STATE BOARD OF COMMUNITY COLLEGES
Mr. Burr Sullivan, Chair
August 19, 2022

North Carolina Community College System
Dr. W. Dallas Herring State Board Room
Caswell Building, 200 West Jones Street
Raleigh, North Carolina 27603

Tuesday, August 16, 2022

COMMITTEE MEETINGS

Programs Committee	10:30 a.m.	Virtual Meeting

Thursday, August 18, 2022

COMMITTEE MEETINGS

Strategic Planning Committee	9:30 a.m.	J. Gregory Poole Conference Room
Personnel Committee	11:00 a.m.	J. Gregory Poole Conference Room

ISSUES LUNCHEON 12:00 p.m. Dr. W. Dallas Herring State Board Room

Project Kitty Hawk

Presenters: Dr. Brian Fleming, Director of Strategy (Project Kitty Hawk, Inc.) and Dr. Thomas Walker, Senior Advisor to the President for Economic Development and Military Affairs (UNC System Office)

COMMITTEE MEETINGS

Accountability and Audit Committee	1:30 p.m.	Dr. W. Dallas Herring State Board Room
State Board Policy and Governance Committee	2:15 p.m.	Dr. W. Dallas Herring State Board Room
Finance Committee	3:15 p.m.	Dr. W. Dallas Herring State Board Room
Legislative Affairs Committee	4:15 p.m.	Dr. W. Dallas Herring State Board Room

Friday, August 19, 2022

BOARD MEETING 9:00 a.m. Dr. W. Dallas Herring State Board Room

- Call to Order
- Pledge of Allegiance
- Moment of Reflection
- Roll Call
- Ethics Awareness and Identification of Conflicts or Potential Conflicts of Interest
- Approval of Minutes – July 15, 2022 and July 20, 2022
- Approval of Agenda

- Approval of Consent Agenda *(Consent Agenda items are listed on the Consent Agenda and are designated by [CA] on the Full Agenda)*
- Introduction of Dr. Tracy Mancini, President, Carteret Community College
- Introductions of System Office Staff

REPORTS

- NC Association of Community College Presidents, Dr. Jeff Cox, President
- NC Association of Community College Trustees, Ms. Julie Woodson, President
- NC Comprehensive Community College Student Government Association (N4CSGA), Ms. LaTasha Bradford, President
- NC Community Colleges Foundation, Mr. Grant Godwin, Executive Director

PROGRAMS COMMITTEE, Mr. Bobby Irwin, Chair

For Action

Customized Training Program Expenditures Report (Attachment PROG 01)
Review of Comments for Proposed Amendment of 1B SBCCC 100.1 - Definitions (Attachment PROG 02)
Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 03) [CA]
Combined Course Library – Workforce Continuing Education and College & Career Readiness (Attachment PROG 04) [CA]

For Information

Apprenticeship Annual Report (Attachment PROG 05)
Curriculum Program Applications as Approved by the System President (Attachment PROG 06)
Review of Programs Committee Charter (Attachment PROG 07)

STRATEGIC PLANNING COMMITTEE, Ms. Ann Whitford, Chair

For Action

Review and Approve State Performance Measures (Attachment PLAN 01)

For Future Action

Review Draft Strategic Plan Content (Attachment PLAN 02)

For Information

Review of Strategic Planning Committee Charter (Attachment PLAN 03)

PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair

For Information

Review of Personnel Committee Charter (Attachment PER 01)
System Office Vacancy Report – July 2022 (Attachment PER 02)
College Presidential Status Report – July 2022 (Attachment PER 03)

ACCOUNTABILITY AND AUDIT COMMITTEE, Ms. Lisa Estep, Vice-Chair

For Action

Compliance Audit – IT User Credentials (Attachment AUD 01)

For Information

Compliance Review Services Summary Report FY 2021-22 (Attachment AUD 02)
Review of Charter for Accountability and Audit Committee (Attachment AUD 03)
Cybersecurity Update

STATE BOARD POLICY GOVERNANCE COMMITTEE, Mr. Jerry Vaughan, Chair

For Action

Recommendation for Initial Proprietary School Licensure (Attachment SBPG 01)

For Information

Proprietary Schools of North Carolina Annual Report 2022 (Attachment SBPG 02)
State Board Handbook (Attachment SBPG 03)
Review of Charter for State Board Policy and Governance Committee (SBPG 04)
Report from Governance Sub-committee on Board Engagement

FINANCE COMMITTEE, Ms. Lisa Estep, Chair

For Action

FY 2022-23 State Aid Allocations and Budget Policies (Attachment FC 01)
Allocation for Finish Line Grants (Attachment FC 02)
Allocation for Short – Term Workforce Development Grant Program (Attachment FC 03) [CA]
Allocation for Golden LEAF Scholars Program – Two-Year Colleges (Attachment FC 04) [CA]
Allocation of Title II Adult Education & Family Literacy Act (AEFLA) Section 231 (Attachment FC 05) [CA]
Construction and Property - August 2022 (Attachment FC 06) [CA]

For Information

State Board Reserve Year End Report (Attachment FC 07)
Review of Finance Committee Charter (Attachment FC 08)

LEGISLATIVE COMMITTEE, Mr. Bill McBrayer, Chair

For Information

Review of Legislative Affairs Committee Charter
Legislative Update

STATE BOARD CALENDAR

For Action

2023 SBCC Meeting Calendar (Attachment CAL 01)

NCCCS PRESIDENT'S REPORT

LEADERSHIP REVIEW*

NEW BUSINESS

EXPIRING TERMS AND VACANCIES

There is currently no term expiring and no vacancy for the membership of the State Board.

BOARD MEMBERS QUESTIONS/COMMENTS

DATE OF FUTURE MEETINGS

The next Annual Planning and State Board meetings are scheduled for Wednesday, September 14, 2022, Thursday, September 15, 2022 and Friday, September 16, 2022 at Cleveland Community College, in Shelby, NC. More information regarding these meeting will be communicated.

ADJOURNMENT

***The State Board will be asked to vote to move into closed session during the State Board of Community College's August 19, 2022 meeting regarding this item.**

Questions relating to items on the Agenda should be addressed to the Office of State Board Affairs at (919) 807-6970 or by e-mail at stateboard@nccommunitycolleges.edu

CONSENT AGENDA

FINANCE COMMITTEE, Ms. Lisa Estep, Chair

Allocation for Short – Term Workforce Development Grant Program (Attachment FC 03)
Allocation for Golden LEAF Scholars Program – Two-Year Colleges (Attachment FC 04)
Allocation of Title II Adult Education & Family Literacy Act (AEFLA) Section 231 (Attachment FC 05)
Construction and Property - August 2022 (Attachment FC 06)

PROGRAMS COMMITTEE, Mr. Bobby Irwin, Chair

Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 03)
Combined Course Library – Workforce Continuing Education and College & Career Readiness (Attachment PROG 04)

State Board of Community Colleges

Caswell Building, 200 West Jones Street

Raleigh, North Carolina

July 15, 2022

9:00 a.m.

CALL TO ORDER

Following proper public notification, Chairman Burr Sullivan called the State Board of Community Colleges (SBCC) Meeting to order at 9:06 a.m. in the Dr. W. Dallas Herring State Board Room of the Caswell Building. Chairman Sullivan welcomed the Board.

MOMENT OF REFLECTION AND PLEDGE OF ALLEGIANCE

Mr. Irwin led the Board in the pledge of allegiance. Following Chairman Sullivan called for a moment of reflection.

ADMINISTRATION OF THE OATH OF OFFICE

Chairman Sullivan recognized Justice Tamara Barringer, North Carolina Supreme Court. Justice Barringer administered the Oath of Office to Ms. LaTasha Bradford and Dr. Grant Campbell.

Chairman Sullivan recognized Mr. Holder, Mr. Holder asked for a moment of privilege. Mr. Holder asked for the Board to collectively take a moment to send thoughts to Mr. Trapp for his full and speedy recovery. Chairman Sullivan shared with the Board Mr. Trapp's cause of absence and shared thoughts of well wishes for Mr. Trapp's recovery.

ROLL CALL

Ms. Artis called the roll, and the following members were present:

Ms. LaTasha Bradford
Dr. Grant Campbell
Dr. Shirley Carraway
Ms. Lisa Estep
Treasurer Dale Folwell
Mr. Jonathan Harris (Lt. Gov. designee)
Mr. William Holder*
Mr. Bobby Irwin
Mr. Tom Looney
Mr. Bill McBrayer
Mr. Mark Merritt
Mr. Hari Nath
Mr. Andy Penry*
The Hon. Ray Russell
Ms. Julie Ryan (Labor Comr. designee)
The Hon. Sam Searcy
Mr. Burr Sullivan
The Hon. Terry Van Duyn
Mr. Jerry Vaughan
Ms. Sarah West
Ms. Ann Whitford

* Attended via Zoom
Absent: Mr. Ray Trapp

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

Ms. Artis reminded members of the Board of the ethics requirements and requested members identify any conflicts or potential conflicts of interest.

No actual or potential conflicts of interest were noted by the Board.

APPROVAL OF THE MINUTES

Mr. Sullivan asked for a motion to approve the May 20, 2022 minutes. Ms. Whitford motioned to approve, Treasurer Folwell seconded the motion, and the motion was unanimously approved by voice vote.

APPROVAL OF THE AGENDA, AND CONSENT AGENDA

There were no changes to the Consent Agenda as presented. The following additional changes were requested to the agenda.

- PLAN – Ms. Whitford stated the committee has no changes.
- AUD – Ms. Estep stated the committee has no changes.
- PER – Mr. McBrayer stated the committee has no changes.
- SBPG – Mr. Vaughan state the committee has no changes
- FC – Ms. Estep stated the committee has no changes.
- PROG – Mr. Irwin stated the committee has no changes.

Chairman Sullivan asked for a motion to approve the July 15, 2022 agenda, Treasurer Folwell made a motion to approve. Mr. Looney seconded the motion, and the motion was unanimously approved by voice vote.

Chairman Sullivan noted Legislative Affairs committee did not meet yesterday as schedule, stating Mr. McBrayer will be recognized later in the meeting to give a report on the Legislative Affairs Committee.

Chairman Sullivan asked for a motion to approve the July 15, 2022 consent agenda, Mr. Holder made a motion to approve. Mr. Merritt seconded the motion, and the motion was unanimously approved by voice vote.

Items approved on the Consent Agenda were as follows:

FINANCE COMMITTEE, Ms. Estep, Chair

- Allocation of Title II, Adult Education & Family Literacy Act (AEFLA) Section 225, Corrections Education and Other Institutionalized Individuals (Attachment FC 02)

- Allocation of Title II, Adult Education and Family Literacy Act (AEFLA) Section 243, Integrated English Literacy & Civics Education (IELCE) (Attachment FC 03)
- Allocation for Customized Training - Regional Trainers (Attachment FC 04)
- Allocation for BioNetwork Host Colleges (Attachment FC 05)
- Construction and Property -July 2022 (Attachment FC 06)

PROGRAMS COMMITTEE, Mr. Bobby Irwin, Chair

- Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 02) [CA]
- Combined Course Library – Workforce Continuing Education and College & Career Readiness (Attachment PROG 03) [CA

ACKNOWLEDGEMENTS:

Most Valuable Team (MVT) Award Acknowledgements

Chairman Sullivan recognized President Stith. President Stith greeted the Board and guest joining. President Stith provided a brief background on the Most Valuable Team Award, stating the award recognizes a group or team that provides excellence in service and commitment to collaboration.

President Stith asked Mr. Patrick Fleming, Chief Information Technology Office, to present the Most Value Team Award for 2022. Mr. Fleming provided a background on a 2017 initiative instructed by the North Carolina State Legislator to modernize technology at North Carolina Community College System. Mr. Fleming stated the initiative is recognized as the College Information System (CIS) to the Cloud. Mr. Fleming recognized Mr. Ken Ramos, AVP Infrastructure & Operations, and Mr. Deante Tyler, AVP Chief Technology Officer, to address the individuals involve in the project. Mr. Tyler recognized the team members involved, Mr. Ramos accepted the award on behalf of team and thanked everyone for the opportunity and recognition of the team.

INTRODUCTIONS:

Introduction of Dr. William 'Bill' Aiken, Interim President, Randolph Community College

Mr. Kennon Briggs, Interim State Board Affairs and Compliance Services Director, introduced Dr. Aiken on behalf of the Randolph Community College Board of Trustees Chair. Mr. Briggs provided a background of Dr. Aiken's work experience in the North Carolina Community College System. Mr. Briggs noted Dr. Aiken served as interim president at ten (10) community colleges, eight (8) in North Carolina and two (2) in Virginia. Mr. Briggs recognized Dr. Aiken, Dr. Aiken greeted the Board and shared a brief history of his career, he thanked the Board and stated he looks forward to continued work in supporting as interim president at various colleges.

Introductions of System Office Staff

Ms. Artis introduced Mr. David Werner, Associate Legal Counsel. Ms. Artis provided a brief history of his career as an attorney. Mr. Werner greeted the Board and thanked them for the opportunity.

REPORTS:

Dr. Mark Poarch, President of the North Carolina Association of Community College Presidents (NCACCP)

Chairman Sullivan acknowledged the guest presidents attending the meeting. Chairman Sullivan stated Dr. Jeff Cox, President of Wilks Community College will become the next president of NCACCP.

Dr. Poarch greeted the Board, President Stith, and System Office. Dr. Poarch presented the following:

- Dr. Poarch stated this will be his last report to the Board as the President of NCACCP. He thanked the Board and shared his pleasure serving.
- Dr. Poarch congratulated Dr. Laura Leatherwood for receiving the 2022 State Board President of the Year Award. He discussed the celebration of the 2022 State Board Awards Dinner.
- Dr. Poarch stated NCACCP will hold a business meeting at Wilkes Community College to officially elect the next NCACCP President. He stated at that time the committee chairs and State Board liaisons will be selected.
- Dr. Poarch stated Community College Day held of June 8, 2022, was a successful effort with president, trustees, staff, and students walking to the Legislature to meet with their delegates to discuss the System's three-year (legislative) plan.

Ms. Caroline Hipple, Director of Events and Communication of the North Carolina Association of Community College Trustees (NCACCT)

Ms. Hipple greeted Chairman Sullivan, the State Board, and President Stith.

- Ms. Hipple state the NCACCT Executive Assistant Training at Wrightsville Beach was successful, she thanks Dr. Gold and Ms. Artis for presenting at the conference.
    - She stated the last day included roundtable discussions and panel discussion which provided assistance in learning from each other in the capacity of serving as president assistants and board liaisons.
    - She stated NCACCT has committed to holding the training bi-annually, noting the next training is scheduled for 2024.
- Ms. Hipple extended thanks to President Stith, Mr. Alex Fagg, and Ms. Brandy Andrews who provided a legislative update to trustee board chairs and executive members.
- Ms. Hipple stated the NCACCT Trustee Leadership Seminar will take place September 7-9, 2022 in Downtown Asheville. Mr. Hipple extended an invitation to the Board members to attend the seminar.

Ms. LaTasha Bradford, President of the North Carolina Comprehensive Community College Student Government Association (N4CSGA)

Ms. Bradford greeted President Stith and the Board and discussed the following:

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- Ms. Bradford introduced herself at the President of the N4CSGA, she stated she is a student at Piedmont Community College. She stated she is in the cohort of students taking night and weekend classes in the Nursing program.
- She thanked Chairman Sullivan for the invitation to the 2022 State Board Award Dinner, she noted the stories she heard from the award winners was a confirmation and testament that she must listen to the needs and concerns of her peers.
- Ms. Bradford recognized her family in attendance and members of the N4CSGA executive members also in attendance.
- Ms. Bradford thanked former president, Mr. Nathan Vasquez, who she stated prepared her for the role and paved the way for students to use the voices again. She stated she will continue the responsibilities to ensure future N4CSGA members understand their potential impact on their campuses.
- Ms. Bradford noted last year N4CSGA Board started with six (6) (of twelve (12) members), she provided an update that only two (2) vacancies are remaining. Ms. Bradford recognized each executive member of N4CSGA. Ms. Bradford recognized the N4CSGA Advisory Board.
- Ms. Bradford thanked members of the System Office for their time and knowledge provided to N4CSGA.
- Ms. Bradford shared announcements about the upcoming Division meetings, September 10, 2022, and the Fall Conference is scheduled for mid-October 2022. Ms. Bradford stated each month N4CSGA will hold their meetings at a difference community college across the stated. While at the meeting N4CSGA will tour campus, hold listening sessions, and workshops.

