



## NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

*Peter Hans, President*

23 July 2019

### MEMORANDUM

**TO:** Members of the State Board of Community Colleges  
Community College Presidents  
Boards of Trustees Chairs  
Community College Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Continuing Education Officers, Financial Aid Officers, Personnel Directors, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

**FROM:** Jonathan R. Harris, *NCCCS General Counsel*

**RE:** **Proposed Amendment of 1B SBCCC 200.3 – Establishing Multi-Campus Centers**

The State Board of Community Colleges (“SBCC”) has initiated the rulemaking process to amend **1B SBCCC 200.3 – Establishing Multi-Campus Centers**. The proposed change will clarify which types of instruction can be counted towards enrollment at a multi-campus center for budget FTE purposes. The types of instruction will be defined in a proposed new rule, **1B SBCCC 100.1 – Definitions**.

**The proposed amendment is published on the NC Community College System's website, [www.nccommunitycolleges.edu/sbcccode](http://www.nccommunitycolleges.edu/sbcccode).** For your convenience, a copy of the proposed rule, with the changes indicated, is attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language. Please post a copy of the proposed rule in prominent places so that all individuals affected by the proposed changes will be informed.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits a public comment on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the rule must be received by no later than 5:00 p.m. on 22 August 2019.** Any member of the public has the right to request a hearing on the proposed rules. **Requests for a hearing must be received by no later than 5:00 p.m. on 7 August 2019.** Written comments and requests for hearing shall be directed to the following address: Jonathan Harris, 200 W. Jones Street, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by **email to [publiccomments@nccommunitycolleges.edu](mailto:publiccomments@nccommunitycolleges.edu)**. Thank you for your attention to this matter.

Attachments

**CC19-038**  
**E-mail Copy**



# State Board of Community Colleges Code

## Notice of Proposed Rulemaking Form

Date: 23 July 2019

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Amend 1B SBCCC 200.3 – “Establishing Multi-Campus Centers”
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Specify whether the SBCC proposes to adopt amend, or repeal a rule:

Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Rationale for proposed adoption, amendment or repeal:</b>	Need to revise to reflect the allowable types of instruction for Multi-Campus Center FTE.
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<b>Proposed Effective Date of Rule</b>	October 1, 2019
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1 **State Board of Community Colleges Code**

2 **TITLE 1. COMMUNITY COLLEGES**

3  
4 **CHAPTER B. COLLEGE OPERATIONS**

5  
6 **SUBCHAPTER 200. PROGRAM ACCOUNTABILITY**

7  
8 **1B SBCCC 200.3 Establishing Multi-Campus Centers**

9 (a) Definition. A multi-campus center (“MCC”) is a convenience location in the community  
10 college service area to provide appropriate population and geographic access for  
11 community outreach, testing, faculty and staff offices, as well as literacy, continuing  
12 education, and curriculum instruction. Students may complete certificates, diplomas,  
13 and associate degrees at MCC locations. Comprehensive instructional support  
14 functions including, but not limited to libraries and student development services, are  
15 parts of the operation. An MCC must provide students the opportunity to complete at  
16 least one associate degree at the MCC.

17 (b) Purpose. The purpose of the SBCC’s policy on MCCs is to help ensure that  
18 appropriate geographic access to community college programs and services is  
19 provided to students while minimizing the unnecessary duplication and proliferation  
20 of facilities and while minimizing the negative impact on existing community college  
21 campuses and centers.

22 (c) Establishment and Maintenance. To establish and maintain an MCC designation,  
23 colleges must satisfy all of the following criteria:

24 (1) The MCC is established in a location that provides geographic access to  
25 community college programs and services in a location within the college service  
26 area that is at least ten (10) miles from the main campus or other MCC locations  
27 or the college must provide evidence that the MCC is established in a location  
28 where the main campus or other MCC locations cannot adequately provide  
29 community college programs and services. This provision only applies to MCCs  
30 established after the effective date of this rule.

1B SBCCC 200.3 is proposed for amendment as follows:

