 30, 2023. We will need to discuss how to proceed with bookstore services.
3. Our agreement for our production copiers is ending August 2023. We will begin the process of re-bidding this contract using the procedures required by NC Purchase and Contracts.
4. Beginning initial discussions and information gathering in order to move forward with a website redesign and development project (www.cccc.edu).
 - Based on similar projects at other NC community colleges, the estimated cost of this project is approximately \$200,000. This amount is subject to change based on pricing received in RFPs.
 - Project scope expected to include: research, design, development, content development, user testing, training, etc.
 - Next steps include the development of an RFP for the project, with an anticipated start date of early 2023.



**BOARD OF TRUSTEES
BUILDING AND GROUNDS
COMMITTEE AGENDA**

Date of Meeting:	October 31, 2022	Time: 10:30 am	
Committee Members: George Lucier, Chair Bill Tatum Jim Womack			
Consent Agenda Items			
1. Approve requesting the town of Lillington annex the remaining parcels at Harnett Main Campus			
Full Board Items			
1. Approve designer for Moore Center – Bioprocessing Renovation 2. Approve designers for open end design agreements 3. Approve awarding construction contract for Moore Center – Truck Driver Building Renovation 4. Approve naming of the “cat colony” for Jill Gillette			
For Information Only			
1. Update on building and grounds items			

Approve requesting the town of Lillington annex the remaining parcels at Harnett Main Campus

The Harnett Main Campus consists of several parcels of property. Some of the parcels have been annexed into the town of Lillington while others are listed within the County. This creates some jurisdictional issues. College staff have discussed this issue with the Lillington Town Manager and to permanently resolve the issue we will need to apply for annexation of the remaining parcels. Our costs would be paying a surveyor to generate a current map of property boundaries.

We are requesting board of trustee approve to request the town of Lillington annex the remaining parcels at Harnett Main Campus.

Approve Designer for Moore Center – Bioprocessing Renovation

The Building and Grounds Committee is scheduled to interview designers for the Moore Center – Bioprocessing Renovation project on October 26th. The three firms to be interviewed are Hobbs Architect, KC Studio Architecture, and RS&H. We anticipate the building and grounds committee making a recommendation to hire one of these firms for this project. Once a firm is selected, college staff will notify the State Construction Office so that a design contract can be negotiated.

Approve designers for open end design agreements

College staff reviewed qualification packets from the following firms.

Open End - Arch and Engineering		
Firm		Location
1 Little Diversified Architectural Consulting		Charlotte, NC
2 ESPA Architects and Planners		Greensboro, NC
3 310 Architecture + Interiors		Raleigh, NC
4 ADW Architects		Charlotte, NC
5 Hobbs Architects		Pittsboro, NC
6 Lindsey Architecture		Greensboro, NC
7 MHA Works		Durham, NC
8 DJG, Inc		Raleigh, NC
9 The Walker Group Architecture Inc		New Bern, NC
10 Germano Architecture + Interiors		Zebulon, NC

Open End - Engineering			
Firm	Location	Speciality	
1 REI Engineers	Raleigh, NC	Building enclosures (roofs, windows, exterior walls)	
2 Draper Arden Associates	Cary, NC	Civil, structural, and geotechnical engineering	
3 Terracon	Raleigh, NC	Weather proofing, testing	
4 Falcon Engineering	Cary, NC	Geotechnical, materials testing, special inspections	
5 Thomas and Hutton	Charlotte, NC	Civil Engineering and Surveying	

We recommend the following firms for various specialties:

Draper Arden Associates – Civic, Structural, Environmental, and Geotechnical Engineering

REI Engineers – Building Enclosures, Roofing, and Parking Lots

Falcon Engineering – Special Inspections, materials testing, and Geotechnical Engineering

Hobbs Architect - Architecture

Approve awarding construction contract for Moore Center – Truck Driver Building Renovation

During the special called meeting on June 15, 2022, the Board of Trustees approved the project form for the Moore Center – Truck Driver Building Renovation project. The budget for the project was set at \$200,000. College staff members have worked to develop a scope of work for this project. We have sent the scope of work to four contractors and expect to receive bids for the project on October 24, 2022. We do not have the bids in hand at the time of preparing this packet, but they will be distributed prior to the board meeting.

Approve naming of the “cat colony” for Jill Gillette

The Foundation board approved and recommends that the Trustees name the “cat colony” in the Dalrymple Building for Jill Gillette. Her family has pledged the funds needed for the naming rights.

Update on Building and Grounds Items

Building 42 and Miriello Roofing Projects

All work has been completed on these projects. Final payments have been made to the contractors and all warranty information has been received.

Fire Training – Harnett County

Dr. Matthews, VP Robertson, and I met with a group representing the Fire Chief's Association in Harnett County. They have identified a need for space to conduct fire training within the county. We are currently thinking through their needs and having some initial discussions with the county.

Facility Master Plan

We plan to review the existing facility master plan projects list and ask the building and grounds committee to consider updates at the February board of trustees meeting.



BOARD OF TRUSTEES

PROGRAMS COMMITTEE

**CONTINUING EDUCATION
AGENDA**

Date of Meeting:	October 31, 2022	Time: 3:00 pm	
Committee Members:	James French, Chair Jim Crawford Derrick Jordan		
Consent Agenda Items			
Full Board Agenda Items			
For Information Only			
<ol style="list-style-type: none">1. National Manufacturing Day 20222. Customized Training Program 2021-2022 Report3. Small Business Center Program 2021-2022 Report			

National Manufacturing Day – 2022

Summary:

Manufacturing day is an initiative of The Manufacturing Institute and is an annual opportunity to inspire individuals to start careers in modern manufacturing. Manufacturing Day events help to show the reality of modern manufacturing careers by encouraging companies and institutions to work together to create learning and exploration opportunities to expose manufacturing careers to students, parents, teachers, community leaders, and community members.

Central Carolina hosted manufacturing day events at the Howard James Industry Center for many years and moved the event to the E. Eugene Moore Manufacturing and Biotech Solutions Center for National Manufacturing Day on October 7, 2022.

Impact

Manufacturing Day Companies and Programs in Attendance

- 31 Manufacturing Employers
- 5 Manufacturing Partners
- 6 CCCC Programs and Student Services

Manufacturing Day guests

- 488+ Middle School, High School, Central Carolina CC, NC State students, and Community Members

Feedback

Participants (n=71)

- 94% Very Satisfied/Satisfied with event
- 31% No familiarity with manufacturing prior to event (e.g. I do not know anyone who works in manufacturing or has worked in manufacturing)
- 89% Understand more about manufacturing careers after attending event
- 79% Changed perception of manufacturing after attending event

“It taught me that businesses make more than you think. A lot of important things we don’t think about.”

“I really liked this event and I learned a lot.”

Employers (n=17)

100% Event met expectations

53% Very Good experience talking to and engaging with participants

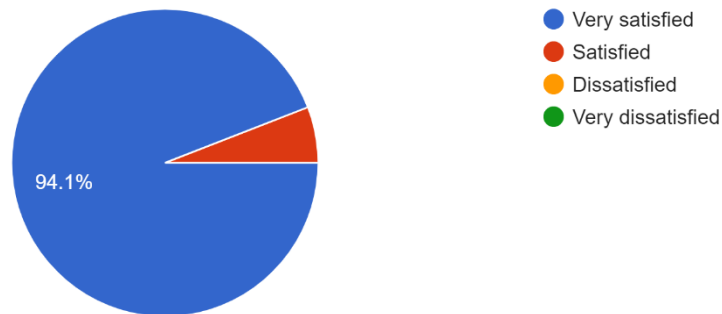
47% Exceptional experience talking to and engagement with participants

“A great event for manufacturers to network and help build the future.”

“Being able to observe and speak with students at this event as they learned about manufacturing and careers in manufacturing was a gift.”

Overall, how satisfied were you with the event?

17 responses



Support

In addition to broad support from individuals across college areas including Workforce & Continuing Education, Curriculum, Student Services, Marketing/Business Services, Facilities, and Security, this year’s Manufacturing Day was also supported by Mertek Solutions and Electric Supply & Equipment who provided hotdog lunches for participants and the CCCC Foundation which provided lunch for the employers and others supporting the event.

Customized Training Program 2021 - 2022 Report

Fiscal Year 2021 – 2022

Summary:

The Customized Training Program supports the economic development efforts of the State by providing education, training and support services for eligible new, expanding and existing business and industry in North Carolina (G.S. 115D-5.1) through its network of 58 community colleges, serving all 100 counties of the state. The program goal is to foster and support three key aspects of a company's well-being: Job Growth, Technology Investment and Productivity Enhancement.

The program was developed in recognition of the fact that one of the most important factors for a business or industry considering locating, expanding, or remaining in North Carolina is the ability of the State to ensure the presence of a well-trained workforce. The program is designed to react quickly to the needs of businesses and to respect the confidential nature of proprietary processes and information within those businesses.

Those businesses and industries eligible for support through the Customized Training Program include Manufacturing, Technology Intensive (i.e., Information Technology, Life Sciences), Regional or National Warehousing and Distribution Centers, Customer Support Centers, Air Courier Services, National Headquarters with operations outside North Carolina, and Civil Service employees providing technical support to US military installations located in North Carolina.

In order to receive assistance, eligible businesses and industries must demonstrate two or more of the following criteria:

- The business is making an appreciable capital investment;
- The business is deploying new technology;
- The business is creating jobs, expanding an existing workforce, or enhancing the productivity and profitability of the operations within the State; and
- The skills of the workers will be enhanced by the assistance.

Resources may support training assessment, instructional design, instructional costs, and training delivery for personnel involved in the direct production of goods and services. Production and technology support positions are also eligible for training support.

Impact

In 2021 – 2022 to date, Central Carolina Community College's Customized Training Program has seven active projects totaling over \$1,638,047 million in funding to support training and Industry Services administration.