Chairman Sullivan asked for a moment of privilege to ask Dr. Grant Campbell to introduce himself to the Board. Dr. Campbell greeted the Board and shared his life and work experience.

COMMITTEE REPORTS

STRATEGIC PLANNING COMMITTEE, Ms. Ann Whitford, Chair

Ms. Whitford stated the process of the strategic planning included listening sessions with stakeholders across the state including presidents, faculty, staff, trustees, and business and industry leaders. Ms. Whitford provided updates of the current process of the strategic plan. Ms. Whitford stated the Strategic Planning Committee met virtually on July 12, 2022.

For Information

Draft Strategic Plan Goals, Objectives, Strategies (Attachment PLAN 01)

Ms. Whitford stated during the committee meeting Dr. Crane led a review of the goals, objectives, and strategy for the strategic plan that had been developed by the planning teams. Ms. Whitford stated the committee welcomed comments from the planning team members. She stated the committee discussed bold new directions for the System.

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Plan Publication Graphics Options (Attachment PLAN 02)
Ms. Whitford stated the committee reviewed imagery for the cover of the strategic plan packet. She noted the Committee requested a greater diversity of imagery and images that reflect North Carolina Community Colleges.

Ms. Whitford stated the planning teams will meet a fourth (4th) time to provide additional input on priorities. She stated System Office leaders will take a draft strategic plan to the NCACCP meeting in July for input from the presidents. Ms. Whitford discussed plans for the August and September Board meetings.

ACCOUNTABILITY AND AUDIT COMMITTEE, Mr. William Holder, Chair
Ms. Estep presented the Accountability and Audit Committee report on behalf of Mr. Holder.

For Action
Secondary Employment Audit Report (Attachment AUD 01)
Ms. Estep stated Mr. Bryan Matthews reviewed the compliance audit which reviewed secondary and dual employment for System Office employees. Ms. Estep stated ten (10) documents were found missing and it was recommended to ensure the Second Employment documents are filled out appropriately.

On behalf of the Accountability and Audit Committee, Ms. Estep recommended and moved the approval of AUD 01, approved via voice vote.

For Information
Ms. Estep briefly reviewed the following for information items:

- College Financial Audit Findings 5 Year Summary Update (Attachment AUD 02)
- College Compliance Reviews 4 Year Summary Update (Attachment AUD 03)
- Internal Audit Charter (Attachment AUD 04)
- Internal Audit Action Plan (Attachment AUD 05)
- Cybersecurity Update

Treasurer Folwell stated there is concern about the quality of audits. Treasurer Folwell stated sometimes the audits are based on information received to the auditor. He stated the State Auditor will be working the CPA Board of Examiners to review the auditing firm. He stated he hopes the community colleges are taking the audit function seriously. Ms. Estep stated she appreciated Treasurer Folwell's comments and stated the Committee discussed the matter of who conducts audits during Thursday's committee meeting. She stated about seventy (70) percent of colleges use the State Auditor's Office.

Mr. Merritt stated in review of the Accountability and Audit Committee charter updates, he suggests addressing the concerns regarding risk assessment and including a technology cyber security component.

PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair

For Action

New Hire - Position #65034095 Greg Beckor, Title: Information Security Officer, Technology Solutions and Distance Learning

Mr. McBrayer review the recommendations, noting Mr. Beckor's employment history. Mr. McBrayer stated Mr. Beckor's start date of August 1, 2022 at a salary of $110,000.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the approval of the above item, approved via voice vote.

New Hire - Position #60088171 Erica Vilsaint, Title: Executive Director for BioNetwork, Economic Development

Mr. McBrayer review the recommendations, noting Ms. Vilsaint, employment history. Mr. McBrayer stated Ms. Vilsaint's start date is to be determined at a salary of $91,000.

Dr. Mack provided a work history background for Ms. Vilsaint.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the approval of the above item, approved via voice vote.

Salary Adjustments - Position #60087977, Tiffany Howell, Title: State Board Affairs Operations Coordinator, State Board Relations

Mr. McBrayer reviewed the recommendations, noting the Committee reviewed Ms. Howell for a salary increase of four point two-three (4.23) percent.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the approval of the above item, approved via voice vote.

The following items were presented as for information:

- Organizational Assessment Report
- System Office Vacancy Report – July 2022 (Attachment PER 01)
- College Presidential Status Report – July 2022 (Attachment PER 02)

LEGISLATIVE COMMITTEE, Mr. Bill McBrayer, Chair

For Information

Legislative Update

Mr. McBrayer thanked everyone who attended the Community College Day at the General Assembly. Mr. McBrayer stated the System Office, college presidents and some Board members attended.

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Mr. McBrayer reviewed the approved budget and noted salary increase. Mr. McBrayer stated Mr. Fagg sent a detailed update regarding the approved budget.

Mr. McBrayer stated he looks forward to preparing and planning for the long session.

STATE BOARD POLICY GOVERNANCE COMMITTEE, Mr. Jerry Vaughan, Chair

For Action

Recommendation of the State Board of Proprietary Schools to Revoke the Proprietary School License of Complete Dental Assisting Academy with Supporting Investigation Report (Attachment SBPG 01)

Mr. Vaughan reviewed SBPG 01, stating the report address findings at a proprietary school that resulted in the need for revocation. He stated the request was submitted to the school, but a response has not been received. Mr. Vaughan noted the Board is required to vote on the request for revocation.

On behalf of the State Board Policy and Governance Committee, Mr. Vaughan recommended and moved the approval of SBPG 01, approved via voice vote.

Recommendation for Student Repayment (Attachment SBPG 02)

Mr. Vaughan stated a (proprietary) school experience embezzlement and did not have funding available for training through the year which resulted in the action of a student repayment by the Proprietary School Board. Mr. Vaughan noted the board is requested to approval the school repayment.

Treasurer Folwell asked if the person of interest regarding embezzlement is a State employee. Mr. Scott clarified the employee was an employee of the school not a State employee. Treasurer Folwell noted if the employee participates in the State pension plan and is found guilty, he has the duty and responsibility to execute the forfeiture to remove their pension credit for the years they are convicted.

On behalf of the State Board Policy and Governance Committee, Mr. Vaughan recommended and moved the approval of SBPG 02, approved via voice vote.

For Information

Ms. Vaughan briefly reviewed the following for information items:

- State Board Handbook - Table of Contents (Attachment SBPG 03)
- State Board-Staff Communications Research (Attachment SBPG 04)
- By-laws Subcommittee Report (Attachment SBPG 06 and Attachment SBPG 06A)
- Proposed Committee Charters (Attachment SBPG 05)

Mr. Merritt stated the intention of the Subcommittee (Governance Sub-Committee on Board Engagement) is to address review and updates to committee charters in collaboration with the strategic plan to evaluate the oversight and work of the committee. He stated the Subcommittee (Governance Sub-Committee on Board Engagement) would like to establish a structure in the

committees to makes sure once the strategic plan is in place, there is an ability to monitor and assist moving the strategic plan forward.

FINANCE COMMITTEE, Ms. Lisa Estep, Chair

For Action

Allocation for Expanding Community College Economic Impact Grants (Attachment FC 01)
Ms. Estep reviewed FC01, she stated the item was provided through allocations of the 2021 Appropriations Act which established allocations for a grant program to expand the impact of community colleges and encourage community collaboration. She stated all community colleges were eligible to apply. Ms. Estep reviewed the allocations and applications received, noting twenty-one (21) colleges were selected.

On behalf of the Finance Committee, Ms. Estep recommended and moved the approval of FC 01, approved via voice vote.

The following item were approved as a Consent Agenda items:

Ms. Estep summarized each of the Consent Agenda items below.

- Allocation of Title II, Adult Education & Family Literacy Act (AEFLA) Section 225, Corrections Education and Other Institutionalized Individuals (Attachment FC 02) [CA]
- Allocation of Title II, Adult Education and Family Literacy Act (AEFLA) Section 243, Integrated English Literacy & Civics Education (IELCE) (Attachment FC 03) [CA]
- Allocation for Customized Training - Regional Trainers (Attachment FC 04) [CA]
- Allocation for BioNetwork Host Colleges (Attachment FC 05) [CA]
- Construction and Property -July 2022 (Attachment FC 06) [CA]

For Future Action

Analysis of Learning Management System Costs (Attachment 07)
Ms. Estep briefly reviewed the items and stated a decision was made to allow Information Technology Office to survey the colleges to assess the impact of the use of current Learning Management System and potential transition impacts. Noting the assessment is estimated to take three (3) to six (6) months.

For Information

Ms. Estep briefly reviewed the following for information items:

- System Office Contracts Report January - June 30, 2022 (Attachment FC 08)
- System Office Grants Awarded Report January - June 30, 2022 (Attachment FC 09)
- Delegated College Allocations Report as of June 30, 2022 (Attachment FC 10)

- Year End Estimated Receipts – June 2022 (Attachment FC 11)
    - Ms. Andrews noted the 2021-2022 collections have been over collected for the year and statutory authorization allows for carrying forward over collected receipts for the purpose of purchasing equipment.
- Connect NC Bond Status Report – May 31, 2022 (Attachment FC 12)

PROGRAMS COMMITTEE, Mr. Bobby Irwin, Chair

For Action

Curriculum Program Application – New to the System (Attachment PROG 01)

Mr. Irwin asked Dr. Brown to review PROG 01. Dr. Brown reviewed the approval of Program Application Elementary Education Residency Licensure (Certificate) (C55490).

On behalf of the Programs Committee, Mr. Irwin recommended and moved the approval of PROG 01, approved via voice vote.

For Information

Dr. Brown reviewed the following items of For Information:

- Curriculum Program Applications as Approved by the System President (Attachment PROG 04)
- Curriculum Standard Revisions as Approved by the System President (Attachment PROG 05)
- Curriculum Program Terminations as Approved by the System President (Attachment PROG 06)
- Associate in Arts in Teacher Preparation (AATP) (A1010T) and Associate in Science in Teacher Preparation (ASTP) (A1040T) as Approved by the System President (Attachment PROG 07)

The following items were approved as Consent Agenda items:

Dr. Brown reviewed the following items:

- Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 02) [CA]
- Combined Course Library – Workforce Continuing Education and College & Career Readiness (Attachment PROG 03) [CA]

NCCCS PRESIDENT'S REPORT

President Stith greeted the Board and acknowledged President Poarch for his work over the last year as NCACCP President and welcome Dr. Cox as the President in waiting. President Stith welcomed Ms. Bradford as the new N4CSGA President, noting her leadership. President Stith thanked Mr. Briggs for his assistance over the last few weeks (as Interim State Board Affairs and Compliance Services Director).

President Stith asked members to review the President's report handout highlighting efforts and briefing on engagements over the last month. President Stith reviewed several highlights.

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President Stith reviewed the Presidential Goals.

- Goal 1: Enhance team building, internal communications, and leadership development to improve hiring, retention, turnover, and morale.
    - Discussed the Employee Appreciation Day on May 20, 2022 in which System Office employees and Board members joined for an office outing with games, activities, and food trucks.
        - President Stith thanked several Board members who join the Employee Appreciation Day.
    - Discussed Lunch with the President in which System Office employees gather for a collective lunch to break and enjoy time amongst peers. Noting the engagement amongst employees.
- Goal 2: Strategy to enhance regular communications with Presidents, Board Members, and Legislators to inform them on the activities of the System Office.
    - Discussed Community College Day. President Stith noted the engagement from presidents with State legislators.
- Goal 3: Frame a plan in collaboration with community colleges to address enrollment declines that promotes best practices and initiatives.
    - Discussed recommendations coming to the Board in August on Strategic Enrollment Management.
- President Stith collectively discussed Goals three (3) through five (5)
    - Discussed planning effort for 2022 and strategic plans. He stated within the handout there are listed details of strategy and initiatives as a "go-forward". He stated the Senior Team is working in a collective effort with the Board's goals. President Stith outlined the details of objectives to address President Goals three (3), four (4), and five (5). President Stith reviewed the expected outcomes for the initiatives and reviewed assessment of achievements.

President Stith reviewed the Organizational Assessment implementation. Noting the current activities, including Senior Team planning sessions on June 20, 2022 and August 1, 2022 and planning session with associate vice presidents and mangers on August 4th. President Stith noted the priorities for action including establishing a stakeholder communication and engagement plans and conducting a recommendation prioritization workshop. He noted Employee Engagement current activities including quarterly "All Employee Meetings", employee's newsletters, System Office Awards relaunch, and employee satisfaction surveys.

President Stith stated a priority of action for Employee Engagement is the development of the on-boarding program for new employees. He continued by noting current activities for equipping employees for success including NC VIP Performance Evaluations, job description reviews, modern IT system enhancements, he stated the priority for action includes creating a catalog and approve core services for each division.

President Stith review Statically Align and Design Structure current initiative activities including reviewal of organization charts and adding associative vice presidents to the economic development.

President Stith noted the current activities for Clarifying the Mission, Vision, and Core Values initiatives to Align with the Strategic Plan include division planning in preparation for goal setting to align with NC VIP; he noted the priority of action is the development of a system that regularly schedules employee planning activities to align with the strategic plan.

President Stith noted current activities for Structures for College Engagement and Workforce Partnerships including leveraging NCACCP for decision making and organizing affinity groups such as chief academic officers and business officers. He stated the priority of action related to this initiative include identifying opportunities to engage the System Advisory Council.

President Stith noted the current activities to Bolster Advocacy, Marketing, and Programmatic Efforts include partnering with NCACCP and NCACCT to develop legislative plan to speak with "one voice"; noting the priority of action includes developing and implementing a multi-channel communication and marketing plan.

President Stith recognized Ms. LaTasha Bradford as a highlight of Student Success.

Ms. West thanked President Stith and acknowledged the comprehensive threading of multiple ongoing strategies and initiatives. She stated it is helpful to have the initiatives collected in a framework that help the Board analyzed the progress made.

MID-YEAR REVIEW OF PRESIDENTIAL GOALS

Chairman Sullivan stated the Board will next discuss the President's goals and performance related to the goals.

Chairman Sullivan moved to go into closed session pursuant to the following North Carolina General Statutes Section 143-318.11(a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to and to consider the qualifications, competence, performance, and fitness of individual prospective public employees pursuant to section 126-22. Ms. Estep seconded the motion.

NEW BUSINESS

Chairman Sullivan stated there is no new business to come before the Board.

DATE OF NEXT MEETING

The next State Board meeting is scheduled for Thursday, August 18, 2022, and Friday, August 19, 2022, in the Dr. W. Dallas Herring State Board Room located in the Caswell Building in Raleigh, NC. The Annual State Board Planning meeting and September State Board meeting are scheduled for Wednesday, September 14, 2022, Thursday, September 15, 2022, and Friday, September 16, 2022, at Cleveland Community College, in Shelby, NC. More information regarding these meeting will be

communicated.

EXPIRING TERMS AND VACANCIES

There is currently no term expiring and no vacancy for the membership of the State Board.

ADJOURNMENT

Treasurer Folwell moved to adjourn; Dr. Carraway seconded the motion. The Board adjourned at 2:36 p.m.

RESPECTFULLY SUBMITTED BY:
Secretary

_____
Dr. Bill Carver, Interim System President

APPROVED BY:

_____
Mr. Burr Sullivan, Chair

DRAFT

State Board of Community Colleges

Caswell Building, 200 West Jones Street

Raleigh, North Carolina

July 20, 2022

9:30 a.m.

CALL TO ORDER

Following proper public notification, Chairman Burr Sullivan called the State Board of Community Colleges (SBCC) Emergency Meeting to order at 9:31 a.m. by video conferencing via Zoom and YouTube livestream broadcasting. Chairman Sullivan welcomed the Board.

MOMENT OF REFLECTION

Chairman Sullivan called for a moment of reflection.