- 1 (2) Colleges shall provide programs and services based on evidence of student  
2 demand and needs.
- 3 (3) Colleges shall obtain prior approval and maintain approval of the MCC from the  
4 Southern Association of Colleges and Schools Commission on Colleges  
5 (SACSCOC). Programs and services provided through MCCs shall comply with  
6 The Principles of Accreditation: Foundation for Quality Enhancement of  
7 SACSCOC.
- 8 (4) County government provides support for maintenance and operation of the MCC  
9 physical plant.
- 10 (5) The college has developed an instructional program and services plan including,  
11 but not limited to a description of programs, staffing, and instructional support  
12 functions.
- 13 (6) The SBCC determines that the MCC is unlikely to have a significant negative  
14 impact on institutions contiguous to the MCC. The college shall consult with  
15 community college institutions contiguous to the MCC, and the community  
16 college institutions that are contiguous to the MCC may provide evidence that the  
17 MCC has or is likely to have a significant negative impact on college or program  
18 specific enrollment.
- 19 (7) Students enrolled at an MCC must be able to complete at least one associate  
20 degree at the MCC.
- 21 (8) Evidence that the duplication of instructional support and other cost expenses  
22 are justifiable from cost effectiveness and quality of support services  
23 perspectives.
- 24 (9) The MCC must enroll a minimum of 300 (curriculum, occupational extension, or  
25 basic skills) budget FTE via ~~face-to-face~~traditional, blended, or hybrid instruction  
26 originating from and delivered at that MCC location. If an MCC drops below the  
27 minimum budget FTE (Level I MCC minimum is 300 and Level 2 MCC minimum  
28 is 1,201), the System Office will provide the college president with a written  
29 notification that this drop occurred after that year's budget allocations are  
30 approved by the State Board. If the MCC's budget FTE remains below the  
31 minimum in the subsequent fiscal year, for a Level 1 MCC, the budget allocation

1 for that MCC will be reduced by fifty percent (50%), and for a Level 2 MCC, the  
2 budget allocation will be reduced by 50% of the difference between Level 2 and  
3 Level 1 funding. If a Level 2 MCC's budget FTE continues to remain below the  
4 minimum in the third fiscal year, the MCC will be recategorized as a Level 1 MCC  
5 and its budget allocation will be decreased to the Level 1 funding. If a Level 1  
6 MCC's budget FTE continues to remain below the minimum in the third fiscal  
7 year, the MCC will no longer be designated as an MCC, and its budget allocation  
8 will be eliminated. A college must follow the MCC approval process to re-  
9 establish an MCC in any future year.

10 (10) The physical facility or facilities for the MCC must either be owned or leased  
11 on a long-term basis by the college.

12 (d) The College of The Albemarle Dare County Campus and Gaston College Kimbrell  
13 Campus and Textile Technology Center MCCs established by the General Assembly  
14 are exempted from 1B SBCCC 200.3(c)(9).

15 (e) Colleges shall comply with the following steps to obtain approval for MCC  
16 designation.

17 (1) Step 1 – Initial State Board Review and Recommendation. Community colleges  
18 seeking a MCC designation must submit their application to the State Board of  
19 Community Colleges ("State Board") for approval by September 15th of each  
20 year. Community colleges' applications shall include information responding to  
21 the criteria specified in 1B SBCCC 200.3(c)(1) - (c)(10).

22 (A) If a community college meets all of the criteria specified in 1B SBCCC  
23 200.3(c), then the State Board shall recommend approval of the MCC  
24 designation.

25 (B) If a community college does not meet all of the criteria specified in 1B SBCCC  
26 200.3(c)(1) – (c)(10), but provides evidence of being able to meet all of the  
27 criteria by the enactment of the budget for that fiscal year, the State Board  
28 shall recommend conditional approval. The State Board's recommendation  
29 for conditional approval shall specify the criteria in 1B SBCCC 200.3(c)(1) –  
30 (c)(10) the college must satisfy to receive final State Board approval that is  
31 contingent upon the General Assembly appropriating funds.

1B SBCCC 200.3 is proposed for amendment as follows:

1 (2) Step 2 - Appropriation of Funds by the General Assembly. If the State Board  
2 recommends the MCC for approval or for conditional approval, the System Office  
3 shall include the State Board's recommendation in the budget request provided  
4 to the Office of State Budget and Management and to the General Assembly. If  
5 the General Assembly appropriates funds for the MCC, the State Board's  
6 recommendation moves to Step 3. If the General Assembly does not appropriate  
7 funds, the college shall annually certify in writing to the System Office by  
8 September 15th that there are no changes in the MCC application, and the  
9 System Office shall resubmit the college's MCC request as a part of the annual  
10 budget process in subsequent years, unless the college withdraws its request.

11 (3) Step 3: State Board Approval. If the General Assembly appropriates recurring  
12 funds to support the MCC consistent with the existing funding formula and if the  
13 college satisfies any conditions specified by the State Board by the enactment of  
14 the budget for that fiscal year, the State Board shall approve the MCC  
15 designation. If the State Board approves the MCC designation, the State Board  
16 shall allocate recurring funds to the college for the newly approved MCC.

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18 *History Note: Authority G.S. 115D-5;*

19 *Eff. [May 1, 2019](#).*

20 *Amended*.