There are six new projects in the pipeline representing three (3) businesses in Chatham County, two (3) businesses in Lee County and a pending project in Harnett County.

Funding Purpose Code 361

Projects		
<i>Company</i>	<i>Industry</i>	<i>County</i>
<i>Bharat Forge Aluminum USA, INC</i>	Metals/Iron/Steel	Lee
<i>Caterpillar</i>	Manufacturing	Lee
<i>Coty, Inc</i>	Miscellaneous Manufacturing	Lee
<i>Frontier Yarns, Inc</i>	Textiles/Apparel	Lee
<i>Conveyor Technology Systems</i>	Conveyor Manufacturing	Chatham
<i>Pentair</i>	Assembly Manufacturing	Lee
<i>Pfizer</i>	Pharmaceutical/Medical	Lee

These projects represent 756 individuals taking nearly 2,734 hours of customized training.

Funding Purpose Code 365

The college also supported 13 companies and 110 employees through the use of unrestricted funds that provide the flexibility to address limited attendance, high cost training that meet the industry eligibility guidelines but are not at the level of a project.

Businesses impacted include: Industries have applied the training received to other areas in their organizations. Trainees acquired improved Project Management skills for their employees. Employees trained on specialized equipment for safety, proper operation and maintenance. Also, employees trained on Quality Concepts and Tools for Continuous Improvement Efforts.

Small Business Center Program 2021-2022 Report

Summary:

The NC Community Colleges Small Business Center Network (SBCN) is the state's largest state-supported small business assistance initiative. Started in 1984 with the funding of eight small business centers by the North Carolina General Assembly, by 1995 at least one Small Business Center was established at each of the 58 community colleges. Currently, the Network has 60 sites throughout the state with Centers conveniently located within a 30-minute drive of every North Carolinian. At the core of its vision, the Small Business Center Network is positioned to focus on entrepreneurship, small business and economic development with an emphasis on assisting start-ups, early stage, and businesses seeking disaster assistance or seeking to stabilize. The unique structure allows ease of access and unparalleled knowledge of and linkages within local communities. SBCs collaborate with Federal, State and local entities to help business owners get the most current information needed to start and successfully operate their enterprises. Potential or existing small business owners can take advantage of high quality, readily accessible assistance that includes:

- Free, confidential one-on-one business counseling services
- Resource and referral information for a variety of business needs

High-impact seminars and classes available free of charge or for a minimal registration fee

Impact

In 2021 – 2022, Central Carolina Community College's Small Business Centers in Chatham, Lee, and Harnett counties expended \$222,099 on SBC activities including 63 entrepreneurship events supporting 1,039 attendees. The Small Business Center staff provided approximately 471 hours of counseling services to small business clients and supported 26 new business startups.

Business Starts	Jobs Created	Jobs Retained	Clients	Counseling Hours
26	60	29	181	470.99

Points of Excellence

2022-2023 Annual Review

On September 28, 2022, Central Carolina Community College's Small Business Center received a positive review from Anne Shaw, State Director, Small Business Center Network, North Carolina Community College System.

The colleges Small Business Center, under the leadership of Terri Brown, Small Business Center Director, met all requirements for the operation of the college's SBC including those related to funds expenditure, marketing, professional development of staff, records maintenance and program offering. The report highlighted many areas of success summarized in a statement by Ms. Shaw,

One of the hallmarks with respect to seminar and webinar programming at Central Carolina CC SBC is the effort the team makes to offer fresh content and a great variety of programming options for the small business audience. This is important to attract and retain participants who obtain real value from these educational events that help them to start and enhance their businesses operations and that also result in economic impact. The RISE program has had a remarkable impact on economic development in the downtown area and programs on food service, marketing and a special AgriVeteran series demonstrate efforts to respond to local needs. Well done!

Chatham SPARK Impact

Chatham County Small Business Center Coordinator, Phillip Pappas, worked with Terri Brown, Chatham Chamber Director, and local businesses to expand the successful "Real Entrepreneurship in Sanford" (RISE) program to the Chatham area. The program introduces aspiring entrepreneurs to the concepts and practices necessary for launching a successful enterprise. The first cohort launched in the spring of 2022. One of the initial graduates opened their new restaurant, Down Town Café, in Siler City with a ribbon cutting in June 2022. According to Hatfield, the classes were eye-opening because they showed her the level of detail and bookkeeping necessary to run a business. After completing the course, she said seeing her efforts and sacrifices pay off was an emotional experience. "I never thought I would be here, I really never thought I could be here," Hatfield said. "I did this through determination. I knew I wanted it and I had that fire burning. I couldn't do anything else until I got this done."

Harnett Startup Summit

Harnett County Small Business Center Coordinator, Charity Barbee and Terri Brown coordinated a Business Startup event in Lillington that featured Secretary of State Elaine Marshall and Holly Yanker from the Economic Development Partnership of NC as well as a financial panel discussion with representatives from First Citizens Bank, Carolina Community Impact, Thread Capital, and the Dunn Area Committee of 100. The event drew more than 50 entrepreneurs and small business operators from the area to gather information from speakers and panelists on starting a business and navigating resources from the state, EDPNC, CCCC SBC and financial partners.



BOARD OF TRUSTEES

PROGRAMS COMMITTEE

CURRICULUM AGENDA

Date of Meeting:	October 31, 2022	Time: 3:00 pm	
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Committee Members:	James French, Chair Jim Crawford Derrick Jordan
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Consent Agenda Items

Curriculum Review Committee

Program Removals

1. Removal of Career & College Promise diplomas in Criminal Justice Technology (D55180CP & D55180CW)
2. Removal of 15-credit Career & College Promise certificate in Criminal Justice Technology - Forensic Science (C5518CCW)

Program Approvals

1. Approval of 12-credit Career and College Promise certificate in Criminal Justice Technology (C55180CW)
2. Approval of Electric Vehicle Servicing Certificate (C60160EV) in Automotive Systems Technology
3. Approval of Addiction and Recovery Studies Certificate (C4528E) in Human Services Technology

Program Modifications

1. Cosmetology Associate in Applied Science Degree (A55140)
2. Welding Technology Associate in Applied Science Degree (A50420)
3. Industrial Systems Technology Associate in Applied Science Degree (A50240)

Full Board Agenda Items

For Information Only

1. Veterinary Medical Technology awarded \$196,800 Tobacco Trust Fund Grant
2. SACSCOC approval for Physical Therapist Assistant program
3. Licensure Exam Pass Rates
 - a. Chatham Medical Assisting - 100%
 - b. Veterinary Medical Technology - 83% first-time, 100% repeating
4. Curriculum programs participate in Manufacturing Day
5. Wellnessology

Curriculum Review Committee Actions

During its September 2022 meeting, the Curriculum Review Committee recommended the following actions:

Program Removals

1. Removal of Career & College Promise diplomas in Criminal Justice Technology (D55180CP & D55180CW)
2. Removal of 15-credit Career & College Promise certificate in Criminal Justice Technology - Forensic Science (C5518CCW)

Program Approvals

1. Approval of 12-credit Career and College Promise certificate in Criminal Justice Technology (C55180CW)
2. Approval of Electric Vehicle Servicing Certificate (C60160EV) in Automotive Systems Technology
3. Approval of Addiction and Recovery Studies Certificate (C4528E) in Human Services Technology

Program Modifications

1. Cosmetology Associate in Applied Science Degree (A55140)
2. Welding Technology Associate in Applied Science Degree (A50420)
3. Industrial Systems Technology Associate in Applied Science Degree (A50240)

For Information Only

1. The Veterinary Medical Technology program was awarded a Tobacco Trust Fund Grant for \$196,800 to outfit the large animal facility with equipment and supplies.
2. The Physical Therapist Assistant Program received SACSCOC approval on October 5, 2022 and will submit the Application for Candidacy to Commission on Accreditation in Physical Therapy Education (CAPTE) on June 1, 2023.
3. Licensure Exam Pass Rates
 - a. Chatham Medical Assisting - 100%
 - b. Veterinary Medical Technology - 83% first-time, 100% repeating
 - i. National average - 68% first-time, 39% repeating
4. Seven curriculum programs participated in Manufacturing Day: Bioprocessing, Computer-Integrated Machining, Electronics Engineering Technology, Industrial Systems Technology, Information Technology, Laser and Photonics Technology, and Welding
5. The Health and Fitness Science program will hold its second [Wellnessology](#) virtual conference November 7-9. The online event is open to the public and features 16 speakers on 8 dimensions of wellness.



BOARD OF TRUSTEES
STUDENT & ACADEMIC SUPPORT
SERVICES COMMITTEE

Marketing and
External Relations Agenda

Date of Meeting:

October 31, 2022

Time: 9:00AM

Committee Members: Pat Kirkman, Chair
Jan Hayes
Gladys McAuley

Full Board Agenda Items

Consent Agenda Items

For Information Only

1. [Updates for Marketing and Public Affairs](#)
2. [Updates for Business Services](#)
3. [Updates for Dennis A. Wicker Civic & Conference Center](#)

MARKETING AND PUBLIC AFFAIRS

Marketing

Continued a collaboration with an external agency in order to produce college-related videos. For example, a video about the college's Building Construction Technology program was recently developed. Filming will take place in late October at multiple campus and instructional locations for an additional video series about CCCC.

- Video Link: [Building Construction Technology](#)

Implemented a marketing campaign to promote Manufacturing Day, which was held on October 7. The campaign included: printed and electronic event flyers, messaging targeting a variety of audiences (ex. general public, CCCC students), digital advertising, yard signs, social media and email promotion, and a pre-event story.

- Digital advertising resulted in 613 clicks to an event web page
- Approximately 500 students attended
- 89% of attendees indicated they had learned more about advanced manufacturing
- Over 98% of attendees indicated they were satisfied to very satisfied with event (77.5% gave the highest satisfaction rating)



Began initial discussions and information gathering in order to move forward with a website redesign and development project (www.cccc.edu).

