



## **NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Peter Hans, President*

22 October 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 Law Enforcement Training, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Financial Aid Officers, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties

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

**RE: Recodification of 1C SBCCC 300.98 - Evaluation of Presidents**

On 18 October 2019, the State Board of Community Colleges voted to recodify **1C SBCCC 300.98 - Evaluation of Presidents**, changing the rule number to **1C SBCCC 300.2**. This rule is being recodified to create uniform numbering for Chapter C., Subchapter 300 – Employment and Hiring Practices.

**The recodification will be effective 5 November 2019. The new recodification will be 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 recodification in its final form is attached to this memorandum.

**CC19-055  
E-mail Copy**

Attachment



**State Board of Community Colleges Code**  
**TITLE 1. COMMUNITY COLLEGES**

**CHAPTER C. PERSONNEL**

**SUBCHAPTER 300. EMPLOYMENT / HIRING PRACTICES**

**1C SBCCC ~~300.98~~ 300.2 EVALUATION OF PRESIDENTS**

- (a) Methodology and Instrumentality. Each local board of trustees shall evaluate the performance of its president annually. The evaluation instrument and methodology shall be selected by the local board, but the evaluation shall, at a minimum, include the following categories:
- (1) General administration;
  - (2) Relationships including:
    - (A) Internal relationships with faculty, staff, students, and trustees; and,
    - (B) External relationships with business and industry, the media, governmental bodies, and the general public;
  - (3) Personal attributes;
  - (4) Personnel administration;
  - (5) Fiscal and facilities administration; and,
  - (6) Academic administration.
- (b) Reporting Requirements. Prior to June 30 of each year, each college board of trustees shall, in writing, notify the State Board of the following:
- (1) The time period for which its president was evaluated and the date the evaluation was completed;
  - (2) Description of the methodology used for the evaluation;
  - (3) Certification that the evaluation included a written assessment of the president's performance in each of the categories identified in Paragraph (a) of this Rule;
  - (4) Certification that the full board received a copy and discussed the evaluation results and the results were discussed with the president; and

1C SBCCC 300.98 is proposed for recodification as follows:

- (5) Certification that the full board received a copy of and reviewed the president's contract if the president has a contract;
  - (6) A listing of board members in attendance at the meeting when the president's evaluation was conducted; and
  - (7) Certification that appropriate action, as defined by the local board, has been taken if the president's performance is less than satisfactory in any of the categories identified in Paragraph (a) of this Rule.
- (c) If the president has a contract, local boards of trustees shall note in the meeting minutes that they have reviewed the president's contract.

*History Note: Authority G.S. 115D-5; 115D-20;*

*Eff. September 1, 1993;*

*Amended Eff. [October 1, 2018](#), October 1, 2006.*

*Eff. [November 5, 2019](#)*