ROLL CALL

Ms. Artis called the roll, and the following members were present:

Ms. LaTasha Bradford*
Dr. Grant Campbell*
Dr. Shirley Carraway*
Ms. Lisa Estep*
Treasurer Dale Folwell*
Mr. Jonathan Harris (Lt. Gov. designee)*
Mr. Bobby Irwin*
Mr. Tom Looney*
Mr. Bill McBrayer*
Mr. Mark Merritt*
Mr. Hari Nath*
Mr. Andy Penry*
The Hon. Ray Russell*
Ms. Julie Ryan (Labor Comr. designee)*
The Hon. Sam Searcy*
Mr. Burr Sullivan*
The Hon. Terry Van Duyn*
Mr. Jerry Vaughan*
Ms. Sarah West*
Ms. Ann Whitford*

* Attended via Zoom
Absent: Mr. William Holder

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

Ms. Artis reminded members of the Board of the ethics requirements and requested members identify any conflicts or potential conflicts of interest.

No actual or potential conflicts of interest were noted by the Board.

APPROVAL OF THE AGENDA

There were no changes to the agenda as presented.

Chairman Sullivan asked for a motion to approve the July 20, 2022 agenda, Treasurer Folwell made a motion to approve. Mr. Irwin seconded the motion, and the motion was unanimously approved by roll call vote.

CONSIDER SELECTION OF SYSTEM OFFICE INTERIM PRESIDENT

Mr. McBrayer moved to go into closed session pursuant to the following North Carolina General Statutes Section 143-318.11(a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to and to consider the qualifications, competence, performance, and fitness of individual prospective public employees pursuant to section 126-22. The motion was approved by roll call vote.

Following the conclusion of the closed session discussion the Board returned to open session.

Treasurer noted he votes yes for adjournment in advance as he had to leave the meeting. Treasurer asked is adjournment the final vote, Chairman Sullivan stated the Board will vote in open session for the approval of Interim President (William) 'Bill' Carver. Treasurer Folwell asked for clarification if we needed to vote in open session again, Chairman Sullivan confirm the Board would vote again in open session. Treasurer Folwell suggested using the second motion as a yes vote for future meetings.

Chairman Sullivan asked for a motion to approve the Selection of the System Office Interim President for Dr. William Carver as Interim President . Treasure Folwell motioned to approve; Mr. McBrayer seconded the motion. The motion was unanimously approved by roll call vote.

Chairman Sullivan stated a press release will follow as an announcement of the approval of Interim President William Carver.

NEW BUSINESS

Chairman Sullivan asked for Board questions or comments related to the agenda item. He stated the Board cannot address any new business as the Emergency Meeting requires only addressing the noted agenda item. No new business was noted.

DATE OF NEXT MEETING

The next State Board meeting is scheduled for Thursday, August 18, 2022, and Friday, August 19, 2022, in the Dr. W. Dallas Herring State Board Room located in the Caswell Building in Raleigh, NC. The Annual State Board Planning meeting and September State Board meeting are scheduled for Wednesday, September 14, 2022, Thursday, September 15, 2022, and Friday, September 16, 2022, at Cleveland Community College, in Shelby, NC. More information regarding these meeting will be communicated.

DRAFT

EXPIRING TERMS AND VACANCIES

There is currently no term expiring and no vacancy for the membership of the State Board.

ADJOURNMENT

Mr. McBrayer moved for adjournment; Treasurer Folwell seconded. Noting the authority as Chairman, Chairman Sullivan called the meeting adjourn. The Board adjourned at 10:15 a.m.

RESPECTFULLY SUBMITTED BY:
Secretary

_____
Dr. Bill Carver, Interim System President

APPROVED BY:

_____
Mr. Burr Sullivan, Chair

DRAFT

STATE BOARD OF COMMUNITY COLLEGES
SBCC Code Report

PROGRAMS COMMITTEE

RULE ACTION	RULEMAKING PROCESS	EXPECTED DATE	STATUS
Proposed Amendment to 1B SBCCC 100.1 – Definitions	Initiation of Rulemaking Process	January 21, 2022	**COMPLETE**
	Publication on NCCCS Website	January 25, 2022	**COMPLETE**
	Written Comment Period Ends	February 23, 2022	**COMPLETE**
	Review Comments with SBCC Committee	March 17, 2022	**COMPLETE**
	2nd Written Comment Period Ends (if substantive changes)	March 30, 2022	**COMPLETE**
	Extension of Public Comment Period Ends	July 31, 2022	**COMPLETE**
	Hearing Date (if applicable)	N/A	**N/A**
	Presented to SBCC for Adoption	August 19, 2022	**PENDING**
	Prospective Effective Date of Rule	September 1, 2022	

AGENDA
State Board of Community Colleges
PROGRAMS COMMITTEE
Virtual Meeting
Tuesday, August 16, 2022 – 10:30 a.m.
Mr. Bobby Irwin, Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – July 14, 2022

For Action

- Customized Training Program Expenditures Report (Attachment PROG 01)
- Review of Comments for Proposed Amendment of 1B SBCCC 100.1 - Definitions (Attachment PROG 02)
- Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 03) [CA]
  - Fayetteville Technical Community College
    - Histotechnology (A45370)
- Combined Course Library – Workforce Continuing Education and College & Career Readiness (Attachment PROG 04) [CA]
  - New Course Approvals, Modifications, and Tier Designations
    - New Course Approval – NC Community Colleges System Office
      - Intro to Ethical Hacking (CSC-3111)
      - Ethical Hacking with Python I (CSC-3211)
      - Ethical Hacking with Python II (CSC-3212)
      - Ethical Hacking with Python I & II (CSC-3223)
      - Eth Hack Mob Dev Using Python (CSC-3222)
      - Google Project Management I (CTS-3137)
      - Google Project Management II (CTS-3237)
      - Google Project Management I & II (CTS 3274)
      - Google Data Analytics I (DBA 3118)
      - Google Data Analytics II (DBA 3218)
      - Google Data Analytics I & II (DBA 3236)
      - Introduction to Networks (NET-3125)
      - Switching and Routing (NET-3126)
      - Enterprise Networking (NET-3225)
      - Networking, Switching, Routing, and Enterprise Networking (NET-3276)
    - New Course Approval – Brunswick Community College

AGENDA
State Board of Community Colleges
PROGRAMS COMMITTEE
Virtual Meeting
Tuesday, August 16, 2022 – 10:30 a.m.
Mr. Bobby Irwin, Chair

- Culinary Fundamentals and Skills (CUL-3340)

- New Course Approval – Cape Fear Community College
  - Foundation of GIS & Applications (GIS-3312)
- New Course Approval – Wake Technical Community College
  - Apprentice: Glazier (APP-3310)
  - Security Industry Essentials (BAF-3310)

For Information

Programs Committee

- Apprenticeship Annual Report (Attachment PROG 05)
- Curriculum Program Applications as Approved by the System President (Attachment PROG 06)
  - Guilford Technical Community College
    - Cosmetology Instructor (Certificate) (C55160)
- Review of Programs Committee Charter (Attachment PROG 07)

Finance Committee

- Allocation for Finish Line Grants (Attachment FC 02)
- Allocation for Short-Term Workforce Development Grant Program (Attachment FC 03) [CA]
- Allocation for Golden LEAF Scholars Program – Two Year Colleges (Attachment FC 04) [CA]
- Allocation for Title II Adult Education & Family Literacy Act (AEFLA) Section 231 (Attachment FC 05) [CA]

New Business

Adjourn

MINUTES
State Board of Community Colleges
PROGRAMS COMMITTEE
Thursday, July 14, 2022

MEMBERS PRESENT:

Bobby Irwin, Chair	William Holder*	Grant Campbell
Sarah West	Hari Nath	Burr Sullivan
Shirley Carraway	Ray Russell	

*Attended via phone or Zoom technology

NCACCP LIAISONS
David Heatherly, President, Coastal Carolina Community College

SYSTEM OFFICE STAFF AND OTHERS:

Levy Brown, Senior Vice President	Mary Olvera	Tawanda Artis
	Sandra Thompson	Kimberly Gold
Alex Doles	Michelle Lair	
Nate Humphrey	Gilda Rubio-Festa	
Lisa Eads	Frank Scuiletti	

WELCOME AND ETHICS STATEMENT: Chairman Irwin called the meeting to order at 4:30 p.m. in the Dallas Herring State Board Room in the Caswell Building. Roll was taken and there was a quorum. Chairman Irwin read the Ethics Awareness and Conflict of Interest Statement and asked if there were any known conflicts. None were noted.

APPROVAL OF THE AGENDA: Chairman Irwin requested a motion to approve the July 14, 2022 agenda. Dr. Carraway made a motion to approve the agenda and Ms. West seconded the motion. The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES: Chairman Irwin made a motion to approve the May 19 2022, minutes. Dr. Carraway made a motion to approve the minutes and Mr. Nath seconded the motion. It was unanimously approved by the committee.

FOR ACTION:

Curriculum Program Application – New to the System (Attachment PROG 01)

- Elementary Education Residency Licensure (Certificate) (C55490)

Dr. Brown reviewed the item. All documents are in order.

The committee had no questions or concerns.

On a motion made by Mr. Nath, seconded by Dr. Carraway, PROG 01 was approved for the For Action Agenda at their meeting on July 15, 2022. The motion was approved by voice vote.

Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 02) [CA]

- Fayetteville Technical Community College
  - Anesthesia Technology (A45330)
- Lenoir Community College
  - Aviation Systems (A60200)
- Martin Community College
  - Associate of General Education – Nursing (A1030N)

Dr. Brown reviewed the item. All documents are in order.

The committee had no questions or concerns.

Combined Course Library – Workforce Continuing Education and College & Career Readiness (Attachment PROG 03) [CA]

- New Course Approvals, Modifications, and Tier Designations
  - New Course Approval – Randolph Community College
    - Armed Forces Career Pathways (BSP-6001)
  - New Course Approval – Randolph Community College
    - Child Guidance (EDU-3146)
  - Course Modification – Johnston Community College
    - Historical Carpentry (HPT-3200)
    - Historical Construction Methods (HPT-3300)
    - Historical Specialized Trades (HPT-3400)
  - Course Modification – Durham Technical Community College
    - NC Community Health Worker (HEA-3121)

Dr. Brown reviewed the item. All documents are in order.

The committee had no questions or concerns.

On a motion made by Dr. Carraway, seconded by Ms. West, PROG 02 and PROG 03 were approved for the Consent Agenda at their meeting on July 15, 2022. The motion was approved by voice vote.

FOR INFORMATION

Programs Committee Information Items

Curriculum Program Applications as Approved by the System President (Attachment PROG 04)

- Bladen Community College
  - Early Childhood Administration (Certificate) (C55850)
  - Early Childhood Preschool (Certificate) (C55860)
- Halifax Community College
  - Masonry (Diploma) (D35280)
  - Plumbing (Diploma) (D35300)

Dr. Brown reviewed the item. All documents are in order.

The committee had no questions or concerns.

Curriculum Standard Revisions as Approved by the System President (Attachment PROG 05)

- Applied Engineering Technology (A40130)
- Agricultural Equipment Systems Technology (A60410)

Dr. Brown reviewed the item. All documents were in order.

The committee had no questions or concerns.

Curriculum Program Terminations as Approved by the System President (Attachment PROG 06)

- Lenoir Community College
  - Associate in Engineering (A10500)
- Pamlico Community College
  - Electroneurodiagnostic Technology (A45320)
- Piedmont Community College
  - Electrical Systems Technology (A35130)

Dr. Brown reviewed the item. All documents were in order.

The committee had no questions or concerns.

Associate in Arts in Teacher Preparation (AATP) (A1010T) and Associate in Science in Teacher Preparation (ASTP) (A1040T) as Approved by the System President (Attachment PROG 07)

- Halifax Community College

Dr. Brown reviewed the item. All documents were in order.

The committee had no questions or concerns.

Finance Committee Information Items

Allocation for Title II, Adult Education and Family Literacy Act (AEFLA), Section 225, Corrections Education and Other Institutionalized Individuals (Attachment FC 04)

Dr. Brown reviewed the item.

The committee had no questions or concerns.

Allocation for Title II, Adult Education and Family Literacy Act (AEFLA), Section 243, Integrated English Literacy and Civics Education (IELCE) (Attachment FC 05)

Dr. Brown reviewed the item.

The committee had no questions or concerns.

OTHER BUSINESS

ADJOURN

The meeting was adjourned at 5:00 p.m. by Chairman Irwin.

Recording Secretary
Alex Doles

NC COMMUNITY COLLEGES
CREATING SUCCESS

Expenditures Report 2021-22

Customized Training Program

submitted to the:

Joint Legislative Education Oversight Committee

September 1, 2022

Dr. William S. Carver, Interim President

SBCC
08/19/2022

Customized Training Program

Expenditures Report 2021-2022

C O N T E N T S

	Pages
EXECUTIVE SUMMARY	i - viii
PROJECT EXPENDITURES	1 - 18
ADDENDUM	19
PROJECTS BY INDUSTRY CLUSTERS	20 - 27
BUSINESS & INDUSTRY SUPPORT SUMMARY OF TRAINING ACTIVITIES	28 - 30
PROJECT COMPLETIONS	31 - 41

EXECUTIVE 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.

North Carolina General Statutes 115D-5.1 (e) (f) (f1) (f2) (f3) reads:

(e) There is created within the North Carolina Community College System the Customized Training Program. The Customized Training Program shall offer programs and training services to assist new and existing business and industry to remain productive, profitable, and within the State.

(f) The State Board shall report on an annual basis to the Joint Legislative Education Oversight Committee on:

(1) The total amount of funds received by a company under the CIT Program;
(2) The amount of funds per trainee received by that company;
(3) The amount of funds received per trainee by the community college delivering the training;
(4) The number of trainees trained by the company and community college; and
(5) The number of years that company has been funded.

(f1) Notwithstanding any other provision of law, the State Board of Community Colleges may adopt rules and guidelines that allow the Customized Training Program and the Focused Industrial Training Program to use funds appropriated for those programs to support training projects for the various branches of the United States Armed Forces.

(f2) Funds available to the Customized Training Program shall not revert at the end of a fiscal year but shall remain available until expended. Up to ten percent (10%) of the college-delivered training expenditures and up to five percent (5%) of the contractor-delivered training expenditures for the prior fiscal year for Customized Training may be allotted to each college for capacity building at that college.

(f3) Of the funds appropriated in a fiscal year for the Customized Training Programs, the State Board of Community Colleges may approve the use of up to eight percent (8%) for the training and support of regional community college personnel to deliver Customized Industry Training Program services to business and industry.

In compliance with NCGS 115D-5.1 (f), this report is submitted as the September 1, 2022 annual expenditures report for the Customized Training Program and includes training activities for the reporting period July 1, 2021 – June 30, 2022.

Customized Training Program Guidelines

The following guidelines were adopted by the State Board of Community Colleges on August 15, 2008; amended May 15, 2009.

PURPOSE

The purpose of the Customized Training Program is to provide customized training assistance in support of full-time production and direct customer service positions created in the State of North Carolina, thereby enhancing the growth potential of companies located in the state while simultaneously preparing North Carolina's workforce with the skills essential to successful employment in emerging industries.

Colleges will receive an annual base allotment of Customized Training Program funds to support business and industry services. This annual base allotment will include an administrative and an instructional component.

ELIGIBILITY

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.

Full-time probationary employees of qualified Customized Training companies are eligible for training delivered by the community college.

The use of Customized Training funds requires that trainees are paid by the company for all time during training hours.

EXPENDITURE GUIDELINES

Salaries, Wages, and Related Expenses

- The following priorities will be given to the recruitment and utilization of instructors for Customized Training Program projects: 1) community college permanent or part-time employees; 2) contractors of the community college; and 3) company personnel. It shall be the responsibility of North Carolina Community College System staff and local community college staff to determine the appropriate length and provision of training. This information will be indicated in the Project Profile submitted for approval.

- Reimbursement for company instructors will be made at a 6:1 or greater trainee to trainer ratio.

- In those cases when community college staff or contractors are used for instruction, they will be compensated directly in accordance with existing policies and guidelines. In addition to costs of instruction, which includes travel expenses and course preparation time, community college staff or contractors may be reimbursed for costs associated with job analysis, training needs assessment and instructional design. The payment of social security taxes and other employee benefits to community college employees will be made in accordance with existing policies and procedures of the college.