- Based on similar projects at other NC community colleges, the estimated cost of this project is approximately \$200,000. This amount is subject to change based on pricing received in RFPs.
- Project scope expected to include: research, design, development, content development, user testing, training, etc.
- Next steps include the development of an RFP for the project, with an anticipated start date of early 2023.

Continued a Google search campaign that includes hundreds of keywords that users may search when using Google. From July 1 through mid-October, the campaign resulted in 24,285 clicks to a specific web page on the college's site, based on a user's search terms. The campaign will continue through June 2023. Keywords and associated URLs are continually updated, including searches that will direct adult learners to the college's NC Reconnect web page (www.cccc.edu/reconnect).

Designed vehicles wraps for promotional and branding purposes, including:

- EMS van and ambulance
- College bus (wrap will be applied in late October)
- Culinary program's food truck (wrap will be applied in late October)



Public Affairs

There are exciting times at Central Carolina Community College – with plenty of newsworthy activities. The college has received national, statewide, and local attention in recent months. Here are some examples.

- Prep for Success Academy was a four-day summer initiative designed to introduce prospective students to careers in dental assisting and dental hygiene — especially students representing various minority groups who are sorely needed in dental professions. This program received national attention by Community College Daily.

Link: [Prep for Success Academy for prospective students – Community College Daily](#)

- The Caterpillar (CAT) Apprenticeship Training in Welding Program lets high school juniors and seniors work and study at the same time. This is a Central Carolina Community College partnership along with Lee County Schools and Caterpillar. This program received statewide attention by EdNC.

Link: [Central Carolina Community College's CAT welder pipeline is 10 years in the making](#)

- With electric-vehicle maker VinFast (7,400 jobs) and semiconductor maker Wolfspeed (1,800 jobs) set to open new plants there in 2024, Chatham County is looking at 9,000 new jobs to fill. Central Carolina Community College will be involved in that training. This received statewide attention by Higher Ed Works.

Link: [Chatham: With 9,000 new jobs, it's a regional economy - Higher Ed Works](#)

- U.S. Senator Thom Tillis of North Carolina learned more about Central Carolina Community College and the college's workforce development efforts during his visit in August.

Link: [CCCC hosts Sen. Thom Tillis](#)



Updates for **BUSINESS SERVICES**

Designed and printed materials for college events and activities, such as National Manufacturing Day and for multiple stakeholder visits to the college.

Continued work with areas across the college on a wide variety of printing projects and needs. Examples include:

- Internal design projects, such as departmental window and door signage, employee wellness promotion, t-shirts and promotional items, etc.
- Copies printed in August and September 2022: 254,031
- Items printed in August and September 2022 using the wide format copier (banners, signage, etc.): 437



Updates for

DENNIS A. WICKER CIVIC & CONFERENCE CENTER

During the months of August and September 2022, the Dennis A. Wicker Civic & Conference Center has averaged approximately 70 events per month.

- Awards banquet, concerts, conferences, convocation, family reunions, graduations, meetings, quinceaneras, wedding expo, and more!
- Over 300 individuals attended the Triangle Business Journal “Corridors of Opportunity” event
- The facility is developing an information and promotional packet that will be mailed out to potential clients

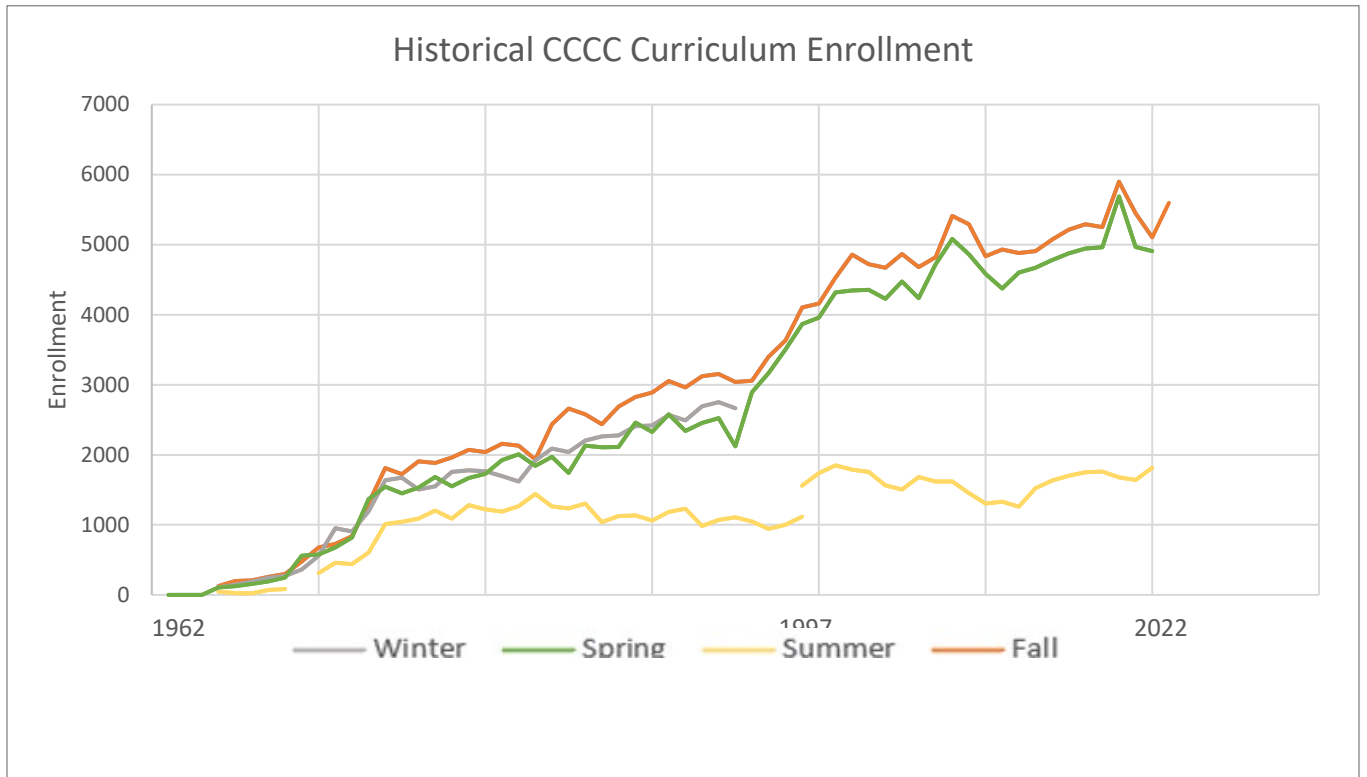




BOARD OF TRUSTEES
STUDENT & ACADEMIC SUPPORT
SERVICES COMMITTEE
Navigate Agenda

Date of Meeting:	October 31, 2022	Time: 9:00 am	
Committee Members: Pat Kirkman, Chair Gladys McAuley Jan Hayes			
Consent Agenda Items			
For Information Only			
<ol style="list-style-type: none">1. Student Records and Registrar's Office Updates2. Student Onboarding and Success Updates3. Academic Advising and Transfer Updates4. Institutional Research Updates5. Navigate Updates6. Onboard and Advising Divisional Updates			

Student Records and Registrar's Office Updates



NOTES: NCCCS adopted semesters in 1997, ending winter terms; beginning Fall 2001, the fall term is the beginning of each academic year instead of summer.

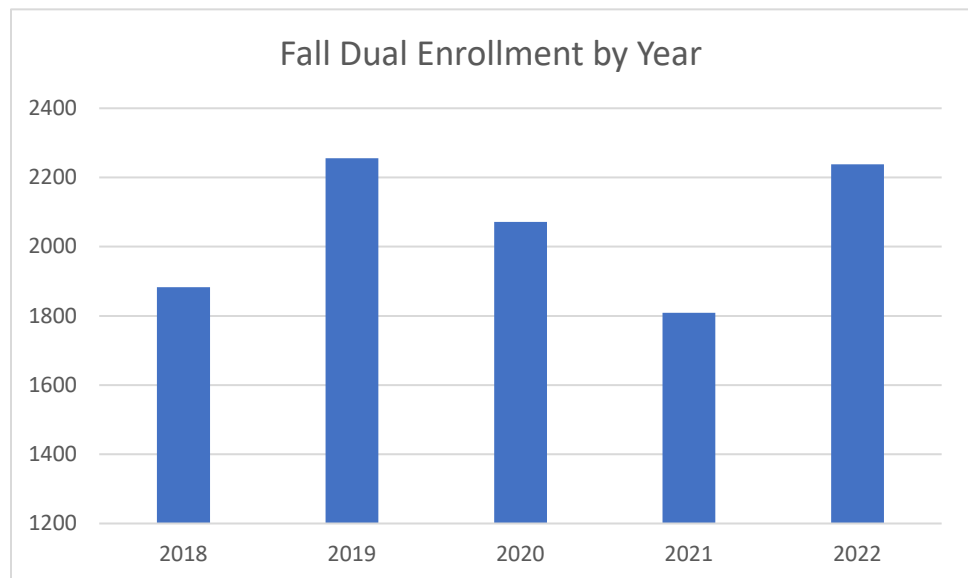
Enrollment and Retention overview

- **Summer 2022 enrollment (1814): +10.3%; second highest summer enrollment**
 - Top enrolled programs SU22:
 - Associate in Arts
 - Special credit (non-degree seeking)
 - Associate in Science
 - Early childhood preschool certificate
 - College Transfer Pathway (dual enrollment)
 - Associate in Arts (early college)
 - Business Administration
 - Cosmetology
 - Pre-nursing

- **Fall 2022 enrollment** (estimated 5597): +9.4%; second highest fall enrollment. For comparison, Virginia community colleges are up 1.7%; NC community colleges are projected to see a 2% increase.
 - Top enrollment areas FA22 at CCCC:
 - College transfer pathway (dual enrollment students)- 1445
 - College transfer- 1152
 - Public Service technologies- 703
 - Health Sciences- 559
 - Business technologies- 551
 - Pre-Health- 509
 - Industrial technologies- 218
 - Transport Systems technologies- 105
 - Enrollment has benefited from:
 - NC Reconnect
 - Faith-based partnerships in the community, e.g., Horton Park event
 - Red Carpet Registration events in our service area high schools
 - Efforts to make onboarding easier
 - Increased applications: +19% over last year
 - Excellent work by our Student Outreach and Recruitment and Financial Aid teams

Dual enrollment continues to recover from the pandemic.

