

**MINUTES**  
**State Board of Community Colleges**  
**FINANCE COMMITTEE**  
**Thursday, April 20, 2017 - 1:30 p.m.**

**FINANCE COMMITTEE MEMBERS PRESENT:**

Lynn Raye, Chair	Lisa Estep	Robert Stephens *
Janet Lowder, Vice Chair *	Jim Rose	

Attended via Phone \*

Members absent: Treasurer Dale Folwell and Todd Johnson

**OTHERS IN ATTENDANCE:**

Elizabeth Grovenstein	Todd Dunn	Sharon Rosado
Brandy Andrews	Patrick Fleming	Debra Smith
Susan Barbitta	Dorrine Fokes	Bryan Conrad (OSBM)
Debbie Batten	Amanda Foster	Dale McInnis
Carmen Cargill	Cheryl Kaminski	(Richmond CC)
Kathy Davis	Joy Martin	

**WELCOME AND ETHICS STATEMENT**

Mr. Lynn Raye called the meeting to order at 1:33 p.m. in Conference Room 201A. Mr. Raye read the required ethics statement. There were no conflicts of interest.

**ROLL CALL**

Amanda Foster took the roll of the Finance Committee members.

**APPROVAL OF THE AGENDA**

Mr. Raye reviewed the agenda for the meeting as presented. Ms. Estep moved, seconded by Mr. Rose.

**APPROVAL OF THE MINUTES**

Mr. Raye asked for a motion to approve the minutes of the March 16, 2017 meeting as presented. Mr. Stephens moved and Ms. Estep seconded the motion.

**FOR INFORMATION**

**Estimated Receipts (Attachment FC 1)**

Ms. Grovenstein reviewed the March 2017 Estimated Receipts. Ms. Grovenstein stated that receipts through the end of March were approximately \$292.9 million, which is about 85.7% of the budget. Ms. Grovenstein further stated that receipts are down slightly, approximately 2.2%, as compared to last year's benchmark.

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Connect NC Bond Status Report (Attachment FC 2)

Ms. Grovenstein presented the NC Bond Status Report and brought to the Committee's attention that this particular report is generated quarterly and is reported to the General Assembly. The executive summary states that almost 61% of the funds have been approved by the Board and there about 51.4% of the funds used for "New Construction" and 48.6% for "Repair and Renovation".

**FOR FUTURE ACTION**

Allocation for Career and College Ready Graduate Alignment Partnerships (Attachment FC 3)

Ms. Grovenstein acknowledged that this particular agenda item is "For Future Action" and there will be additional information added to the item when it is moved to "For Action" at the next meeting. Ms. Grovenstein began to review the request to approve \$45,000 to be allocated to ten NC Community Colleges, to partner with high schools, to purchase the National Repository of Online Courses (NROC) and fund several additional educational needs. Ms. Grovenstein and Ms. Susan Barbitta proceeded to clarify Mr. Raye and Ms. Lisa Estep's questions pertaining to ongoing funding past the June 30, 2017 deadline.

**FOR ACTION**

Allocation for Virtual Learning Community Centers (Attachment FC 4)

Ms. Grovenstein reviewed the request to approve \$650,000 to renew the funding for three existing Virtual Learning Community (VLC) Centers. Ms. Grovenstein proceed to explain that the funding for these three particular centers provide support for all community colleges throughout the state. Ms. Kathy Davis clarified the different online operating systems and programs the community colleges utilized and the need for each of them, she also addressed why Surry Community College receives more funding than the other two colleges.

After discussion, Mr. Rose motioned for approval, seconded by Ms. Estep.

Service Agreement for Resources for Career and Technical Education Faculty (Attachment FC 5)

Ms. Grovenstein addressed the request for the Board to approve an amount of \$200,000 for a one year contract with the Center for Occupational Research and Development (CORD), for the purposes of maintaining the North Carolina Network for Excellence in Teaching (NC-NET). Ms. Grovenstein referenced Dr. Bob Witchger's notes on how CORD provides professional development for faculty and staff, online teaching materials and resources and online training classes, that allows faculty to participate throughout the state.

Ms. Estep motioned for approval, seconded by Mr. Rose, and the request was approved.

Construction and Property (Attachment FC 6)

Ms. Grovenstein introduced the agenda item and referenced the continued use of the new excel format.

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Project approval was not needed for category A: New (Non-State and Other State funds).

After discussion of project details, Mr. Rose moved, Ms. Estep seconded, and the Committee approved the projects listed on category B: Amended (Non-State and Other State funds).

After discussion of project details, Ms. Estep moved, Mr. Rose seconded, and the Committee approved the projects listed on category C: New (Connect NC Bond Funds)

After discussion of project details, Mr. Rose moved, Ms. Estep seconded, and the Committee approved the projects listed on category D: Amended (Connect NC Bonds)

Project approval was not needed for category E: Final – Close Out (Connect NC Bond Funds) or category F: Acquisition and Disposal of Real Property

**Contract for Enterprise Resource Planning Project (Attachment FC 7)**

Mr. Raye made a motion to go into “Closed Session for Discussing Bids”, and was seconded by Ms. Estep. At that time, system office staff left the room for the Committee members to discuss the contract.

In the closed session, Ms. Lisa Estep motioned for approval of the agenda item, seconded by Ms. Janet Lowder.

Following the closed session, Ms. Estep motioned for approval to return to open session, seconded by Ms. Lowder.

**ADJOURNMENT**

Ms. Estep motioned, seconded by Mr. Stevens and the meeting was adjourned at 2:20 p.m.

Respectfully Submitted,  
Amanda Foster