- Employees of the client company may be used as instructors if community college staff or college contractors with the appropriate expertise are not readily available. The community colleges have the responsibility in such circumstances to insure that all trainees are registered and to monitor the instruction so as to assure that it is being delivered according to the Training Plan and Project Profile. In such cases where company personnel are used as instructors, the company will be reimbursed the normal hourly rate of pay, less benefits, not to exceed a maximum of $30.00 per hour. In addition to actual hours of direct instruction, compensation for additional time devoted to training program preparation may be recommended by the Regional Customized Training Director and authorized by the Vice President of Economic Development for the North Carolina Community College System. This amount may not exceed 15 percent of the scheduled training hours or a maximum of 80 hours total. Wages may not be paid to prospective trainers while they are trainees in production operations, and under no circumstances may funds be used to pay trainee wages or salaries. The cost of materials may not be included as an allowance expense if the materials will be part of a marketable product for the company.

- Colleges will receive a 10 percent administrative allowance based upon the current fiscal year expenditures that support an approved Customized Training project. Clerical staff, administrative personnel, and project coordination staff may be employed by a community college expressly for direct services related to a specific project if recommended by the Regional Customized Training Director and approved by the Vice President of Economic Development. Funding for these positions will not be included in the calculation of college administrative allowance.

- Administrative allowance earned during the current fiscal year may be carried forward and expended in the following fiscal year. The combination of funding of the annual base allotment to support business and industry services and the available carry forward shall not exceed $100,000.

- When recommended by the local community college and the Regional Customized Training Director and approved by the Vice President of Economic Development, Customized Training Program funds may also support training of community college instructors for skill acquisition of strategic technologies associated with a Customized Training Program project. The purpose of these expenditures will be to support specialized college instructor training for skills deemed important for future support of employers within the college's service area.

Travel Expenses

- Community college instructors may be reimbursed for travel expenses in accordance with local established travel policies and procedures.

- Out-of-state residents, employed or reimbursed directly by the company, may be temporarily assigned as training instructors and reimbursed for their expenses after having trained six or more company employees. The number of individuals per project supported for travel to the state is subject to negotiation and prior approval, and under such circumstances they will be limited to:

  a) a maximum of twelve (12) weeks per diem at the currently approved in-state rate.
  b) one round-trip air fare (coach class, reimbursed at a 14-day prior purchase rate) or cost equivalent for each of the two complete or partial six-week periods of supported state residency.
  c) local travel allowances as authorized by the Regional Customized Training Director prior to departure.

- In-state residents serving as instructors and employed by the company may be reimbursed for previously authorized out-of-state travel after having returned and trained six or more company employees in the knowledge or skills acquired as a result of the out-of-state travel. The intent of the out-of-state travel will be to acquire knowledge or skills necessary for project instruction.

  The number of individuals supported for out-of-state travel per project is subject to negotiation and prior approval, and under such circumstances they will be limited to:

  a) a maximum of six weeks per diem at the currently approved out-of-state rate. Per diem allowances for international travel may be adjusted for actual cost differences in different locations.
  b) one round-trip air fare (coach class, reimbursed at a 14-day prior purchase rate) or cost equivalent to location of the temporary assignment.
  c) local travel allowances as authorized by the Regional Customized Training Director prior to departure.

Training Facilities

- Community colleges may be reimbursed for costs associated with providing dedicated training

facilities for Customized Training projects. Reimbursement to the college may be provided for the period required by the client company for dedicated temporary training space, not to exceed twelve months in duration. Funding for training facility costs will not be calculated into the college's administrative allowance.

- For training provided at existing college facilities, the college may be reimbursed a reasonable cost share of utilities (including electricity, gas, oil, water and sewer) for the space provided to the Customized Training project. If suitable space is not available at a community college permanent facility, colleges may also be reimbursed for the costs of leasing space on a temporary basis. In such cases, colleges may be reimbursed the reasonable costs of leasing, utilities, maintenance, trash and garbage service, protective and security services, and insurance costs. Colleges may not lease temporary training space from Customized Training client companies or their subsidiaries.

- Colleges may be reimbursed for reasonable costs associated with necessary alterations to facilities to accommodate the training. Pursuant to G.S. 143-34.40, 143-15.3A, and 143-23(a), these reasonable costs cannot be considered as capital expenditures and must be approved by the Vice President of Economic Development prior to the initiation of the project.

  Client companies may not be reimbursed for the leasing of training or other facilities through the Customized Training Program. They may, however, be reimbursed the reasonable costs of transporting, installing, and removing training equipment to and from community college-provided training facilities. Customized Training funds may not be used to make repairs or improvements to company-owned equipment.

Training Materials, Supplies, and Equipment

- The State may provide necessary classroom and training-related supplies and materials in support of a specific training project.

- Media development services may be provided if recommended by the Regional Customized Training Director and approved by the Vice President of Economic Development.

- The State may provide, install, and maintain at the training site, standard items of equipment normally associated with vocational/occupational training as available and typically used within the North Carolina Community College System.

APPROVAL PROCEDURES

- Project Profile and Developmental Authorization forms must be approved by the local community college Director, the community college President, and the Regional Customized Training Director and submitted for approval prior to project initiation. The Project Profile must include total estimated project costs and a project time frame, not to exceed 36 months in duration after project approval. Time frames and project costs may be amended according to project training needs with prior approval from the Vice President of Economic Development.

- Approval for projects with estimated total expenditures less than $50,000 may be made by the Vice President of Economic Development. Projects in excess of $50,000 must be approved by the Vice

President of Economic Development and submitted by the Vice President for secondary approval to a Joint Community College/Department of Commerce Review Panel consisting of a designee of the President of the North Carolina Community College System and a designee of the North Carolina Secretary of Commerce.

- Project expenditures must be in accordance with the approved Project Profile and may not exceed the amount indicated in the profile without prior amendment and approval.

CAPACITY BUILDING

10 Percent/5 Percent Funds

- Up to 10% of the college-delivered Customized Training Program expenditures and up to 5% of the contractor-delivered Customized Training Program expenditures for the prior fiscal year may be appropriated by the State Board of Community Colleges to each community college for capacity building through the development of human capital.

- The community college shall identify instructional delivery deficiencies and how receipt of these funds will address such deficiencies.

- These funds shall be used for instructor/trainer skill-specific training, certifications, and development of instructional materials at the local level.

- A projected budget shall be submitted to the Vice President of Economic Development for approval.

- Community colleges shall evaluate the impact of these capacity-building funds. The results of this impact evaluation shall be shared with the State Board of Community Colleges within the Joint Legislative Education Oversight Committee Annual Report. Future allocations will be dependent upon demonstration of local instructional services capacity building.

Eight Percent Set-Aside Funds

- Up to 8% of the annual Customized Training Program budget may be appropriated by the State Board of Community Colleges for the support of regional community college personnel to deliver Customized Training Program services to business and industry.

- Under the direction of the Vice President of Economic Development and the Regional Customized Training Directors, regional support positions will be identified and placed strategically at community colleges to maximize training services to business and industry throughout the State.

- These regional support positions will be contracted on a 12-month basis and will be re-evaluated at the completion of each contract. Funding may be allotted to the colleges for these regional support positions for up to 18 months.

- These 8% funds can be used for salary, fringes, travel, subsistence, supplies and materials, and training certifications.

- The regional support positions will be evaluated at the end of each contract to determine if the strategic initiative of capacity building within the System is being accomplished. The results of the evaluation process will determine future location of such positions. The results will be shared with the State Board of Community Colleges within the Joint Legislative Education Oversight Committee Annual Report.

GUIDELINES EXCEPTION

- In unusual or extenuating circumstances, the Vice President of Economic Development may recommend to the President of the North Carolina Community College System and the Secretary of the North Carolina Department of Commerce exceptions to these Guidelines. Exceptions will be documented in a written format and included with the appropriate Project Profile form.

Customized Training for New and Existing North Carolina Companies: FY 2021-2022

The Customized Training Program provides education, training and support services for new, expanding and existing business and industry in North Carolina through its network of 58 community colleges, serving all 100 counties of the state. The goal is to foster and support three key aspects of the company's well-being including Job Growth, Productivity Enhancement, and Technology Investment.

Job Growth
(new & existing companies)

- Number of Projects 154
- Number of Trainees 10,906
- Project Expenditures $4,271,433.28

Productivity Enhancement

- Number of Projects 48
- Number of Trainees 2,228
- Project Expenditures $657,888.33

Technology Investment

- Number of Projects 20
- Number of Trainees 970
- Project Expenditures $520,925.27

Project Totals

- Projects 222
- Trainees 14,104
- Expenditures $5,450,246.88

Existing Industry Support

- Companies Served 551
- Number of Trainees 8,833
- Expenditures $2,947,343.37

Program Related Expenditures

- Learning Resources Instructional Tools (Media Development) $380,579.50
- Regionally Based Resources/Trainers $390,611.61

Customized Training Program Totals

Expenditures	Number Trained	Total Average Cost Per Trainee
$9,168,781.36	22,937	$399.73

NC COMMUNITY COLLEGES
CREATING SUCCESS

Customized Training Project Expenditures
Data Category Definitions

Column	Data Category	Definition
1	**College/Company**	North Carolina community college to which funds have been allocated for the support of an approved Customized Training project; the new or existing company supported by Customized Training project funding.
2	**Project Type**	JG-New = Job Growth for New Company; JG-Existing = Job Growth for Existing Company; PE-Existing = Productivity Enhancement for Existing Company; TI-Existing = Technology Investment for Existing Company.
3	**Fiscal Years Funded**	Total number of fiscal years the Customized Training project has been funded.
4	**Company Training Reimbursement Expenditures**	Funds provided directly to a company for instructional and other training-related expenditures allowable under the Customized Training Program.
5	**Number Trained by Company Instructors**	Number of trainees trained by instructors who are company employees/contractors; number trained by which the company has received program funds to reimburse travel for train-the-trainer company instructors expense, and/or their wages for instruction and company instructors course development time.
6	**Average Company Reimbursement Per Trainee**	Customized training-related company expenditures divided by the number of trainees trained by company instructors.
7	**College Training Expenditures**	Funds expended by a community college to support the training of employees and potential employees of a company under the Customized Training Program, including administrative allowance.
8	**Number Trained by College Instructors**	Number of company trainees trained by either full- or part-time college instructors, contracted community college instructors, NCCCS Regional Trainers, or NCCCS BioNetwork instructors under an approved Customized Training project.
9	**Average College Cost Per Trainee**	Total Customized Training funds expended by a community college for support of a project, outside of funds provided directly to a company, divided by the total number of trainees trained by community college instructors.
10	**Total Expenditures**	Total amount of Customized Training funds expended per fiscal year to support an approved project.
11	**Total Trained by Company and College Instructors**	Total unduplicated number of employees trained under an approved Customized Training project, by training providers listed in columns 5 and 8.
12	**Average Total Cost Per Trainee**	Total expenditures for an approved Customized Training project divided by the total unduplicated number of trainees.

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Alamance Community College											
Carolina Biological Supply (project 4)	JG-Existing	4	0.00	0	0.00	6,686.01	34	196.65	6,686.01	34	196.65
Engineered Controls International (Elon) (project 3)	JG-Existing	1	0.00	0	0.00	8,630.00	71	121.55	8,630.00	71	121.55
Prescient, Inc.	JG-Existing	1	0.00	0	0.00	2,710.60	39	69.50	2,710.60	39	69.50
Sports Endeavors, Inc. (Mebane)	JG-Existing	3	0.00	0	0.00	7,550.00	34	222.06	7,550.00	34	222.06
Alamance Total			**$0.00**	**0.00**	**$0.00**	**$25,576.61**	**178**	**$143.69**	**$25,576.61**	**178**	**$143.69**
Asheville-Buncombe Technical Community College											
BorgWarner Turbo Systems (project 2)	JG-Existing	4	0.00	0	0.00	3,300.00	41	80.49	3,300.00	41	80.49
BorgWarner Turbo Systems (project 3)	TI-Existing	1	0.00	0	0.00	42,413.01	88	481.97	42,413.01	88	481.97
Buchi Komburcha	JG-Existing	1	0.00	0	0.00	17,659.56	61	289.50	17,659.56	61	289.50
Eaton Avery Creek (project 6)	JG-Existing	1	0.00	0	0.00	36,650.08	145	252.76	36,650.08	145	252.76
GE Aviation (Asheville) (project 3)	TI-Existing	3	0.00	0	0.00	140,239.76	158	887.59	140,239.76	158	887.59
GE Aviation (Asheville) (project 4)	PE-Existing	1	0.00	0	0.00	67,957.19	156	435.62	67,957.19	156	435.62
Jacob Holm Industries (project 2)	TI-Existing	1	0.00	0	0.00	4,017.20	17	236.31	4,017.20	17	236.31
New Belgium Brewing (project 3)	JG-Existing	1	0.00	0	0.00	56,210.57	122	460.74	56,210.57	122	460.74
Pratt & Whitney **[#]**	JG-New	1	0.00	0	0.00	77,920.43	12	6,493.37	77,920.43	12	6,493.37
Thermo Fisher Scientific (project 3)	JG-Existing	1	0.00	0	0.00	43,993.22	113	389.32	43,993.22	113	389.32
Wicked Weed Brewing	JG-Existing	4	0.00	0	0.00	11,438.31	91	125.70	11,438.31	91	125.70
Asheville-Buncombe Total			**$0.00**	**0**	**$0.00**	**$501,799.33**	**1,004**	**$499.80**	**$501,799.33**	**1,004**	**$499.80**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Beaufort County Community College											
AAF Flanders (project 3)	JG-Existing	1	0.00	0	0.00	12,651.00	30	0.00	12,651.00	30	421.70
County Road Seafood	JG-New	3	0.00	0	0.00	3,977.00	12	0.00	3,977.00	12	331.42
idX Corporation (project 3)	TI-Existing	2	0.00	0	0.00	640.00	7	0.00	640.00	7	91.43
Nutrien (project 2) (frmly Potash Aurora)	PE-Existing	2	0.00	0	0.00	17,161.00	43	0.00	17,161.00	43	399.09
Pamlico Yachtworks	JG-Existing	2	0.00	0	0.00	40,452.00	58	0.00	40,452.00	58	697.45
Beaufort Total			**$0.00**	**0**	**$0.00**	**$74,881.00**	**150**	**$499.21**	**$74,881.00**	**150**	**$499.21**
Bladen Community College											
Smithfield Plant (Tar Heel)	JG-Existing	1	0.00	0	0.00	40,809.71	54	755.74	40,809.71	54	755.74
Bladen Total			**$0.00**	**0**	$0.00	**$40,809.71**	**54.00**	**$755.74**	**$40,809.71**	**54**	**$755.74**
Blue Ridge Community College											
Bold Rock	TI-Existing	2	0.00	0	0.00	5,180.52	18	287.81	5,180.52	18	287.81
Kimberly Clark Corporation	PE-Existing	4	0.00	0	0.00	4,937.45	15	329.16	4,937.45	15	329.16
Norafin (Americas), Inc. (project 2)	PE-Existing	2	0.00	0	0.00	4,133.00	35	118.09	4,133.00	35	118.09
Survival Innovations	JG-Existing	1	0.00	0	0.00	726.00	10	72.60	726.00	10	72.60
Blue Ridge Total			**$0.00**	**0**	$0.00	**$14,976.97**	**78**	**$192.01**	**$14,976.97**	**78**	**$192.01**
Caldwell Community College & Technical Institute											
Bakers Waste Equipment	PE-Existing	3	0.00	0	0.00	1,341.00	35	38.31	1,341.00	35	38.31
Exela Pharma Sciences (project 2)	PE-Existing	1	0.00	0	0.00	2,938.00	200	14.69	2,938.00	200	14.69