Dual enrollment represents 40% of CCCC's fall enrollment.



- **Predicted overall SP23 enrollment:** 5275 (second highest spring enrollment)

Anticipated changes that should increase enrollment in the future:

- Improved student communication with the implementation of Slate, a customer service management system
- Realignment and coordination with Onboarding and Advising Division and Student Outreach and Recruitment
- Adoption of Self-Service, which makes it easier for students to register for preferred schedules
- Reduction in registration priorities (easier for students to register soon after they apply)
- Technology to make it easier for transcripts from high schools to be processed more efficiently by the Student Records and Registrar staff
- Continued partnership and outreach efforts to service area high schools

Retention

- Fall to Fall retention: +11%
- Fall retention is currently at 68%
- We are developing a cross-functional group to address retention.

Other updates from the Student Records and Registrar's Office

- We will be able to make transcripts available on each main campus later this semester.

Student Onboarding and Success Updates

(Admissions)

- Health Competitive Admissions programs applications deadlines and notifications are scheduled for spring. Applications will become available for these programs on November 28th.
- Virtual Office Hours have been expanded to serve more students, especially in the evenings.
- We continue to offer New Student Orientation, NSO Live, and Technology Boot Camps.
- The department hosted a La Familia Luncheon to celebrate and recognize Hispanic Heritage Month.
- The department recognized World Mental Health Day on 10/13 on three main campuses where we promoted the “Student Assistance Program” and encouraged students to sign a “Stigma Free Pledge”.
- New Student Orientations in December (for new spring students) will include career community elements.

Staff Updates

- Ashlee Dockery was hired as Assistant Director of Student Advising and Success for HMC.
- Amy Gustavson was hired Assistant Director of Student Advising and Success for CMC.
- Jess Hinsley transitioned to CCP Advisor at Harnett Central/Harnett Early College Liaison.
- We are hiring to replace two open Education Navigator positions at LMC.
- Jeneyah Wells started as a Part-Time Education Navigator working remotely during the evenings.

Career Community update

- We are beginning to roll out programming related to career communities
 - Career communities allow students to “belong” to a career community where people have similar career interests. Career communities also help students who are less certain of a specific program or career but know somewhat what they want to do to explore options, including curriculum and continuing education.
 - Two faculty teams are working on making career communities more understandable to entering students and offering program options, social events, and other career community activities across the college.



Academic Advising and Transfer Updates

- National Advising Day events on all three campuses
- National Transfer Student Week was celebrated in mid-October, with multiple universities available on campus to answer student questions.
- Ten universities have visited this fall, including visits to Harnett and Chatham
- Improved advising processes (EVAL functionality in Colleague to evaluate potential graduates, Self-Service)
- Monthly advising professional development for advisors
- A new advising tool has been developed to assist with RISE Math and English placement. The tool is live and being used and will continue to be modified.

Institutional Research Updates

- IR has received over 70 data requests this quarter
- IPEDS surveys have been completed for Fall 2022. These include Institutional Characteristics, Completions and 12-Month Enrollment.
- Several annual surveys have been administered or are currently open including the Applied but Did Not Enroll, Enrolled Student Satisfaction, Employer Satisfaction and Graduate Satisfaction surveys. High level overviews will be provided to President's Council for review and further investigating.
- The FFNC program has been run and the results shared with appropriate parties. This information assists advisors in identifying their advisees who may be finishing, or close to finishing a credential with CCCC.
- A new grade distribution dashboard has been developed for deans and department chairs. This allows them to review trends and grades by course, faculty, or term for their areas. This design provides department chairs with access to detailed final grade information for their areas only.

NAVIGATE Updates

(Title III grant, focused on onboarding, advising, and retention)

- Closed out year 1 on September 30. Strategic planning has occurred for year 2. Expended <40% of budget for year 1 due to the very beginning of technology implementation, but unspent funding will be rolled over to year 2.
- We continue to work with Ferrilli to implement our new CRM- Slate by Technolutions.
- Self-Service, launched on August 12th, has been implemented and improvements and adjustments continue to be made. This tool, along with others, has changed the way students are able to access information, register for classes and create their academic plans. We worked with IT, Business Office, Student Records and Registrar's Office, Financial Aid, Student Learning, and senior administration to clean up data in Colleague, give students more (and easier - password reset) access to their information, and update processes.
- We have worked to improve tracking and reporting of Work-Based Learning opportunities; offering additional WBL opportunities is an element of the Title III grant.
- To clarify student-facing communications and to facilitate students contacting the appropriate offices...
 - Admissions is now Student Onboarding and Success
 - The Registrar's Office is now Student Records and Registrar
 - Revised new student checklists and processes to make them simpler to follow
 - Developing a new training manual for Education Navigators

Onboarding and Advising, Divisional Updates

- Held first official all-day retreat on 9/23 with overwhelmingly positive results - lots of progress towards boosting division morale, improving communication and collaboration, developing ideas for improvements
- Holding first joint division meetings with Student Learning and bimonthly division roundtable discussions in October and November
- Multiple members of the division not only attended but presented at the North Carolina Community College System Conference in early October. CCCC was well represented!
- Multiple trainings and events have been offered to support new procedures: Fall 2022 Welcome Week, Faculty PD Day, CCP/EC Career Coaches, Advising Lunch-n-Learn, Student Onboarding and Success



BOARD OF TRUSTEES
STUDENT & ACADEMIC
SUPPORT SERVICES COMMITTEE
STUDENT SERVICES DIVISION
AGENDA

Date of Meeting:	October 31, 2022	Time: 9:00 AM	
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Committee Members: Pat Kirkman, Chair
Jan Hayes
Gladys McAuley

Full Board Agenda Items

Consent Agenda Items

For Information Only

1. Athletics, Fall 2022
2. Student Activities, Fall 2022
3. Financial Aid, Fall 2022
4. Student Onboarding and Outreach/Recruiting, Fall 2022
5. Security, Fall 2022
6. Library, Fall 2022
7. College Access Programs, Fall 2022

Athletics, Fall 2022

Volleyball- finished up the regular season on Thursday and finished with an 8-10 overall record and 7-3 in Divisional play. The team locked up the 2 seed for the conference tournament that is set for this Saturday, October 22nd at Rockingham CC. They will play the winner of Rockingham CC and Southwest Virginia CC in a semifinal match. Game times have not been sent out yet.

Cross Country- They competed against all four year universities this weekend at the USC Upstate Invitational in Spartanburg. They went to that meet to get a look at the course that our Region Championship will be run at on October 29th. They have a good shot at winning a DIII region championship again this season.

Golf- finished up our fall season last week at our home tournament. They finished 4th out of 7 teams but have been very pleased with our performance in the fall. They won their first tournament ever at the Storm Invitational on September 26-27. They will be practicing sparingly over the next few months and will pick back up in January for the spring season.

Men's Basketball- They have their Blue/White scrimmage game on Tuesday night, October 18th and then their first official scrimmage on Friday night, Oct. 19th at Fayetteville Tech CC. They will host one more scrimmage on October 24th before opening the regular season at Louisburg College on November 1st.

Women's Basketball- They had their first scrimmage game at home this past Saturday, which was hosted at St. Andrews University. They have one more scrimmage before opening the regular season at home against Louisburg College on November 1st at 6:00.

The new bus has been delivered and is going this week to get the College name and Logo put on at VLO Signs.

Student Activities, Fall 2022

Upcoming Activities and Events:

- **Trunk-or-Treat**
 - Harnett Main Campus: October 25th
 - Chatham Main Campus: October 26
 - Lee Main Campus: October 27th

- **Angel Tree Program**
 - Student Applications Open: October 19-November 4
 - Angel Adoption Open: November 9-22
 - Gift Drop-Off: December 1-2
 - Gift Pickup: December 13-14

Fall Fest information will be coming soon from the Student Government Association.

Financial Aid, Fall 2022

FAFSA's Rec'd: 3,617

Awarded: 2,378

Awarded and Enrolled for CU: 1,665

Total Aid Awarded (all aid sources): \$18,191,300

Total Aid Disbursed: \$4,119,349

VA Educational Benefits Update

Currently there have been approximately 230 Military Affiliated processed to receive VA Educational Benefits for the Fall 2022 Term. 88 of these are new to CCCC this term. If they stay on track 52 will graduate either at the end of the Fall 2022 or Spring 2023 terms. The most popular Associate Programs are the Associates in Arts, Associates in Science, Business Administration and our General Occupational Technology – Pre-Health Sciences Programs. In the Diploma and Certificate level credentials, the Automotive Programs, Motorcycle Mechanics, Welding and Basic Law Enforcement Training Programs are the ones that many Military Affiliated students are enrolled.