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Stalleregenes Greer (project 2)	PE-Existing	2	0.00	0	0.00	549.00	36	15.25	549.00	36	15.25
Caldwell Total			**$0.00**	**0.00**	$0.00	**$4,828.00**	**271**	**$17.82**	**$4,828.00**	**271**	**$17.82**
Cape Fear Community College											
Acme Smoked Fish (project 2)	JG-Existing	3	0.00	0	0.00	8,565.15	17	503.83	8,565.15	17	503.83
Castle Branch (project 2)	JG-Existing	3	0.00	0	0.00	3,527.14	11	320.65	3,527.14	11	320.65
CloudWyze	PE-Existing	2	0.00	0	0.00	18,681.86	31	602.64	18,681.86	31	602.64
Edge-Works Manufacturing Company, Inc.	JG-Existing	1	0.00	0	0.00	27,057.75	18	1,503.21	27,057.75	18	1,503.21
Vantaca, LLC	JG-Existing	1	0.00	0	0.00	86,712.25	53	1,636.08	86,712.25	53	1,636.08
Cape Fear Total			**$0.00**	**0**	$0.00	**$144,544.15**	**130**	**$1,111.88**	**$144,544.15**	**130**	**$1,111.88**
Carteret Community College											
Parker Boats	JG-Existing	2	0.00	0	0.00	11,020.24	79	139.50	11,020.24	79	139.50
Carteret Total			**$0.00**	**0**	$0.00	**$11,020.24**	**79**	**$139.50**	**$11,020.24**	**79**	**$139.50**
Catawba Valley Community College											
Corning Optical Communications (project 2)	JG-Existing	2	0.00	0	0.00	20,822.51	54	385.60	20,822.51	54	385.60
GKN ePowertrain (project 2)	JG-Existing	4	0.00	0	0.00	1,540.00	54	28.52	1,540.00	54	28.52
Prysmian Group	PE-Existing	1	0.00	0	0.00	13,632.79	131	104.07	13,632.79	131	104.07
Sunnyside Textiles	PE-Existing	1	0.00	0	0.00	1,688.54	10	168.85	1,688.54	10	168.85
Catawba Valley Total			**$0.00**	**0**	$0.00	**$37,683.84**	**249**	**$151.34**	**$37,683.84**	**249**	**$151.34**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Central Carolina Community College											
Bharat Forge Aluminum USA, Inc. **[#]**	JG-New	2	58,488.00	5	$11,697.60	141,061.00	96	0.00	199,549.00	96	2,078.64
Caterpillar, Inc. (project 3)	JG-Existing	1	0.00	0	$0.00	1,679.34	20	83.97	1,679.34	20	83.97
Coty, Inc. (project 4)	PE-Existing	1	0.00	0	$0.00	22,073.65	72	306.58	22,073.65	72	306.58
Frontier Yarns, Inc. (project 3)	JG-Existing	2	0.00	0	$0.00	10,183.79	8	1,272.97	10,183.79	8	1,272.97
Mountaire Farms	JG-Existing	4	0.00	0	$0.00	1,891.34	13	145.49	1,891.34	13	145.49
Pentair Water Pool and Spa (project 4)	JG-Existing	1	0.00	0	$0.00	30,088.82	76	395.91	30,088.82	76	395.91
Pfizer (project 2)	JG-Existing	1	0.00	0	$0.00	153,218.87	191	802.19	153,218.87	191	802.19
Central Carolina Total			**$58,488.00**	**5**	**$11,697.60**	**$360,196.81**	**476**	**$756.72**	**$418,684.81**	**476**	**$879.59**
Central Piedmont Community College											
Allstate Insurance Company (Operations Center) (project 2)	JG-Existing	4	0.00	0	0.00	10,009.86	19	526.83	10,009.86	19	526.83
Amazon Fulfillment Center	JG-Existing	3	0.00	0	0.00	34,576.94	41	843.34	34,576.94	41	843.34
AvidXchange (project 2)	JG-Existing	3	0.00	0	0.00	70,606.84	139	507.96	70,606.84	139	507.96
Bakkavor USA	JG-Existing	4	0.00	0	0.00	16,244.84	49	331.53	16,244.84	49	331.53
Cognizant Technology Solutions	JG-Existing	2	0.00	0	0.00	97,010.70	35	2,771.73	97,010.70	35	2,771.73
KURZ Transfer Products (project 2)	JG-Existing	3	0.00	0	0.00	9,459.90	25	378.40	9,459.90	25	378.40
Old Republic Home Protection, Inc.	JG-New	1	0.00	0	0.00	101,646.98	280	363.02	101,646.98	280	363.02
Printful (project 2)	JG-Existing	2	0.00	0	0.00	21,788.50	74	294.44	21,788.50	74	294.44
Central Piedmont Total			**$0.00**	**0**	**$0.00**	**$361,344.56**	**662**	**$545.84**	**$361,344.56**	**662**	**$545.84**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Cleveland Community College											
AMES/IMC Copper Group	JG-Existing	1	0.00	0	0.00	28,278.16	52	543.81	28,278.16	52	543.81
Greenheck Fan Corporation (project 3)	JG-Existing	1	0.00	0	0.00	30,670.09	115	266.70	30,670.09	115	266.70
KSM Castings NC, Inc. (project 3)	JG-Existing	2	0.00	0	0.00	64,854.92	172	377.06	64,854.92	172	377.06
Southeastern Container	JG-Existing	1	0.00	0	0.00	20,889.57	61	342.45	20,889.57	61	342.45
Steffes	JG-New	1	0.00	0	0.00	13,871.41	17	815.97	13,871.41	17	815.97
STI - Kings Plush (project 2)	JG-Existing	2	0.00	0	0.00	35,372.91	56	631.66	35,372.91	56	631.66
Zapps Wholesale	JG-Existing	1	0.00	0	0.00	39,600.00	16	2,475.00	39,600.00	16	2,475.00
Cleveland Total			**$0.00**	**0**	$0.00	**$233,537.06**	**489**	**$477.58**	**$233,537.06**	**489**	**$477.58**
Coastal Carolina Community College											
Stanadyne, LLC (Jacksonville) (project 2)	TI-Existing	3	0.00	0	0.00	2,493.40	55	45.33	2,493.40	55	45.33
Coastal Carolina Total			**$0.00**	**0**	$0.00	**$2,493.40**	**55**	**$45.33**	**$2,493.40**	**55**	**$45.33**
College of the Albemarle											
Daedalus Yachts (project 2)	JG-Existing	1	9,600.00	27	$355.56	7,740.00	66	117.27	17,340.00	75	231.20
Telephonics	JG-Existing	3	0.00	0	$0.00	4,457.00	28	159.18	4,457.00	28	159.18
College of the Albemarle Total			**$9,600.00**	**27**	**$355.56**	**$12,197.00**	**94**	**$129.76**	**$21,797.00**	**103**	**$211.62**
Craven Community College											
BSH Home Appliances Corporation (project 3)	JG-Existing	1	0.00		0.00	1,980.00	25	79.20	1,980.00	25	79.20
Craven Total			**$0.00**	**0**	$0.00	**$1,980.00**	**25**	**$79.20**	**$1,980.00**	**25**	**$79.20**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Davidson-Davie Community College											
EGGER Wood Products	JG-New	3	0.00	0	0.00	50,136.78	59	849.78	50,136.78	59	849.78
MasterBrand Cabinets, Inc. (Lexington)	JG-Existing	2	0.00	0	0.00	24,953.50	46	542.47	24,953.50	46	542.47
North State Machine, Inc.	PE-Existing	2	0.00	0	0.00	4,782.89	8	597.86	4,782.89	8	597.86
Davidson-Davie Total			**$0.00**	**0**	$0.00	**$79,873.17**	**113**	**$706.84**	**$79,873.17**	**113**	**$706.84**
Durham Technical Community College											
Baebies, Inc.	JG-Existing	2	0.00	0	0.00	36,833.60	128	287.76	36,833.60	128	287.76
Eli Lilly and Company	JG-New	1	0.00	0	0.00	14,958.24	68	219.97	14,958.24	68	219.97
Humacyte	JG-Existing	4	0.00	0	0.00	8,249.99	44	187.50	8,249.99	44	187.50
IBM Corporation **[#]**	PE-Existing	1	0.00	0	0.00	125,826.11	34	3,700.77	125,826.11	34	3,700.77
KBI Biopharma	JG-Existing	4	0.00	0	0.00	19,308.99	76	254.07	19,308.99	76	254.07
KBI Biopharma (project 2)	JG-Existing	1	0.00	0	0.00	14,283.67	62	230.38	14,283.67	62	230.38
Merck Manufacturing (project 6)	JG-Existing	2	0.00	0	0.00	167,242.30	227	736.75	167,242.30	227	736.75
Morinaga America Foods (project 2)	JG-Existing	3	0.00	0	0.00	11,865.85	25	474.63	11,865.85	25	474.63
Novartis Gene Therapies (frmly AveXis, Inc.)	JG-New	4	0.00	0	0.00	5,797.99	81	71.58	5,797.99	81	71.58
Pfizer, Inc. (Chapel Hill)	JG-Existing	2	0.00	0	0.00	20,984.30	37	567.14	20,984.30	37	567.14
Precision BioSciences, Inc.	JG-Existing	2	0.00	0	0.00	32,438.72	94	345.09	32,438.72	94	345.09
Teamworks	JG-Existing	3	0.00	0	0.00	7,480.02	28	267.14	7,480.02	28	267.14
Tergus Pharmaceuticals	JG-Existing	1	0.00	0	0.00	26,642.01	114	233.70	26,642.01	114	233.70
Durham Total			**$0.00**	**0**	$0.00	**$491,911.79**	**1,018**	**$483.21**	**$491,911.79**	**1,018**	**$483.21**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Edgecombe Community College											
ABB (Pinetops) (project 2) **[**]**	JG-Existing	4	0.00	0	0.00	75.00	0	0.00	75.00	0	0.00
Corning, Inc. (Distribution Center)	JG-Existing	2	0.00	0	0.00	2,292.08	50	45.84	2,292.08	50	45.84
LS Cable & System USA, Inc. (project 2)	JG-Existing	1	0.00	0	0.00	3,708.30	12	309.03	3,708.30	12	309.03
Madem-Moorecraft **[**]**	JG-Existing	4	0.00	0	0.00	1,014.00	0	0.00	1,014.00	0	0.00
Murdock Webbing	JG-Existing	3	0.00	0	0.00	1,257.81	28	44.92	1,257.81	28	44.92
OSSID, LLC (project 2)	PE-Existing	1	0.00	0	0.00	6,622.36	14	473.03	6,622.36	14	473.03
Sara Lee Frozen Bakery (project 3)	JG-Existing	2	0.00	0	0.00	14,905.12	53	281.23	14,905.12	53	281.23
Edgecombe Total			**$0.00**	**0**	$0.00	**$29,874.67**	**157**	**$190.28**	**$29,874.67**	**157**	**$190.28**
Fayetteville Technical Community College											
Booz Allen Hamilton	JG-Existing	2	0.00	0	0.00	32,525.00	41	793.29	32,525.00	41	793.29
Clear Path Recycling (project 4)	PE-Existing	2	0.00	0	0.00	3,523.77	17	207.28	3,523.77	17	207.28
MANN+HUMMEL Filtration Technology (project 3)	PE-Existing	3	0.00	0	0.00	13,093.88	78	167.87	13,093.88	78	167.87
Walmart Distribution Center	TI-Existing	2	0.00	0	0.00	6,958.33	6	1,159.72	6,958.33	6	1,159.72
Fayetteville Total			**$0.00**	**0**	$0.00	**$56,100.98**	**142**	**$395.08**	**$56,100.98**	**142**	**$395.08**
Forsyth Technical Community College											
Ardagh Metal Packaging USA Corporation	JG-Existing	1	0.00	0	0.00	1,096.92	14	78.35	1,096.92	14	78.35
Carolina Narrow Fabric	JG-Existing	3	0.00	0	0.00	730.24	8	91.28	730.24	8	91.28
Clarios (project 3)	JG-Existing	2	0.00	0	0.00	3,104.97	9	345.00	3,104.97	9	345.00

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

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Hayward Industries	JG-Existing	2	0.00	0	0.00	9,357.97	95	98.50	9,357.97	95	98.50
Siemens Energy (Rural Hall) (project 3)	JG-Existing	4	0.00	0	0.00	18,497.96	45	411.07	18,497.96	45	411.07
TriMark Foodcraft	TI-Existing	3	0.00	0	0.00	6,910.08	28	246.79	6,910.08	28	246.79
Triumph Actuation Systems (project 3)	JG-Existing	3	0.00	0	0.00	7,021.76	39	180.05	7,021.76	39	180.05
Forsyth Total			**$0.00**	**0**	**$0.00**	**$46,719.90**	**238**	**$196.30**	**$46,719.90**	**238**	**$196.30**
Gaston College											
Blum	JG-Existing	4	0.00	0	0.00	59,947.65	170	352.63	59,947.65	170	352.63
Blum (project 2)	JG-Existing	1	0.00	0	0.00	39,310.30	52	755.97	39,310.30	52	755.97
Cataler North America (project 4)	JG-Existing	2	0.00	0	0.00	100,437.59	123	816.57	100,437.59	123	816.57
Dixon Quick Coupling (project 3)	JG-Existing	3	0.00	0	0.00	57,220.39	37	1,546.50	57,220.39	37	1,546.50
Dole Fresh Vegetables, Inc. (project 3)	JG-Existing	1	0.00	0	0.00	4,537.50	26	174.52	4,537.50	26	174.52
Fab-Tec, Inc.	JG-Existing	2	0.00	0	0.00	11,689.15	7	1,669.88	11,689.15	7	1,669.88
Hays Fluid Controls	JG-Existing	1	0.00	0	0.00	13,767.60	17	809.86	13,767.60	17	809.86
Husky Rack & Wire	JG-Existing	3	0.00	0	0.00	104,099.33	167	623.35	104,099.33	167	623.35
HYDAC	JG-Existing	4	0.00	0	0.00	2,431.00	6	405.17	2,431.00	6	405.17
J & L Machine and Fabrication	JG-Existing	2	0.00	0	0.00	25,461.30	30	848.71	25,461.30	30	848.71
KACO USA, Inc. (project 4)	JG-Existing	4	0.00	0	0.00	8,684.50	15	578.97	8,684.50	15	578.97
Metyx USA	JG-Existing	2	0.00	0	0.00	5,397.70	13	415.21	5,397.70	13	415.21
Owens Corning (project 3)	TI-Existing	1	0.00	0	0.00	23,235.85	31	749.54	23,235.85	31	749.54
Tenowo, Inc. (project 2)	TI-Existing	1	0.00	0	0.00	11,847.00	74	160.09	11,847.00	74	160.09
Gaston Total			**$0.00**	**0**	**$0.00**	**$468,066.86**	**768**	**$609.46**	**$468,066.86**	**768**	**$609.46**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Guilford Technical Community College											
Amada	JG-Existing	1	0.00	0	0.00	1,331.65	46	28.95	1,331.65	46	28.95
Core Technology Molding (project 2)	JG-Existing	3	0.00	0	0.00	26,056.14	23	1,132.88	26,056.14	23	1,132.88
Engineered Controls International (project 3)	JG-Existing	1	0.00	0	0.00	28,542.00	90	317.13	28,542.00	90	317.13
Harriss and Covington Hosiery Mills, Inc. (project 2)	JG-Existing	1	0.00	0	0.00	3,384.26	17	199.07	3,384.26	17	199.07
Noregon	JG-Existing	2	0.00	0	0.00	11,810.89	56	210.91	11,810.89	56	210.91
Prepac Manufacturing US	JG-New	2	0.00	0	0.00	17,176.84	13	1,321.30	17,176.84	13	1,321.30
Wysong (project 3)	JG-Existing	1	0.00	0	0.00	182.00	18	10.11	182.00	18	10.11
Ziehl-Abegg, Inc. (project 2)	JG-Existing	3	0.00	0	0.00	18,128.00	136	133.29	18,128.00	136	133.29
Guilford Total			**$0.00**	**0**	**$0.00**	**$106,611.78**	**399**	**$267.20**	**$106,611.78**	**399**	**$267.20**
Halifax Community College											
AirBoss Rubber Solutions (project 3)	PE-Existing	1	0.00	0	0.00	1,125.30	14	80.38	1,125.30	14	80.38
Halifax Total			**$0.00**	**0**	**$0.00**	**$1,125.30**	**14**	**$80.38**	**$1,125.30**	**14**	**$80.38**
Haywood Community College											
ConMet (Canton) (project 2)	PE-Existing	4	0.00	0	0.00	5,056.00	12	421.33	5,056.00	12	421.33
Evergreen Packaging (project 3)	TI-Existing	1	0.00	0	0.00	186,633.74	210	888.73	186,633.74	210	888.73
Haywood Total			**$0.00**	**0**	**$0.00**	**$191,689.74**	**222**	**$863.47**	**$191,689.74**	**222**	**$863.47**
James Sprunt Community College											
House of Raeford (project 2)	JG-Existing	3	0.00	0	0.00	56,108.09	363	154.57	56,108.09	363	154.57
James Sprunt Total			**$0.00**	**0**	**$0.00**	**$56,108.09**	**363**	**$154.57**	**$56,108.09**	**363**	**$154.57**

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Johnston Community College											
Grifols - NFF (project 4)	PE-Existing	4	0.00	0	0.00	9,050.00	5	1,810.00	9,050.00	5	1,810.00
Grifols - NFB (project 5)	JG-Existing	1	0.00	0	0.00	24,871.29	232	107.20	24,871.29	232	107.20
Studio TK (project 3)	JG-Existing	1	0.00	0	0.00	4,227.70	20	211.39	4,227.70	20	211.39
Johnston Total			**$0.00**	**0**	$0.00	**$38,148.99**	**257**	**$148.44**	**$38,148.99**	**257**	**$148.44**
Lenoir Community College											
Field Controls Company (project 2)	JG-Existing	4	0.00	0	0.00	1,806.06	16	112.88	1,806.06	16	112.88
West Pharmaceutial (project 3)	JG-Existing	1	0.00	0	0.00	9,199.60	14	657.11	9,199.60	14	657.11
Lenoir Total			**$0.00**	**0**	$0.00	**$11,005.66**	**30**	**$366.86**	**$11,005.66**	**30**	**$366.86**
Martin Community College											
Domtar (project 4)	JG-Existing	1	0.00	0	0.00	31,680.00	29	1,092.41	31,680.00	29	1,092.41
Martin Total			**$0.00**	**0**	$0.00	**$31,680.00**	**29**	**$1,092.41**	**$31,680.00**	**29**	**$1,092.41**
McDowell Technical Community College											
Baxter Healthcare (project 2)	PE-Existing	4	0.00	0	0.00	32,795.07	17	1,929.12	32,795.07	17	1,929.12
McDowell Total			**$0.00**	**0**	$0.00	**$32,795.07**	**17**	**$1,929.12**	**$32,795.07**	**17**	**$1,929.12**
Mitchell Community College											
Badger Sportswear	JG-Existing	2	0.00	0	0.00	7,335.38	171	42.90	7,335.38	171	42.90

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
BestCo, Inc. (project 3)	JG-Existing	2	0.00	0	0.00	9,615.73	16	600.98	9,615.73	16	600.98
Corvid Technologies	JG-Existing	4	0.00	0	0.00	42,905.88	25	1,716.24	42,905.88	25	1,716.24
KAM Solutions	JG-Existing	3	0.00	0	0.00	4,992.33	35	142.64	4,992.33	35	142.64
NGK Ceramics USA, Inc. (Phase 5)	JG-Existing	2	0.00	0	0.00	27,857.88	89	313.01	27,857.88	89	313.01
Mitchell Total			**$0.00**	**0**	$0.00	**$92,707.20**	**336**	**$275.91**	**$92,707.20**	**336**	**$275.91**
Nash Community College											
Belt Concepts	JG-Existing	1	0.00	0	0.00	11,937.00	9	1,326.33	11,937.00	9	1,326.33
Poppies International, Inc.	JG-Existing	2	0.00	0	0.00	6,804.80	109	62.43	6,804.80	109	62.43
Nash Total			**$0.00**	**0**	$0.00	**$18,741.80**	**118**	**$158.83**	**$18,741.80**	**118**	**$158.83**
Piedmont Community College											
GKN Driveline (Timberlake) (project 3)	TI-Existing	2	0.00	0	0.00	14,877.50	42	354.23	14,877.50	42	354.23
P & A Industrial Fabrications (project 5)	PE-Existing	3	0.00	0	0.00	1,870.00	17	110.00	1,870.00	17	110.00
Polywood Outdoor	JG-New	4	0.00	0	0.00	26,950.42	105	256.67	26,950.42	105	256.67
Piedmont Total			**$0.00**	**0**	$0.00	**$43,697.92**	**164**	**$266.45**	**$43,697.92**	**164**	**$266.45**
Pitt Community College											
Accuflex Packaging	PE-Existing	2	0.00	0	0.00	7,123.24	12	593.60	7,123.24	12	593.60
Attindas Hygiene Partners (project 2) (frmly Domtar)	PE-Existing	2	0.00	0	0.00	4,180.52	43	97.22	4,180.52	43	97.22
DSM Dyneema (project 4)	PE-Existing	2	0.00	0	0.00	8,469.68	15	564.65	8,469.68	15	564.65
Greenville Produce Company	JG-Existing	1	0.00	0	0.00	4,533.00	29	156.31	4,533.00	29	156.31

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Hyster-Yale Group (project 4)	PE-Existing	3	0.00	0	0.00	16,365.43	43	380.59	16,365.43	43	380.59
Mayne Pharma (project 2)	PE-Existing	2	0.00	0	0.00	12,079.79	27	447.40	12,079.79	27	447.40
Purilum (project 2)	PE-Existing	1	0.00	0	0.00	905.95	6	150.99	905.95	6	150.99
The Hammock Source	PE-Existing	1	0.00	0	0.00	1,695.44	21	80.74	1,695.44	21	80.74
Thermo Fisher Scientific (project 3)	JG-Existing	1	0.00	0	0.00	6,819.43	41	166.33	6,819.43	41	166.33
Pitt Total			**$0.00**	**0**	$0.00	**$62,172.48**	**237**	**$262.33**	**$62,172.48**	**237**	**$262.33**
Randolph Community College											
Brisco Apparel Company	JG-Existing	1	0.00	0	0.00	4,840.00	26	186.15	4,840.00	26	0.00
Hubbell Industrial Controls (project 2) (Group project; also includes Phase Change Energy Solutions, Greif, and Fibertext Personal Care)	JG-Existing	3	0.00	0	0.00	11,114.44	29	383.26	11,114.44	29	0.00
Phoenix Precision Machining (Group project; also includes Kennametal #2 and United Brass Works #2)	PE-Existing	4	0.00	0	0.00	1,977.89	16	123.62	1,977.89	16	123.62
Technimark (project 3)	JG-Existing	1	0.00	0	0.00	4,804.05	88	54.59	4,804.05	88	54.59
Randolph Total			**$0.00**	**0**	$0.00	**$22,736.38**	**159**	**$143.00**	**$22,736.38**	**159**	**$143.00**
Richmond Community College											
American Woodmark (project 2)	TI-Existing	2	0.00	0	0.00	5,561.00	12	463.42	5,561.00	12	463.42
Cascades Tissue (project 3) **[#]**	TI-Existing	1	0.00	0	0.00	8,580.00	2	4,290.00	8,580.00	2	4,290.00
Global Packaging (project 3)	TI-Existing	2	0.00	0	0.00	869.30	12	72.44	869.30	12	72.44
Huvepharma	TI-Existing	1	0.00	0	0.00	5,879.64	12	489.97	5,879.64	12	489.97
Service Thread (project 8)	TI-Existing	1	0.00	0	0.00	13,200.00	15	880.00	13,200.00	15	880.00
VBC Manufacturing	JG-New	3	0.00	0	0.00	7,203.00	20	360.15	7,203.00	20	360.15

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Richmond Total			**$0.00**	**0**	$0.00	**$41,292.94**	**73**	**$565.66**	**$41,292.94**	**73**	**$565.66**
Robeson Community College											
Crew Boss	JG-New	1	5,142.00	9	$571.33	7,499.60	6	1,249.93	12,641.60	15	842.77
Robeson Total			**$5,142.00**	**9**	**$571.33**	**$7,499.60**	**6**	**$1,249.93**	**$12,641.60**	**15**	**$842.77**
Rockingham Community College											
KDH Defense Systems (project 3)	PE-Existing	3	0.00	0	0.00	1,485.00	166	8.95	1,485.00	166	8.95
Rockingham Total			**$0.00**	**0**	$0.00	**$1,485.00**	**166**	**$8.95**	**$1,485.00**	**166**	**$8.95**
Rowan-Cabarrus Community College											
Continental Structural Plastics (project 2)	JG-Existing	3	0.00	0	0.00	13,415.23	225	59.62	13,415.23	225	59.62
Driveshaft Shop	JG-Existing	1	0.00	0	0.00	7,525.00	51	147.55	7,525.00	51	147.55
Eastern Wholesale Fence, LLC.	JG-New	1	0.00	0	0.00	17,877.72	105	170.26	17,877.72	105	170.26
Filltech, USA (project 2)	JG-Existing	1	0.00	0	0.00	18,660.00	249	74.94	18,660.00	249	74.94
OILES America Corp (project 2)	PE-Existing	3	0.00	0	0.00	11,404.00	167	68.29	11,404.00	167	68.29
Prime Beverage Group, LLC	JG-New	2	0.00	0	0.00	1,760.00	6	293.33	1,760.00	6	293.33
Rowan-Cabarrus Total			**$0.00**	**0**	$0.00	**$70,641.95**	**803**	**$87.97**	**$70,641.95**	**803**	**$87.97**
Sandhills Community College											
Kolcraft	PE-Existing	2	0.00	0	0.00	10,379.00	32	324.34	10,379.00	32	324.34
Reliance Packaging (project 2)	JG-Existing	2	0.00	0	0.00	9,731.00	23	423.09	9,731.00	23	423.09

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
Sandhills Total			**$0.00**	**0**	$0.00	**$20,110.00**	**55**	**$365.64**	**$20,110.00**	**55**	**$365.64**
South Piedmont Community College											
Glenmark Pharmaceuticals, Ltd. (project 2)	JG-Existing	3	0.00	0	0.00	55,588.59	245	226.89	55,588.59	245	226.89
GM Nameplate	JG-Existing	2	0.00	0	0.00	11,325.19	61	185.66	11,325.19	61	185.66
Instrument Transformer Equipment Corporation	PE-Existing	3	0.00	0	0.00	13,355.80	15	890.39	13,355.80	15	890.39
South Piedmont Total			**$0.00**	**0**	$0.00	**$80,269.58**	**321**	**$250.06**	**$80,269.58**	**321**	**$250.06**
Southeastern Community College											
Black's Tire Distribution Center	JG-Existing	2	0.00	0	0.00	1,101.71	18	61.21	1,101.71	18	61.21
Southeastern Total			**$0.00**	**0**	$0.00	**$1,101.71**	**18**	**$61.21**	**$1,101.71**	**18**	**$61.21**
Stanly Community College											
Michelin Aircraft Tire (project 3)	PE-Existing	4	0.00	0	0.00	3,451.14	11	313.74	3,451.14	11	313.74
Stanly Total			**$0.00**	**0**	**#DIV/0!**	**$3,451.14**	**11**	**$313.74**	**$3,451.14**	**11**	**$313.74**
Surry Community College											
Altec Industries (Mt. Airy) (project 2)	JG-Existing	2	0.00	0	0.00	17,459.77	130	134.31	17,459.77	130	134.31
B & G Foods Snacks, Inc. (project 3)	PE-Existing	3	0.00	0	0.00	19,800.00	18	1,100.00	19,800.00	18	1,100.00
Carport-Central.Com, Inc.	JG-Existing	2	0.00	0	0.00	18,585.00	23	808.04	18,585.00	23	808.04
Gitman Neckwear	PE-Existing	3	0.00	0	0.00	143.00	19	7.53	143.00	19	7.53
Leonard USA (project 2)	JG-Existing	3	0.00	0	0.00	2,860.75	25	114.43	2,860.75	25	114.43
Nester Hosiery, Inc. (project 2)	PE-Existing	4	0.00	0	0.00	691.00	19	36.37	691.00	19	36.37

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
United Plastics (project 3)	PE-Existing	2	0.00	0	0.00	11,060.50	17	650.62	11,060.50	17	650.62
Surry Total			**$0.00**	**0**	$0.00	**$70,600.02**	**251**	**$281.27**	**$70,600.02**	**251**	**$281.27**
Tri-County Community College											
Aegis Power Systems, Inc.	JG-Existing	1	0.00	0	0.00	2,496.00	14	178.29	2,496.00	14	178.29
Tri-County Total			**$0.00**	**0**	$0.00	**$2,496.00**	**14**	**$178.29**	**$2,496.00**	**14**	**$178.29**
Vance-Granville Community College											
Dill Air Controls (project 2)	JG-Existing	3	0.00	0	0.00	12,968.74	39	332.53	12,968.74	39	332.53
East West Manufacturing (project 2) (formerly Team Mfg.)	JG-Existing	1	0.00	0	0.00	45,485.90	65	699.78	45,485.90	65	699.78
Revlon (project 3)	TI-Existing	3	0.00	0	0.00	23,350.00	138	169.20	23,350.00	138	169.20
Select Products Holdings, LLC	JG-New	2	0.00	0	0.00	21,334.24	13	1,641.10	21,334.24	13	1,641.10
Vance-Granville Total			**$0.00**	**0**	$0.00	**$103,138.88**	**255**	**$404.47**	**$103,138.88**	**255**	**$404.47**
Wake Technical Community College											
Accu-Tool, LLC	JG-Existing	1	0.00	0	0.00	10,200.44	6	1,700.07	10,200.44	6	1,700.07
Advance Auto Parts (Raleigh Support Center)	JG-Existing	3	0.00	0	0.00	131,923.00	624	211.42	131,923.00	624	211.42
Allscripts (project 2)	JG-Existing	3	0.00	0	0.00	50,999.59	142	359.15	50,999.59	142	359.15
Amazon Fulfillment Center (Wake Co.)	JG-Existing	1	0.00	0	0.00	123,237.58	107	1,151.75	123,237.58	107	1,151.75
Biogen (project 2)	JG-Existing	3	0.00	0	0.00	53,095.50	82	647.51	53,095.50	82	647.51
Braven Environmental (Zebulon)	JG-Existing	1	0.00	0	0.00	17,445.97	31	562.77	17,445.97	31	562.77
Credit Suisse (project 2)	JG-Existing	2	0.00	0	0.00	265,510.00	393	675.60	265,510.00	393	675.60

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
FUJIFILM Diosynth Biotechnologies (Morrisville)	JG-Existing	1	0.00	0	0.00	7,440.98	66	112.74	7,440.98	66	112.74
John Deere Turf Care (project 4)	JG-Existing	2	0.00	0	0.00	7,063.63	40	176.59	7,063.63	40	176.59
Maverick Solutions	JG-Existing	2	0.00	0	0.00	26,978.27	69	390.99	26,978.27	69	390.99
Merz North America (HQ) (project 2)	JG-Existing	2	0.00	0	0.00	74,238.77	163	455.45	74,238.77	163	455.45
PCX Corporation	JG-Existing	1	0.00	0	0.00	3,608.75	17	212.28	3,608.75	17	212.28
Pendo	JG-Existing	3	0.00	0	0.00	132,508.88	451	293.81	132,508.88	451	293.81
Schmalz, Inc. (project 2)	JG-Existing	2	0.00	0	0.00	27,578.43	35	787.96	27,578.43	35	787.96
Seqirus (project 6)	JG-Existing	3	0.00	0	0.00	51,689.00	115	449.47	51,689.00	115	449.47
Xerox (Cary)	JG-Existing	1	0.00	0	0.00	41.03	8	5.13	41.03	8	5.13
Wake Total			**$0.00**	**0**	$0.00	**$983,559.82**	**2,349**	**$418.71**	**$983,559.82**	**2,349**	**$418.71**
Wayne Community College											
Case Farms Processing (Dudley)	JG-Existing	2	0.00	0	0.00	660.00	6	110.00	660.00	6	110.00
General Industries, Inc.	TI-Existing	1	0.00	0	0.00	4,222.94	26	162.42	4,222.94	26	162.42
Stormberg Foods	JG-New	4	0.00	0	0.00	609.00	13	46.85	609.00	13	46.85
Wayne Total			**$0.00**	**0**	$0.00	**$5,491.94**	**45**	**$122.04**	**$5,491.94**	**45**	**$122.04**
Western Piedmont Community College											
Greenworks Tools	JG-New	2	0.00	0	0.00	1,421.80	15	94.79	1,421.80	15	94.79
Leviton Southern Devices (project 3)	PE-Existing	1	0.00	0	0.00	11,178.46	77	145.17	11,178.46	77	145.17
Marves Industries (project 3)	JG-Existing	4	0.00	0	0.00	2,896.17	30	96.54	2,896.17	30	96.54
Meridian Specialty Yarn Group, Inc. (project 2)	PE-Existing	3	0.00	0	0.00	2,072.48	142	14.59	2,072.48	142	14.59