Student Onboarding and Outreach/Recruiting, Fall 2022

DATA-INFORMED PROGRESS

- Followed up with fall De-Reg List (193 of 422 re-enrolled)
- Follow Up With fall 2022 Applied Not Enrolled list
- Johnston County CACRAO Outreach (South Johnston HS, West Johnston HS, and Cleveland HS)
- Wake County CACRAO Outreach (3,000 students)
- Chapel Hill CACRAO Outreach (200 students)
- Alamance County CACRAO Outreach (500 students)
- Randolph County CACRAO Outreach
- Holly Spring HS Career Night (125)
- 20 Individual Campus Tours
- Chatham Church Group Presentation (20)
- Meet & Greet with all Service Area HS Guidance Counselors
- Central Carolina Academy Group Tour (20)
- Cape Fear Festival (Lillington) (500+)
- Back To School Event at Horton Park
- Lee County Regional Fair (5 nights) (1,000+)
- Virtual Onsite Admissions (2)
- Youthbuild Campus Tours (12)
- CCCC Student Ambassador Training
- GED/AHS Graduate Follow Up. Promoting FREE 3-hr class credit
- AVISO follow up, Helped provide students money that needed tuition assistance for 2022 fall semester.
- Promotion of 12 week and 2nd 8-week classes
- De-registration List payment assistance for 2022 fall semester
- Over 600+ emails/texts and follow up from Ask CCCC and Enroll@cccc accounts
- Outreach to 2022 fall applicants regarding scholarships, transcripts, deadlines, etc
- Title 3 Steering Committee Planning

Fall Apps as of October **14th, 2021**: 4,336 apps and 2,390 new student registrations

Fall Apps as of October **13th, 2022**: 5,182 apps and 2,783 new student registrations

+846 apps and +393 registrations

New Student Outreach & Recruitment CTE Coordinator, Ellie Mummert began September 1^s.

Campus Security, Fall 2022

Provided security support for May Graduations
Provided security support for Summer Graduation
Provided security and parking assistance for Manufacturing Day Event

Replaced AED Batteries at Chatham Main

Completed CCCC Annual Security Report & US Dept. of Ed Campus Safety & Security Survey

NHO Campus Security & Safety Presentation

Completed Vet Med Access Control Card Issuance and Database Updates

Attended Security RFP Discussions
Attended Site Directors Training meeting
Attended Security Service RFP Pre-Bid Meeting
Virtual Behavioral Assessment Team Meeting
Virtual Security & Discipline in Chatham County Meeting

Webinars:

Preparation, Training, Technology & Intervention of School Intruders
Addressing Active Lethal Threats on Campus
Active Shooter Preparedness
Workplace Violence
Active Shooter: Prepare to Respond, React and Recover
Are You Prepared? An All-System Approach to Preparing for an Active Shooter

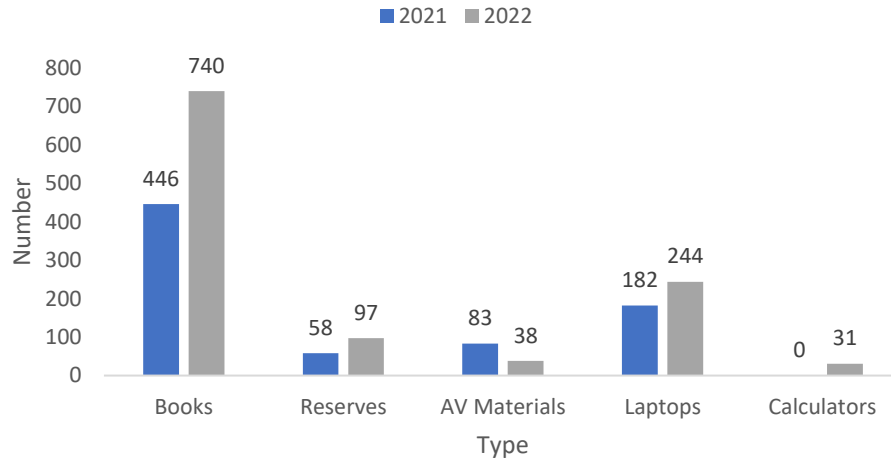
Completed CCCC Training:

Security Awareness Foundations
Security Awareness Fundamentals

Library, Fall 2022

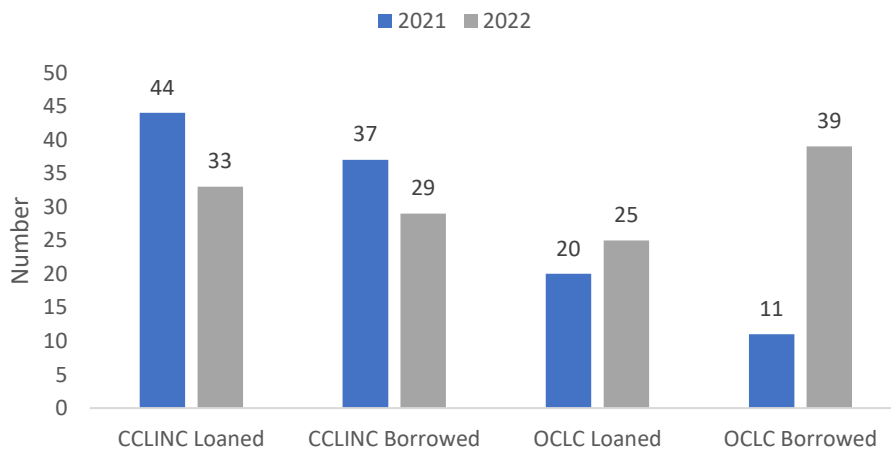
July – September

Circulation of Library Materials



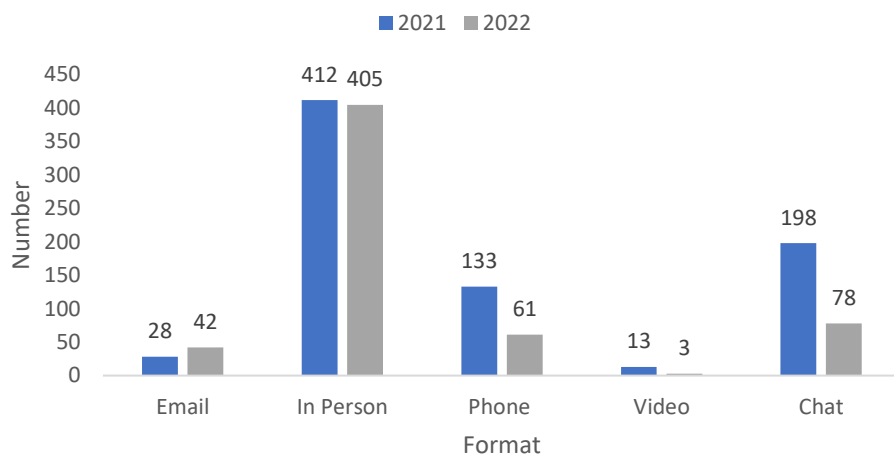
Circulation numbers overall have **increased by 50%** year over year. AV materials (Audiobooks & DVDs) **decreased by 5%**. All other materials **increased by 62%**.

Interlibrary Loan



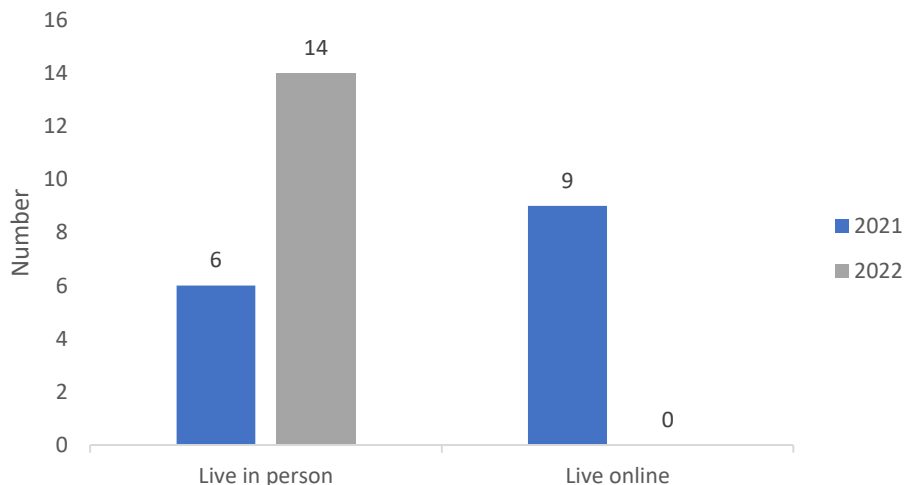
Total materials loaned through Interlibrary loan **decreased by 25%** year over year. Total materials borrowed through Interlibrary loan **increased by 42%** year over year.

Library User Interactions

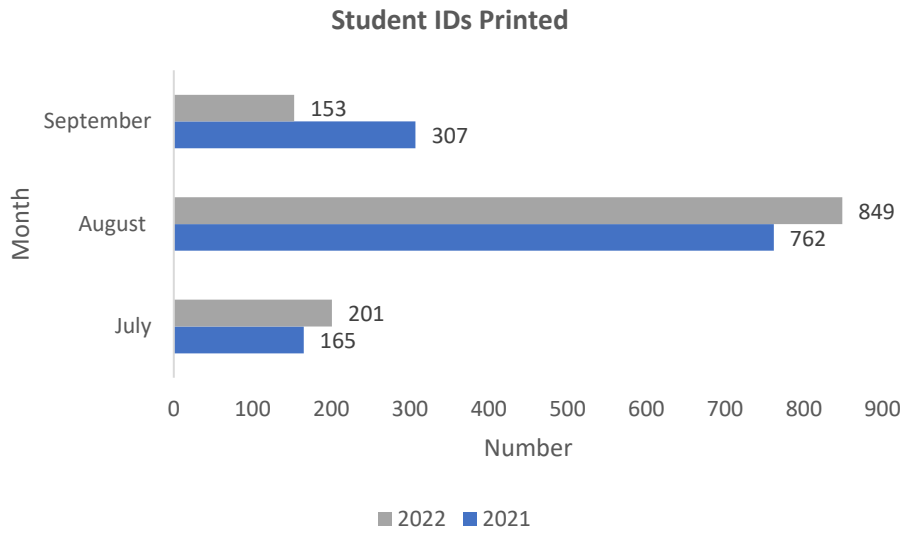


Total interactions with students **decreased 25%** between the months of July – September of 2021 and July – September 2022. In person interactions remained relatively flat between the same periods, while Chat and Phone interactions **decreased by 58%**. Due to a staff shortage, we supplemented our after-hours Chat Reference Service to include daytime coverage in February – 2022. We will begin staffing the daytime hours on November 1.