North Carolina Community College System

Customized Training Project Expenditures

(Funding Purpose 361)

Reporting Period: July 1, 2021 - June 30, 2022

College/Company [1]	Project Type [2]	Number of Fiscal Years Funded [3]	Company Training Reimbursement Expenditures [4]	Number Trained by Company Instructors [5]	Average Company Reimburse-ment Per Trainee [6]	College Training Expenditures [7]	Number Trained by College Instructors [8]	Average College Cost Per Trainee [9]	Total Expenditures [10]	Total Trained by Company & College Instructors [11]	Average Total Cost Per Trainee [12]
SGL Carbon	PE-Existing	3	0.00	0	0.00	14,822.58	88	168.44	14,822.58	88	168.44
Synergy Labs	JG-New	2	0.00	0	0.00	286.00	89	3.21	286.00	89	3.21
UNIX Packaging, LLC	JG-Existing	1	0.00	0	0.00	584.24	114	5.12	584.24	114	5.12
Valdese Weavers (project 5)	TI-Existing	1	0.00	0	0.00	13,816.00	19	727.16	13,816.00	19	727.16
Western Piedmont Total			**$0.00**	**0**	$0.00	**$47,077.73**	**574**	**$82.02**	**$47,077.73**	**574**	**$82.02**
Wilkes Community College											
Gardner Glass (project 2)	PE-Existing	1	0.00	0	0.00	7,022.49	21	334.40	7,022.49	21	334.40
GE Aviation (West Jefferson) (project 3)	JG-Existing	1	0.00	0	0.00	82,755.54	76	1,088.89	82,755.54	76	1,088.89
U.S. Chemical Storage (project 2)	PE-Existing	3	0.00	0	0.00	938.00	33	28.42	938.00	33	28.42
Weslacova Corporation	PE-Existing	1	0.00	0	0.00	30,553.88	16	1,909.62	30,553.88	16	1,909.62
Wilkes Total			**$0.00**	**0**	$0.00	**$121,269.91**	**146**	**$830.62**	**$121,269.91**	**146**	**$830.62**
Wilson Community College											
3C Store Fixtures (project 2)	PE-Existing	4	0.00	0	0.00	3,281.68	22	149.17	3,281.68	22	149.17
Ardagh Group	PE-Existing	2	0.00	0	0.00	65,631.50	75	875.09	65,631.50	75	875.09
Smithfield Foods (Wilson) (project 2)	PE-Existing	1	0.00	0	0.00	36,965.50	33	1,120.17	36,965.50	33	1,120.17
Sun River Services Corporation (project 2)	PE-Existing	1	0.00	0	0.00	2,015.52	94	21.44	2,015.52	94	21.44
Wilson Total			**$0.00**	**0**	$0.00	**$107,894.20**	**224**	**$481.67**	**$107,894.20**	**224**	**$481.67**
SYSTEM TOTALS			**$73,230.00**	**41**	**$1,786.10**	**$5,377,016.88**	**14,086**	**$381.73**	**$5,450,246.88**	**14,104**	**$386.43**

Project Expenditures: $5,450,246.88

Media Development Office Expenditures: $380,579.50

Total Expenditures: $5,830,826.38

ADDENDUM

Customized Training Project Expenditures Footnotes

The report is footnoted to explain company and/or college project expenditures, if: there were trainees but no expenditures; there were expenditures but no trainees reported; there were colleges which reported an excessive average total cost per trainee; or, there were categorical equipment expenditures.

[*]	Projects where colleges reported trainees but did not incur expenditures is the result of: 1) training provided by NC Community Colleges Regional Trainers and/or BioNetwork instructors; 2) training provided by Regional Trainers whereby colleges opted not to utilize the earned administrative allowance; 3) company and/or 3rd Party provider opted not to be reimbursed for training; and 4) training scheduled and paid for in previous year, but a portion postponed by the company, resulting in training being completed in the next fiscal year.
[**]	Projects where company or college expenditures were incurred but there were no trainees reported, the expenditures fall within one or more of the following categories: 1) instructional supplies, materials, and applicable tax and shipping costs; 2) curriculum development for course training; 3) travel costs including in-state, out-of-state, or out-of-country; 4) earned administrative allowance and/or approved administrative allowance carryforward earned from prior fiscal year; 5) job profiles; 6) authorized equipment purchase as stipulated in the Customized Training Program guidelines; 7) project director/coordinator/support staff's salary; 8) balance of invoices paid for training which occurred in late June of the prior fy; and, 9) developmental expenditures authorization.
[#]	Projects where colleges reported an excessive "average total cost per trainee," the excess expenditures fall within one or more of the following categories: 1) high-tech specialized training/instructional materials and/or certification; 2) training conducted for a smaller number of employees due to production demand; 3) job profiling; 4) registration fees for specialized training; 5) approved equipment purchase/lease costs; and 6) approved out-of-state and out-of-country travel costs associated with the project . These are ongoing projects which, upon completion, will illustrate the average total cost per trainee as originally approved, unless noted otherwise.

Media Development Office

The Customized Training Program supports the Media Development Office (MDO), which is hosted by Wilkes Community College. During Fiscal Year 2021-2022, the MDO began with 11 projects underway. Three of the projects were completed which were comprised of a total of 39.22 minutes and produced an average cost of $1,755.50 per finished minute. The eight remaining projects will be carried into fy 2022-2023, for completion. The Media Development Office expenditures totaled **$380,579.50**.

NC COMMUNITY COLLEGES
CREATING SUCCESS

Customized Training Projects by Industry Cluster
FY 2021-2022

Industry Cluster	Number of Projects by Cluster	Industry Cluster	Number of Projects by Cluster
Metals/Iron/Steel	26	Wood/Paper/Printing	11
Pharmaceutical/Medical	26	Machinery/Equipment	9
Textiles/Apparel	25	Furniture/Fixtures/Appliances/ Hardware	9
Transportation	24	Warehousing/Distribution	7
Food/Beverage/Tobacco Procession	22	Chemical	6
Plastics/Rubber/Glass/Cement	15	Business Support Services	5
Computers/Electronics/Electrical	12	Information	4
Miscellaneous Manufacturing	10	Construction	1
Processional/Scientific/Technical Services	10	TOTAL PROJECTS	222

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Alamance	Carolina Biological Supply	Miscellaneous Manufacturing
Alamance	Engineered Controls International (Elon)	Machinery/Equipment
Alamance	Prescient, Inc.	Food/Beverages/Tobacco Processing
Alamance	Sports Endeavors, Inc. (Mebane)	Textiles/Apparel
Asheville	BorgWarner Turbo Systems	Transportation
Asheville	Buchi Kombucha	Food/Beverages/Tobacco Processing
Asheville	Eaton Avery Creek	Computers/Electronics/Electrical
Asheville	GE Aviation (Asheville)	Transportation
Asheville	Jacob Holm Industries	Miscellaneous Manufacturing
Asheville	New Belgium Brewing	Food/Beverages/Tobacco Processing
Asheville	Pratt & Whitney	Transportation
Asheville	Thermo Fisher Scientific	Pharmaceutical/Medical
Asheville	Wicked Weed Brewing	Food/Beverages/Tobacco Processing
Beaufort	AAF Flanders	Metals/Iron/Steel
Beaufort	County Road Seafood	Food/Beverages/Tobacco Processing
Beaufort	idX Corporation	Furniture/Fixtures/Appliances/Hardware
Beaufort	Nutrien (frmly Potash Aurora)	Chemical
Beaufort	Pamlico Yachtworks	Transportation
Bladen	Smithfield Plant (Tar Heel)	Food/Beverages/Tobacco Processing
Blue Ridge	Bold Rock	Food/Beverages/Tobacco Processing
Blue Ridge	Kimberly Clark Corporation	Textiles/Apparel
Blue Ridge	Norafin (Americas), Inc.	Textiles/Apparel
Blue Ridge	Survival Innovations	Textiles/Apparel
Caldwell	Bakers Waste Equipment	Metals/Iron/Steel
Caldwell	Exela Pharma Sciences	Pharmaceutical/Medical
Caldwell	Stalleregenes Greer	Pharmaceutical/Medical
Cape Fear	Acme Smoked Fish	Food/Beverages/Tobacco Processing
Cape Fear	Castle Branch	Information
Cape Fear	CloudWyze	Information
Cape Fear	Edge-Works Manufacturing Company, Inc.	Textiles/Apparel
Cape Fear	Vantaca, LLC	Professional/Scientific/Technical Services
Carteret	Parker Boats	Transportation
Catawba Valley	Corning Optical Communications	Computers/Electronics/Electrical
Catawba Valley	GKN ePowertrain	Transportation
Catawba Valley	Prysmian Group	Computers/Electronics/Electrical

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Catawba Valley	Sunnyside Textiles	Textiles/Apparel
Central Carolina	Bharat Forge Aluminum USA, Inc.	Metals/Iron/Steel
Central Carolina	Caterpillar, Inc.	Machinery/Equipment
Central Carolina	Coty, Inc.	Miscellaneous Manufacturing
Central Carolina	Frontier Yarns, Inc.	Textiles/Apparel
Central Carolina	Mountaire Farms	Food/Beverages/Tobacco Processing
Central Carolina	Pentair Water Pool and Spa	Miscellaneous Manufacturing
Central Carolina	Pfizer	Pharmaceutical/Medical
Central Piedmont	Allstate Insurance Company (Operations Center)	Business Support Services
Central Piedmont	Amazon Fulfillment Center	Warehousing/Distribution
Central Piedmont	AvidXchange	Information
Central Piedmont	Bakkavor USA	Food/Beverages/Tobacco Processing
Central Piedmont	Cognizant Technology Solutions	Business Support Services
Central Piedmont	KURZ Transfer Products	Chemical
Central Piedmont	Old Republic Home Protection, Inc.	Business Support Services
Central Piedmont	Printful	Wood/Paper/Printing
Cleveland	AMES/IMC Copper Group	Metals/Iron/Steel
Cleveland	Greenheck Fan Corporation	Metals/Iron/Steel
Cleveland	KSM Castings NC, Inc.	Metals/Iron/Steel
Cleveland	Southeastern Container	Plastics/Rubber/Glass/Cement
Cleveland	Steffes	Metals/Iron/Steel
Cleveland	STI - Kings Plush	Textiles/Apparel
Cleveland	Zapps Wholesale	Warehousing/Distribution
Coastal Carolina	Stanadyne, LLC (Jacksonville)	Transportation
College of the Albemarle	Daedalus Yachts	Transportation
College of the Albemarle	Telephonics	Computers/Electronics/Electrical
Craven	BSH Home Appliances Corporation	Furniture/Fixtures/Appliances/Hardware
Davidson-Davie	EGGER Wood Products	Wood/Paper/Printing
Davidson-Davie	MasterBrand Cabinets, Inc. (Lexington)	Wood/Paper/Printing
Davidson-Davie	North State Machine, Inc.	Metals/Iron/Steel
Durham	Baebies, Inc.	Pharmaceutical/Medical
Durham	Eli Lilly and Company	Pharmaceutical/Medical
Durham	Humacyte	Professional/Scientific/Technical Services
Durham	IBM Corporation	Computers/Electronics/Electrical
Durham	KBI Biopharma	Pharmaceutical/Medical

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Durham	Merck Manufacturing	Pharmaceutical/Medical
Durham	Morinaga America Foods	Food/Beverages/Tobacco Processing
Durham	Novartis Gene Therapies (frmly AveXis, Inc.)	Pharmaceutical/Medical
Durham	Pfizer, Inc. (Chapel Hill)	Pharmaceutical/Medical
Durham	Precision BioSciences, Inc.	Professional/Scientific/Technical Services
Durham	Teamworks	Information
Durham	Tergus Pharmaceuticals	Pharmaceutical/Medical
Edgecombe	ABB (Pinetops)	Computers/Electronics/Electrical
Edgecombe	Corning, Inc. (Distribution Center)	Warehousing/Distribution
Edgecombe	LS Cable & System USA, Inc.	Computers/Electronics/Electrical
Edgecombe	Madem-Moorecraft	Wood/Paper/Printing
Edgecombe	Murdock Webbing	Textiles/Apparel
Edgecombe	OSSID, LLC	Machinery/Equipment
Edgecombe	Sara Lee Frozen Bakery	Food/Beverages/Tobacco Processing
Fayetteville	Booz Allen Hamilton	Business Support Services
Fayetteville	Clear Path Recycling	Plastics/Rubber/Glass/Cement
Fayetteville	MANN+HUMMEL Filtration Technology	Transportation
Fayetteville	Walmart Distribution Center	Warehousing/Distribution
Forsyth	Ardagh Metal Packaging USA Corporation	Metals/Iron/Steel
Forsyth	Carolina Narrow Fabric	Textiles/Apparel
Forsyth	Clarios	Transportation
Forsyth	Hayward Industries	Plastics/Rubber/Glass/Cement
Forsyth	Siemens Energy (Rural Hall)	Metals/Iron/Steel
Forsyth	TriMark Foodcraft	Miscellaneous Manufacturing
Forsyth	Triumph Actuation Systems	Transportation
Gaston	Blum	Furniture/Fixtures/Appliances/Hardware
Gaston	Cataler North America	Transportation
Gaston	Dixon Quick Coupling	Metals/Iron/Steel
Gaston	Dole Fresh Vegetables, Inc.	Food/Beverages/Tobacco Processing
Gaston	Fab-Tec, Inc.	Metals/Iron/Steel
Gaston	Hays Fluid Controls	Miscellaneous Manufacturing
Gaston	Husky Rack & Wire	Metals/Iron/Steel
Gaston	HYDAC	Metals/Iron/Steel
Gaston	J & L Machine and Fabrication	Metals/Iron/Steel
Gaston	KACO USA, Inc.	Transportation
Gaston	Metyx USA	Textiles/Apparel
Gaston	Owens Corning	Textiles/Apparel
Gaston	Tenowo, Inc.	Textiles/Apparel
Guilford	Amada	Machinery/Equipment

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Guilford	Core Technology Molding	Plastics/Rubber/Glass/Cement
Guilford	Engineered Controls International	Machinery/Equipment
Guilford	Harriss and Covington Hosiery Mills, Inc.	Textiles/Apparel
Guilford	Noregon	Professional/Scientific/Technical Services
Guilford	Prepac Manufacturing US	Furniture/Fixtures/Appliances/Hardware
Guilford	Wysong	Metals/Iron/Steel
Guilford	Ziehl-Abegg, Inc	Metals/Iron/Steel
Halifax	AirBoss Rubber Solutions	Plastics/Rubber/Glass/Cement
Haywood	ConMet (Canton)	Plastics/Rubber/Glass/Cement
Haywood	Evergreen Packaging	Wood/Paper/Printing
James Sprunt	House of Raeford	Food/Beverages/Tobacco Processing
Johnston	Grifols - NFF	Pharmaceutical/Medical
Johnston	Grifols - NFB	Pharmaceutical/Medical
Johnston	Studio TK	Furniture/Fixtures/Appliances/Hardware
Lenoir	Field Controls Company	Metals/Iron/Steel
Lenoir	West Pharmaceutial	Pharmaceutical/Medical
Martin	Domtar	Wood/Paper/Printing
McDowell	Baxter Healthcare	Pharmaceutical/Medical
Mitchell	Badger Sportswear	Textiles/Apparel
Mitchell	BestCo, Inc.	Pharmaceutical/Medical
Mitchell	Corvid Technologies	Professional/Scientific/Technical Services
Mitchell	KAM Solutions	Transportation
Mitchell	NGK Ceramics USA, Inc. (Phase 5)	Transportation
Nash	Belt Concepts	Metals/Iron/Steel
Nash	Poppies International, Inc.	Food/Beverages/Tobacco Processing
Piedmont	GKN Driveline (Timberlake)	Transportation
Piedmont	P & A Industrial Fabrications	Textiles/Apparel
Piedmont	Polywood Outdoor	Plastics/Rubber/Glass/Cement
Pitt	Accuflex Packaging	Wood/Paper/Printing
Pitt	Attindas Hygiene Partners (frmly Domtar)	Wood/Paper/Printing
Pitt	DSM Dyneema	Textiles/Apparel
Pitt	Greenville Produce Company	Warehousing/Distribution
Pitt	Hyster-Yale Group	Machinery/Equipment