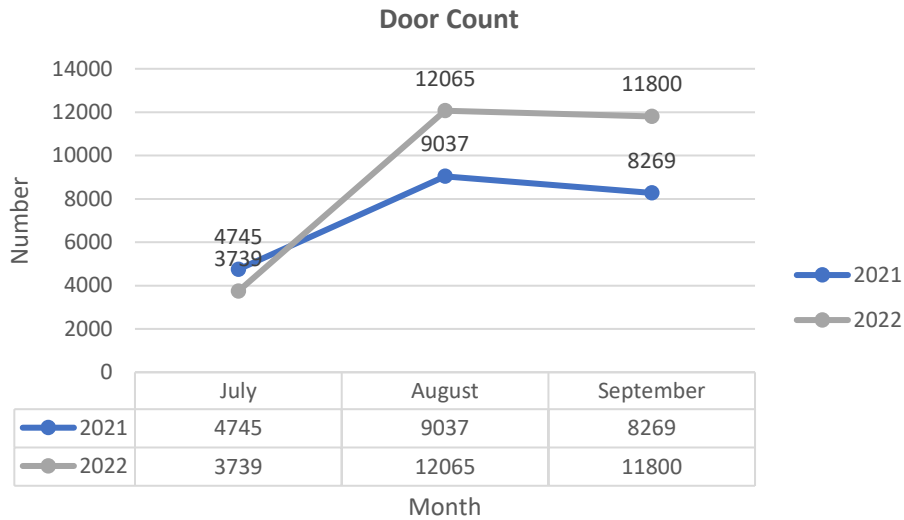
Live Library Instruction



Total live instruction sessions **decreased by 7%** between the months of July – September of 2021 and 2022. Live in person instruction sessions have **increased by 100%**. (Online Embedded numbers are reported for a full semester. Fall Embedded instruction will be reported in the January 2023 report.)



The total number of student ID cards printed **decreased by 25%** between the months of July – September 2021 and July – September 2022.



The gate count increased by 25% year over year. Due to a counter issue that resulted in data loss at LMC, we had a **21% decrease** in the number of people counted in July 2022.

College Access Programs, Fall 2022

TRIO Student Support Services

- Funded to Serve Number Status
 - Classic: 122 - 18 more to reach 100%
 - STEM: 84 – 36 more to reach 100%
 - Last date of program enrollment August 31st*

- Activities
 - Completed
 - Fall Orientation and Welcome Back (All three Campuses)
 - LMC- 21 students attended
 - HMC- 3 students attended
 - CMC- 1 Student attended
 - Mystery Dinner and Tour of State Capitol -17 students attended (Saturday event)
 - Collaborative Financial Literacy and Life skills workshop with Culinary Department entitled “Cooking on a Budget”
 - Transfer Trip- UNC Pembroke
 - Campus tour along with transfer presentation, Dining Hall experience, and Colligate Football game
 - Upcoming
 - State Fair - October 22nd
 - TRUNK or TREAT – outreach events
 - Transfer Visit - October 25th
 - NC State – The Associate Director of Transfer Admission set up times to meet with SSS students individually
 - A Christmas Carol – Collaboration with Bianka Stumpf and ACES program December 2nd
 - Monthly Retention Check in Breakfast starting on CMC on October 26th

- Grant Aid Disbursements
 - Classic Program a total of 9 students received Grant Aid at \$5850.00
 - STEM- Health Sciences a total of 7 Students received Grant Aid at \$4550.00

Upward Bound Classic & Upward Bound Math & Science

Who We Serve

- We serve students between 13-19 years old, identified as first generation, low-income, and in need of academic support by the department of education. Our target schools are Lee County High School, Southern Lee High School, Harnett Central High School, Western Harnett High School, Overhills High School, and Triton High School.
- Upward Bound Lee: Funded to serve 60 students annually
- Upward Bound Harnett: Funded to serve 60 students annually
- Upward Bound Math & Science: Funded to serve 62 students annually

Current Activities

- FAFSA Nights
 - Lee County: October 4th
 - Harnett County: October 11th
 - Number of Participants: Approximately 20
 - Purpose: Support and assist seniors with completion of the FAFSA
 - **Required Service #4:** Provide information on Federal financial aid, help with completing the FAFSA
- October In-School Visits with Participants
 - Southern Lee: October 18th
 - Triton: October 19th
 - Harnett Central: October 20th
 - Western Harnett: October 25th
 - Overhills: October 26th
 - Lee County: October 27th
 - **Required Service:** Academic advice and assistance in secondary and postsecondary course selection
 - **Program Objective #3:** Academic performance
 - **Program Objective #5:** Secondary school retention and graduation
- Mindfulness Monday
 - Date: October 17, 2022
 - Location: Virtual (Zoom)
 - Number of Participants: TBD
 - Purpose: Session will discuss teens ending the silence about struggling with mental health. Resources utilized will be the National Alliance on Mental Illness
 - **Competitive Preference Priority 2:** Meeting Student Social, Emotional, and Academic Needs
- Saturday Academic Academy Session
 - Date: October 22, 2022
 - Location: Dennis A. Wicker Conference Center
 - Number of Participants: Approximately 80

- o Purpose: Academic and Cultural Enrichment will include a training in proper etiquette and protocol
- o **Competitive Preference Priority 3:** Strengthening Cross-Agency Coordination and Community Engagement to Advance Systemic Change
- ACT Test Preparation
 - o Date(s): Bi-weekly
 - o Location: Virtual (Zoom)
 - o Number of Participants: Approximately 40
 - o Purpose: Prepare juniors for college entrance examinations
 - o Program Objective #4: Standardize Test Proficiency
- College Tour
 - o Date: Tuesday, November 8, 2022
 - o Location: Appalachian State University
 - o Number of Participants: Approximately 10
 - o Purpose: Providing exposure and access to explore a state university that is out of the student's immediate community. Opportunity for on site admissions and academic enrichment.
 - o **Required Service #2:** Academic advice and assistance in secondary and postsecondary course selection

Fall 22 Accomplishments

- 11 students have successfully submitted a college application
- 3 students have been accepted to a college or university
- Enrollment/Recruitment Data
- Harnett Central Lunch 9/8
- Southern Lee Lunch 9/12
- Cape Fear Fest 9/24
- Lee County Lunch 10/13
- Southern Lee College Application Week day 10/17/2022
- Current Enrollment Percentage of Funded to Serve:
 - o Upward Bound Lee: 88%
 - o Upward Bound Harnett: 78%
 - o Upward Bound Math & Science: 69%

Professional Development and Training

- NC Trio 2022 Fall Conference
 - o Date(s): November 7 – 9, 2022
 - o Location: Charlotte, NC
 - o Director and Administrative Assistant will be attending
- SAEOPP Best Practices Hybrid Event
 - o Date(s): October 31st – November 2nd
 - o Location: St. Petersburg, FL
 - o Program Coordinator will be attending
- Mental Health First Aid Training

- o Date(s): TBA
- o Location: Virtual
- o All staff will be attending

Veterans Upward Bound

Overview of VUB's 5th Year: 10/1/2022-9/30/2022

- We served 120 participants during this grant year, which is 96% of our funded to serve number (125).
- We served 7 more participants than in 2020-21 (113) and 5 more participants than in 2019-2020 (115).
- We served 88 first generation, low income veterans (73% of our participants). This exceeded our $\frac{2}{3}$ required number, which was 84 out of 125. The remaining participants were a combination of first generation, low income, and/or academic risk.
- We had 87 continuing participants from 2020-21. We were able to re-engage with 84 of them (almost 97%).
- We successfully recruited 36 new veterans into the VUB program.
- We were successfully refunded for the next grant cycle (2022-2027) by the Department of Education. We are still the only VUB in North Carolina, and one of about 60 VUBs nationwide.

August/September 2022:

- We served 38 unique participants in August, and 27 unique participants in September.
- We provided 61 unique services for participants in August, and 55 unique services for participants in September.
- We celebrated our graduating and continuing participants at a Career Success and Awards Banquet on Thursday, September 29, 2022.

Group activities completed to support objectives during August and September of 2022:

Aug	Event	Day/Time	Location	Description
	Back Pack Drive/Study Skills - LMC	8/5; 11am-1:00pm	DAWCC	Outreach/Study Skills
	Back Pack Drive/Study Skills - WTCC North	8/22 11am-1:00pm	WTCC - North	Outreach/Study Skills
	Back Pack Drive/Study Skills - HMC	8/4; 11am-1:00pm	HMC	Outreach/Study Skills
	Johnston County CIT Training	8/8; 9:15am-9:50am	JCC	Presenter: Jen Servi-Roberts
	Education Panel for Greater Triangle VMFA	8/9; Lunch at 12; panel at 1pm	Wake County	Presenter: Jen Servi-Roberts
	Guest Speaker at Lee County Veterans Council	8/11; 6pm	VFW Sanford	Presenter: Jen Servi-Roberts
	Lillington: Cars and Coffee	8/20; 10am-1pm	Lillington	Outreach
	Computer Class: Microsoft and Google	8/30-9/8; 6-8pm; TuTh	LMC	Refresher Course
	Peer Mentoring @ the MARC	8/23; 9am-10:30am	LMC	Peer mentoring
Sept				
	Strike Out Suicide Woodpeckers Game	9/9/2022	Segrea Stadium	Cultural Immersion Activity
	Army Reserves Family Day	9/10/2022; 9am-3pm	Knightdale	Outreach
	Peer Mentoring @ the Veterans Zone (WTCC North)	9/13; 9:00-10:30am	WTCC - North	Peer Mentoring
	Peer Mentoring @ the MARC	9/13; 9am-10:30am	LMC	Peer Mentoring
	Study Skills Workshop	9/13; 2-3pm	WTCC - North	Instructor: Anthony Farrior
	Whole Vet Event	9/17/2022; 1:00pm-3:00pm	Lillington	Outreach
	Hispanic Heritage Month Wellness Event	9/19/22; 6:00-8:00pm	HMC	Cultural Immersion Activity
	Google Docs/Microsoft Computer Workshop	9/27/22; 3:00-5:00pm	JCC	Skill-building workshop

	Peer Mentoring @ the MARC	9/27; 9am-10:30am	LMC	Peer Mentoring
	Banquet/Career Networking Event	9/29/2022	DAWCC	Celebrate VUB exits/successes; career coaching

Job Corps Scholars Program

Who We Are/Serve

- The Job Corps Scholars Program is a demonstration granted (experimental grant) funded by the Department of Labor.
- We serve individuals, ages 16 to 24, from low income backgrounds who have already received their high school diploma or equivalency and are now seeking to earn an in-demand, industry recognized credential(s) in 12 months or less.
- We provide counseling services, both personal and employment, to support and facilitate each student's success.
- Once they have received their credentials, we provide job placement assistance and/or assistance with continuing their postsecondary education, joining the US military, or entering into an apprenticeship.
- We provide full financial assistance for tuition, fees, and any required course materials; as well as, financial assistance for childcare and transportation costs.
- Participants also have the opportunity to earn stipends and bonuses while they are actively in their courses, up to \$400 a month.

Program Updates

- We are currently enrolling our last cohort of students; recruiting for short term training programs only.
 - Examples of short-term trainings include, industrial manufacturing, construction, Nurse Aide, Phlebotomy Technician
- The grant will conclude on 09/30/2023

Current Activities

- Fall 2022 Workshops

Workshops are facilitated by a JCS Counselor, most often occurring twice a month, designed to equip students with skills in areas of academics, financial literacy, cultural awareness, communication, etc.

- o Time Management
- o Self-Care/Stress Management
- o SMART Goals
- o Introduction to CCCC's Career Center
- o Email Etiquette
- o Self-Advocacy
- o CCCC Resources
- o Essential Skills
- o Test Taking Strategies

- Fall 2022 Monthly Meet-Ups

Monthly Meet-Ups most often occur twice a month, an hour in duration, with short topic discussions facilitated by a JCS Counselor. They are a time for JCS Participants to come together to learn and have open discussions with one another. It is a time for them to get to know each other and have some fun!

- o “Do you know how to contact your JCS Counselor, CCCC Educational Navigator, and/or Instructor(s)?”
- o “What are your Semester Expectations?”
- o “How’s the start of the Semester Going?”
- o “It’s Hispanic Heritage Month!”
- o “Honoring Indigenous People”
- o “Thankfulness”
- o “End of Semester Celebration”

- Fall 2022 Experience Events

Experience Events (Cultural Experience Event OR Leadership Experience Event) most often occur twice a semester and are facilitated by a JCS Counselor and/or CCCC faculty/staff member. They are a time for JCS Participants to come together to learn and grow in their

understanding of themselves and the world around them.

- “Introduction to Mindfulness”
- “What is Your Color (Personality Type)”
- Gingerbread House Competition (various Holiday traditions discussed, including the history of the gingerbread house)

Enrollment/Recruitment Data

- Currently serving, OR have served, 70 participants
 - o Grant directive/goal: 80 students (minimum)

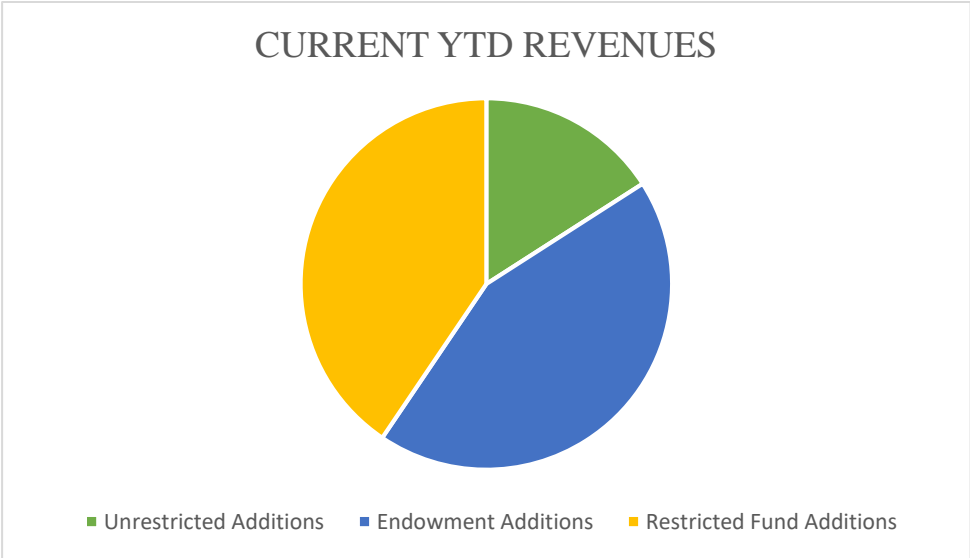


BOARD OF TRUSTEES
STUDENT & ACADEMIC SUPPORT
SERVICES COMMITTEE
Foundation Agenda

Date of Meeting:	November 1, 2022	Time: 9:00 am	
Committee Members: Pat Kirkman, Chair Jan Hayes Gladys McAuley			
Consent Agenda Items			
Receive Revenue Report			
Full Board Agenda Items			
Honorary Degree for Mr. Phil Bradley			
For Information Only			
Director's Report			

Revenue Report
July 1 - September 30, 2022

DESIGNATIONS	First Quarter	Current YTD
Total Unrestricted	37,121.00	37,121.00
Restricted		
Endowment Additions	101,518.31	101,518.31
Other Restricted Funds	94,479.41	94,479.41
Total Restricted	195,997.72	195,997.72
TOTAL REVENUES:	233,118.72	233,118.72



*Submitted by Dr. Emily C. Hare
Executive Director*

Foundation – Honorary Degree for Mr. Phil Bradley

During the October 12th board meeting of the CCCC Foundation, the board discussed and proposed an awarding of a honorary degree for Mr. Phil Bradley. It was unanimously passed to send the idea on to Dr. Chapman to present to the Board of Trustees.

The thoughts from the board was based upon Mr. Bradley's decades of service to the CCCC Foundation Board. Mr. Bradley was one of the original members of the Foundation Board and served for over 30 years. During his time on the board, he served in various roles including the Chair of the Board. He was also the lead in starting the successful Lee County Golf Classic in which he chaired for the entire time he was on the board. This has raised over \$500,000 in unrestricted funding for the Foundation.

Mr. Bradley was an outstanding Board Member who gave of his time, talent and own monies to ensure that CCCC's students were receiving the financial assistance they needed to succeed.

The motion was made by Bobby Powell and seconded by Julian Philpott.

Director's Report

CCCC Foundation Director's Report

Please help us thank these generous donors for their support!

First Quarter Gifts of \$500 or More

AAUW-ODC

Astellas Gene Therapies

Bankers Insurance

Boom Edam *

Jeannette G. Cameron **

Arnold Carter, Jr. *

Dr. Steven R. Carter *

Central Carolina Hospital – *A Duke LifePoint Hospital*

Dr. Lisa M. Chapman *

City of Sanford Board of Alcohol & Beverage Control *****

Sue Clark ***

Larry and Anne Collins **

Ray Covington

Enterprise Risk Management

P.R. Faulk Electrical Corporation

First Bank – *Sanford* *

First Health of the Carolinas

Friends of NCVMA *

Frontier Spinning Mills *

Fruit of the Spirit Ministry **

Frank Gillette **

Frank M. Gilliam, Jr. **

Dr. George R. Grant, Jr.

Joseph Gollus *

Judith H. Hallman

Steve Heesacker

L.B. and Virginia Hester Estate **

Hobbs Architects

Hurricane Region Porsche Club of America **

Industrial Finishing Specialists

Julia G. Jacobs **

Velner S. Jones Estate ***

John and Patricia Kirkman **

Director's Report

Ich-Kien Lao ***

Lee Brick & Tile Company

Lee-Moore Capital Company

Linda K. McDuffie *****

Merrill Lynch – *Gordon Richardson*

Gary and Linda Moore **

Moore County Kennel Club **

Nomar's Kennel – *Nona Burrell**

The Normann Financial Group *

Michael and Elsie Novak *

Barbara Perry *****

Pfizer **

Julian and Cynthia Philpott *

Pittsboro Kiwanis Club ***

Bobby and Linda Powell

Sanford Area Growth Alliance *

Sanford Contractors

Sanford Dermatology Patients

Sanford Real Estate

Sauls of NC House

Ellen Silverman

Drs. J. Keith Smith and Lisa Jones *

Tatum Builders

Truist

Wilson, Reives, Silverman & Doran, PLLC*

C.J. and Heather Winslow *

** \$1,000 or more*

*** \$2,000 or more*

**** \$5,000 or more*

***** \$10,000 or more*

****** \$20,000 or more*

Submitted by Dr. Emily C. Hare
Executive Director



BOARD OF TRUSTEES

STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

Institutional Advancement Agenda

Date of Meeting:

October 31, 2022

Time: 9:00 am

Committee Members: Pat Kirkman, Chair
Gladys McAuley
Jan Hayes

Consent Agenda Items

Approve Grants and Strategic Initiatives: In Progress

Full Board Agenda Items

For Information Only

1. Grants and Strategic Initiatives Highlights
2. SACSCOC Correspondences
3. Strategic Plan Updates

Grants and Strategic Initiatives: In Progress

Funding Source	Project Name	Funding type	Requested Amount	Description
Submitted				
U.S. Department of Agriculture	STEM AP	Federal	\$9,000,000	The proposed project, Advancing Equitable Agriscience Pathways through the Juntos National Consortium and STEM AP, is a transformational, interdisciplinary, collaborative project focused on narrowing the Latinx/Hispanic representation gap that exists in comparison to the White STEM workforce by providing access to agriculture pathway experiences that breakdown the stereotypes among the Latinx community towards Ag Sciences. The National Juntos Consortium (NJC) will provide the existing fourteen Juntos states and Extension professionals with engagement and leadership in DEIA, education, and research work while accessing the voices of the Juntos student and family experience. Led by North Carolina State University (NCSU), this research, education, and extension project will improve STEM participation, persistence, and career readiness among Latinx youth in North Carolina and Washington State, ultimately scaling to other states.
Anonymous Foundation	Moore Center - Project Manager	Private	\$495,000	The Moore Solutions Center was made possible by Lee County’s purchase of a 22-acre former manufacturing facility. Funding is needed to complete the transformation from a vacant facility to a one-of-a-kind, world-class education center—the largest facility in the state focused on addressing the workforce needs of advanced manufacturing and biotechnology. CCCC is requesting \$495,000 to fund a construction project manager to oversee the renovation.
National Science Foundation - ATE	National Engineering and Vehicle Technology Exchange (NEVATEX)	Federal	\$125,000	Subaward through Central Oregon Community College (COCC) project. CCCC in collaboration with COCC, has identified the equipment needed to start a Electric Vehicle Certificate in Automotive Systems Technology. The college plans to purchase NXTGen’s Bumper-to-Bumper diagnostic equipment, package along with oscilloscopes, voltmeters, and hand tools. With the development of this and other new programs, CCCC is

Submitted by Meghan Reece Brown
 Executive Director, Institutional Advancement

				committed to increase the participation of women and underrepresented groups. Messaging related to this certificate will reflect the goals, values, and expectations of these groups, and will be gender and culturally inclusive. The progress of students from these demographics will be monitored, and strategic interventions will be used to promote success and retention.
NC DOT	Enhanced Mobility of Seniors & Individuals with Disabilities - Section 5310	State	\$60,000	This program provides transportation funding through COLTS, HARTS, and CTN for students with disabilities to get to training.
Truist	Food Bank Workforce Development Program	Private	\$50,000.00	Funding to support scholarships, wrap-around supports, and programmatic costs to support a CDL pathway through the Food Bank of Central and Eastern NC.
Duke Energy Foundation	Workforce Development Program	Private	\$50,000	The CCCC Career Corps will provide financial assistance to individuals seeking short-term credentials required for in-demand, local careers, thereby breaking down barriers to educational pathways leading to quality jobs with family sustaining wages. Funding will be used to provide tuition and supportive services to these students, based on their individual needs. This includes support for transportation, childcare and similar expenses that might prohibit individuals from pursuing educational pathways.
National Endowment for the Arts	Grants for Arts	Federal	\$30,000	Through an artist in residence program, this project will create three public works of art, one in each of Central Carolina Community College's rural service area counties. Through this project, CCCC seeks to help build community and promote healing by creating shared artistic experiences for the area's 277,993 residents.
Galloway Ridge	CCCC Career Corps	Private	\$10,000	The CCCC Career Corps will provide financial assistance to individuals seeking short-term credentials required for in-demand, local careers, thereby breaking down barriers to educational pathways leading to

Submitted by Meghan Reece Brown
Executive Director, Institutional Advancement

				quality jobs with family sustaining wages. Funding will be used to provide tuition and supportive services to these students, based on their individual needs. This includes support for transportation, childcare and similar expenses that might prohibit individuals from pursuing educational pathways.
United Way	Dreamkeeper Fund	Local	\$10,000	The Dreamkeeper Program provides just-in-time grants for students who face potentially derailing financial hardships.
Pfizer	Community Giving Initiative	Private	\$15,000	Funding for short-term training programs and youth summer camp scholarships to increase pipelines for high demand careers in the service area.
Harnett County Arts Council - ARPA	Academic and Cultural Enrichment Series	Private	\$5,650	Requested funding will allow CCCC to host a series of arts programs in Harnett County, celebrating black history and black artists in March 2023.
Food Lion	Food Lion Feeds	Private	\$10,000	The Ruby McSwain Cougar Market, CCCC's on-campus food pantry, aspires to support student success by ensuring no student goes hungry because of a lack of income or access to food. The Cougar Market is stocked with snacks and meal items to temporarily alleviate immediate food insecurity for students and their families. In cases of persistent lack of access to food, the Cougar Market works with students to connect them to appropriate community resources.
PERC	HVAC Propane Equipment	Private	\$10,000	With the Technical School Grant Program, CCCC will give students enhanced, real-world experience with propane, and better prepare them for the jobs of tomorrow. This funding will be used to acquire specific propane tools and equipment that will enhance hands-on learning.
Pending				
Department of Labor	YouthBuild	Federal	1,203,000	Funding for DOL YouthBuild Program to serve Sanford and Siler City Youth ages 16-24. 4 month planning period. 2 year program. 12 month follow-up period. This represents CCCC's third funding cycle in this program.
Harnett County Arts Council	ARPA Grant	Federal	\$25,000.00	This project will expand CCCC's ability to offer ACES programming in Harnett County, further providing artistic and cultural activity exposure to individuals who might not otherwise have the opportunity to experience

Submitted by Meghan Reece Brown
Executive Director, Institutional Advancement

				them; building links between curriculum based-learning and cultural experiences; developing well-rounded students; and creating a lifelong learning environment where students and community members can experience artistic/cultural events together, resulting in conversation.
Lee County Arts Council	Grassroots Grants	State	\$1,500.00	ACES Artist Funding: Flamenco Carolina for International Culture Night
Lee County Arts Council	ARPA Grant			This project will expand CCCC's ability to offer ACES programming in Lee County, further providing artistic and cultural activity exposure to individuals who might not otherwise have the opportunity to experience them; building links between curriculum based-learning and cultural experiences; developing well-rounded students; and creating a lifelong learning environment where students and community members can experience artistic/cultural events together, resulting in conversation.
NCCCS - NC Career Coach	Career Coach	NCCCS		The purpose of the NC Career Coach Program is to place community college career coaches in high schools to assist students with determining career goals and identifying community college programs that would enable students to achieve these goals. CCCC is requesting funding for 3 existing career coaches. Requires a local dollar for dollar match. (Based on an estimate of salary and benefits totaling \$ 79,164 per coach position, which requires a match of \$ 26,388 per coach, your allocation will be \$ 52,776 per approved coach position.)
Pentair	STEM Academy -Health Sciences	Private	\$10,000	Proposed funding will support a middle-school STEM camp on the health sciences pathways to promote pathway access to underrepresented students.
NCCCS	High-Cost Workforce Program Start-Up Funds	State	\$500,000	The TRuCK CDL consortium will use the funds to higher faculty to support the continued start up of this high-cost program.

Submitted by Meghan Reece Brown
Executive Director, Institutional Advancement

Grants and Strategic Initiatives Highlights:

- **TALKING POINT** – The U.S. Department of Education has announced that Central Carolina Community College is being awarded three federal Upward Bound grants totaling \$4.4 million dollars. In addition, Central Carolina was awarded a federal Veterans Upward Bound grant totaling \$1.5 million dollars. Three of these grants received a perfect score in their funding proposals.
- **FOR YOUR INFORMATION** – The Biden-Harris Administration announced the 21 winners of the Build Back Better (BBB) Regional Challenge, an Economic Development Administration grant program funded by the American Rescue Plan. The highly competitive grant competition received 529 applications, from which 60 finalists were initially identified. From this group, the final 21 awardees were selected and will share a combined total funding of \$1 billion to complete 123 individual strategic projects. CCCC is a partner on the winning Accelerate NC – Life Sciences Manufacturing Coalition project. This initiative, led by the North Carolina Biotechnology Center, will receive \$25 million to strengthen its life sciences manufacturing cluster by investing in a more robust pipeline of biotech talent across the state and expanding those opportunities to underserved and historically excluded communities. Specifically, a \$16.4 million award will fully fund NC BioBetter, a project to expand entry-level biotechnology training programs at CCCC and 9 other community colleges across the state. Funding will provide CCCC with \$1.3 million over the next 3 years to support salaries for Bioprocessing faculty and Education Navigators, as well as to procure critical program-related equipment and supplies. An additional \$900 thousand will go to the North Carolina Community College System Office to sustain and support overall consortium activities. The remaining funds will be distributed among the other community college partners.

SACSCOC Correspondance

- On April 28, we sent a letter to SACSCOC seeking permission to close the Certificate in School-Age Care within the Early Childhood Education Program. We received notification from SACSCOC on September 16 that they approved this closure.
- On June 2, we sent a New Program Prospectus to SACSCOC seeking approval for the new Physical Therapist Assistant program. On September 30, SACSCOC sent an email informing us that the SACSCOC Board of Trustees approved the program.
- On October 11, SACSCOC sent a letter stating that our Fifth-Year Interim Report is due September 15, 2023. In the letter, SACSCOC requests that we complete Parts I, II, III, and V of the Fifth-Year Report. We are not required to complete Part IV, which is a Fifth-Year Follow-Up Report. The letter also states that SACSCOC “conducts site visits at the time of the Fifth-Year Interim review, if the institution has established five or more approved off-campus instructional sites since the institution’s last reaffirmation.” Since we have had 10 off-campus instructional sites open since the last reaffirmation, the letter informs us that they will be conducting site visits sometime before November 1, 2023. SACSCOC states that “the purpose of the visit to the

off-campus instructional site(s) is to determine whether or not the institution has adequate personnel, facilities, and resources to operate the off-campus site(s).”

Strategic Plan Updates

CCCC’s strategic plan, Equitable Pathways to Achievable Dreams, continues through 2024. Strategic plan Objective teams continue their work to foster improvements for our six Goals and 18 Objectives. Objective team leaders met with the President’s Council this summer to discuss progress, seek guidance from PC, and refine strategies. Many of the groups found overlap with other objectives, and decided to collaborate.

These strategic plan Objective groups reported on more than 100 data-informed initiatives, strategies, projects, and partnerships that are in various stages of implementation. Over the next year, Institutional Advancement will be working with these teams to align, consolidate, and maximize the effectiveness of each strategy.