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Pitt	Mayne Pharma	Pharmaceutical/Medical
Pitt	Purilum	Miscellaneous Manufacturing
Pitt	The Hammock Source	Textiles/Apparel
Pitt	Thermo Fisher Scientific	Pharmaceutical/Medical
Randolph	Brisco Apparel Company	Wood/Paper/Printing
Randolph	Hubbell Industrial Controls (Lead company of Group project)	Computers/Electronics/Electrical
Randolph	Phoenix Precision Machining (Lead company of Group project)	Metals/Iron/Steel
Randolph	Technimark	Plastics/Rubber/Glass/Cement
Richmond	American Woodmark	Furniture/Fixtures/Appliances/Hardware
Richmond	Cascades Tissue	Wood/Paper/Printing
Richmond	Global Packaging	Plastics/Rubber/Glass/Cement
Richmond	Huvepharma	Pharmaceutical/Medical
Richmond	Service Thread	Textiles/Apparel
Richmond	VBC Manufacturing	Construction
Robeson	Crew Boss	Miscellaneous Manufacturing
Rockingham	KDH Defense Systems	Textiles/Apparel
Rowan-Cabarrus	Continental Structural Plastics	Transportation
Rowan-Cabarrus	Driveshaft Shop	Metals/Iron/Steel
Rowan-Cabarrus	Eastern Wholesale Fence, LLC.	Plastics/Rubber/Glass/Cement
Rowan-Cabarrus	Filltech, USA	Chemical
Rowan-Cabarrus	OILES America Corp	Miscellaneous Manufacturing
Rowan-Cabarrus	Prime Beverage Group, LLC	Food/Beverages/Tobacco Processing
Sandhills	Kolcraft	Furniture/Fixtures/Appliances/Hardware
Sandhills	Reliance Packaging	Plastics/Rubber/Glass/Cement
South Piedmont	Glenmark Pharmaceuticals, Ltd.	Pharmaceutical/Medical
South Piedmont	GM Nameplate	Transportation
South Piedmont	Instrument Transformer Equipment Corporation	Metals/Iron/Steel
Southeastern	Black's Tire Distribution Center	Warehousing/Distribution
Stanly	Michelin Aircraft Tire	Plastics/Rubber/Glass/Cement
Surry	Altec Industries (Mt. Airy)	Transportation

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Surry	B & G Foods Snacks, Inc.	Food/Beverages/Tobacco Processing
Surry	Carport-Central.Com, Inc.	Metals/Iron/Steel
Surry	Gitman Neckwear	Textiles/Apparel
Surry	Leonard USA	Miscellaneous Manufacturing
Surry	Nester Hosiery, Inc.	Textiles/Apparel
Surry	United Plastics	Plastics/Rubber/Glass/Cement
Tri-County	Aegis Power Systems, Inc.	Computers/Electronics/Electrical
Vance-Granville	Dill Air Controls	Transportation
Vance-Granville	East West Manufacturing (formerly Team Mfg.)	Computers/Electronics/Electrical
Vance-Granville	Revlon	Chemical
Vance-Granville	Select Products Holdings, LLC	Wood/Paper/Printing
Wake	Accu-Tool, LLC	Metals/Iron/Steel
Wake	Advance Auto Parts (Raleigh Support Center)	Professional/Scientific/Technical Services
Wake	Allscripts	Professional/Scientific/Technical Services
Wake	Amazon Fulfillment Center (Wake Co.)	Warehousing/Distribution
Wake	Biogen	Pharmaceutical/Medical
Wake	Braven Environmental (Zebulon)	Chemical
Wake	Credit Suisse	Business Support Services
Wake	FUJIFILM Diosynth Biotechnologies (Morrisville)	Pharmaceutical/Medical
Wake	John Deere Turf Care	Machinery/Equipment
Wake	Maverick Solutions	Professional/Scientific/Technical Services
Wake	Merz North America (HQ)	Pharmaceutical/Medical
Wake	PCX Corporation	Computers/Electronics/Electrical
Wake	Pendo	Professional/Scientific/Technical Services
Wake	Schmalz, Inc.	Machinery/Equipment
Wake	Seqirus	Pharmaceutical/Medical
Wake	Xerox (Cary)	Professional/Scientific/Technical Services
Wayne	Case Farms Processing (Dudley)	Food/Beverages/Tobacco Processing
Wayne	General Industries, Inc.	Transportation
Wayne	Stormberg Foods	Food/Beverages/Tobacco Processing
Western Piedmont	Greenworks Tools	Machinery/Equipment
Western Piedmont	Leviton Southern Devices	Computers/Electronics/Electrical
Western Piedmont	Marves Industries	Textiles/Apparel
Western Piedmont	Meridian Specialty Yarn Group, Inc.	Textiles/Apparel
Western Piedmont	SGL Carbon	Metals/Iron/Steel
Western Piedmont	Synergy Labs	Chemical
Western Piedmont	UNIX Packaging, LLC	Food/Beverages/Tobacco Processing
Western Piedmont	Valdese Weavers	Textiles/Apparel

North Carolina Community College System

Customized Training Projects by Industry Clusters

Reporting Period: July 1, 2021 - June 30, 2022

College	Client Company	Industry Cluster
Wilkes	Gardner Glass	Plastics/Rubber/Glass/Cement
Wilkes	GE Aviation (West Jefferson)	Transportation
Wilkes	U.S. Chemical Storage	Metals/Iron/Steel
Wilkes	Weslacova Corporation	Pharmaceutical/Medical
Wilson	3C Store Fixtures	Furniture/Fixtures/Appliances/Hardware
Wilson	Ardagh Group	Plastics/Rubber/Glass/Cement
Wilson	Smithfield Foods (Wilson)	Food/Beverages/Tobacco Processing
Wilson	Sun River Services Corporation	Food/Beverages/Tobacco Processing

NC COMMUNITY COLLEGES
CREATING SUCCESS

Customized Training Program
Business and Industry Support Summary of Training Activities

Data Category Definitions

Column	Data Category	Definition
1	**College**	North Carolina community college to which Business and Industry Support Funds have been allocated.
2	**Number of Companies Served**	Companies supported by Business and Industry Support Funds.
3	**Number of Training Activities**	Instructional activities provided with Business and Industry Support Funds.
4	**Instructional Expenditures**	Business and Industry Support Funds expended to support instructional activities.
5	**Number of Trainees**	Number of trainees served with Business and Industry Support Funds.
6	**Average Cost Per Trainee**	Total instructional expenditures divided by the total number of trainees.
7	**Administrative Expenditures**	Total administrative funds expended per college from the base allotment of Business and Industry Support Funds.
8	**Total Expenditures**	Total Business and Industry Support Funds expended which include instructional and administrative components.

Customized Training Program
Business and Industry Support (Funding Purpose 364 and 365)
Summary of Training Activities
Reporting Period: July 1, 2021 - June 30, 2022

College (1)	Number of Companies Served (2)	Number of Training Activities (3)	Instructional Expenditures (4)	Number of Trainees (5)	Average Cost Per Trainee (6)	Administrative Expenditures (7)	Total Expenditures (8)
Alamance	24	46	$20,286.02	146	$138.95	$39,713.00	$59,999.02
Asheville-Buncombe	21	24	$23,165.40	255	$90.84	$40,430.91	$63,596.31
Beaufort	5	5	$7,500.00	51	$147.06	$40,000.00	$47,500.00
Bladen	6	10	$10,000.00	133	$75.19	$39,390.16	$49,390.16
Blue Ridge	14	19	$10,000.00	218	$45.87	$40,750.86	$50,750.86
Brunswick	13	36	$7,533.00	164	$45.93	$39,967.00	$47,500.00
Caldwell	17	32	$10,000.00	1,120	$8.93	$40,000.00	$50,000.00
Cape Fear	17	41	$19,159.80	121	$158.35	$39,999.85	$59,159.65
Carteret	2	4	$8,053.00	22	$366.05	$39,447.00	$47,500.00
Catawba Valley	10	16	$19,993.28	205	$97.53	$40,000.00	$59,993.28
Central Carolina	13	14	$17,555.25	110	$159.59	$40,000.00	$57,555.25
Central Piedmont	10	36	$10,177.35	124	$82.08	$40,000.00	$50,177.35
Cleveland	13	25	$11,438.44	320	$35.75	$40,000.00	$51,438.44
Coastal Carolina	4	14	$7,500.00	6	$1,250.00	$41,370.58	$48,870.58
College of the Albemarle	2	2	$6,724.21	19	$353.91	$40,000.00	$46,724.21
Craven	3	7	$9,997.60	37	$270.21	$40,000.00	$49,997.60
Davidson-Davie	9	11	$19,999.54	75	$266.66	$40,000.00	$59,999.54
Durham	6	6	$20,000.00	167	$119.76	$40,000.00	$60,000.00
Edgecombe	5	11	$7,480.67	67	$111.65	$39,998.65	$47,479.32
Fayetteville	17	29	$19,981.30	102	$195.90	$39,999.81	$59,981.11
Forsyth	19	58	$20,000.00	144	$138.89	$41,614.75	$61,614.75
Gaston	10	17	$22,990.14	469	$49.02	$40,579.31	$63,569.45
Guilford	34	50	$20,000.00	78	$256.41	$40,000.00	$60,000.00
Halifax	2	3	$7,273.47	89	$81.72	$40,755.88	$48,029.35
Haywood	2	14	$7,500.00	162	$46.30	$40,965.00	$48,465.00
Isothermal	11	19	$7,904.81	130	$60.81	$39,973.64	$47,878.45
James Sprunt	7	10	$10,123.05	43	$235.42	$40,924.45	$51,047.50
Johnston	4	6	$9,740.00	55	$177.09	$40,000.00	$49,740.00
Lenoir	3	3	$10,035.12	26	$385.97	$39,963.86	$49,998.98
Martin	3	5	$7,504.80	142	$52.85	$39,995.00	$47,499.80

Customized Training Program
Business and Industry Support (Funding Purpose 364 and 365)
Summary of Training Activities
Reporting Period: July 1, 2021 - June 30, 2022

College (1)	Number of Companies Served (2)	Number of Training Activities (3)	Instructional Expenditures (4)	Number of Trainees (5)	Average Cost Per Trainee (6)	Administrative Expenditures (7)	Total Expenditures (8)
Mayland	3	4	$6,836.72	30	$227.89	$39,652.62	$46,489.34
McDowell	10	13	$10,000.00	95	$105.26	$40,000.00	$50,000.00
Mitchell	7	14	$19,950.07	170	$117.35	$40,000.00	$59,950.07
Montgomery	9	15	$7,446.90	118	$63.11	$40,000.00	$47,446.90
Nash	14	18	$10,000.00	177	$56.50	$41,614.75	$51,614.75
Pamlico *(consortium with Craven CC)*			$0.00		$0.00	$0.00	$0.00
Piedmont	3	7	$7,500.00	109	$68.81	$40,000.00	$47,500.00
Pitt	8	11	$7,284.53	503	$14.48	$39,994.81	$47,279.34
Randolph	43	118	$20,000.00	242	$82.64	$41,317.00	$61,317.00
Richmond	9	13	$9,619.00	106	$90.75	$40,000.00	$49,619.00
Roanoke-Chowan	4	13	$7,372.45	124	$59.46	$40,000.00	$47,372.45
Robeson	4	9	$1,227.07	52	$23.60	$39,930.67	$41,157.74
Rockingham	7	7	$10,000.00	70	$142.86	$40,000.00	$50,000.00
Rowan-Cabarrus	11	13	$19,999.88	412	$48.54	$41,614.75	$61,614.63
Sampson	6	9	$7,500.00	131	$57.25	$9,473.20	$16,973.20
Sandhills	4	7	$12,000.00	58	$206.90	$38,000.00	$50,000.00
South Piedmont	12	31	$19,568.24	94	$208.17	$40,000.00	$59,568.24
Southeastern	4	12	$7,240.91	184	$39.35	$40,000.00	$47,240.91
Southwestern	3	5	$7,402.46	19	$389.60	$40,000.00	$47,402.46
Stanly	8	14	$7,500.00	61	$122.95	$41,614.00	$49,114.00
Surry	11	17	$10,000.00	149	$67.11	$40,000.00	$50,000.00
Tri-County	6	7	$7,473.00	30	$249.10	$40,000.00	$47,473.00
Vance-Granville	7	9	$20,059.76	83	$241.68	$39,939.00	$59,998.76
Wake	18	20	$23,107.94	201	$114.96	$40,000.00	$63,107.94
Wayne	4	15	$9,869.85	88	$112.16	$40,000.00	$49,869.85
Western Piedmont	9	12	$18,819.00	302	$62.31	$30,545.56	$49,364.56
Wilkes	14	42	$10,413.50	349	$29.84	$40,000.00	$50,413.50
Wilson	7	13	$10,193.77	76	$134.13	$39,806.00	$49,999.77
SYSTEM TOTALS	**551**	**1,041**	**$698,001.30**	**8,833**	**$79.02**	**$2,249,342.07**	**$2,947,343.37**

NC COMMUNITY COLLEGES
CREATING SUCCESS

Customized Training Project Completions

Continuous Improvement Evaluation Instrument

The purpose of the Continuous Improvement Evaluation Instrument is to assess the companies' expectations, program impact and overall effectiveness of the customized training received by participating in the Customized Training Program. The responses are summarized and used for program assessments and improvement.

Program assessment is based on the following categories and rating scale.

Expectations: The extent to which Customized Training met the company's expectations.

Impact: The overall impact of Customized Training on the company's operations.

Effectiveness: The overall effectiveness of Customized Training in preparing the company's employees for productivity.

Rating Scale

5	4	3	2	1	N/A
Excellent no improvement necessary, exceed highest expectations	**Very Good** company needs were met at a highly acceptable level	**Acceptable** needs met but some improvement indicated	**Marginal** some needs unsatisfied, item needs substantial improvement	**Unacceptable** needs generally not satisfied	**Not Applicable** evaluation not completed by client company

The following Project Completions section includes summary performance information and evaluations for Customized Training projects that were completed during the reporting period July 1, 2021 – June 30, 2022.

Customized Training Project Completions
Data Category Definitions

Column	Data Category	Definition
1	**College/Company**	North Carolina community college to which funds have been allocated for the support of an approved Customized Training project. The new or existing company supported by Customized Training project funding.
2	**Project Type**	JG-New = Job Growth for New Company; JG-Existing = Job Growth for Existing Company; PE-Existing = Productivity Enhancement for Existing Company; TI-Existing = Technology Investment for Existing Company.
3	**Start Date**	The initiation of a Customized Training project which has received approval by the Vice President of Economic Development and/or the NCCCS Review Panel.
4	**End Date**	The completion of all training activity and financial close out process for an approved Customized Training project.
5	**Allocations**	Total amount of Customized Training funds allotted to a college to support an approved Customized Training project.
6	**Expenditures**	Total amount of Customized Training funds expended by a college to support an approved Customized Training project.
7	**Trained by Company Instructors**	Total unduplicated number of trainees trained during the project period by instructors who are company employees/contractors.
8	**Trained by College Instructors**	Total unduplicated number of trainees trained during the project period by either full- or part-time college employees, contracted community college instructors, NCCCS Regional Trainers and NCCCS BioNetwork instructors.
9	**Company's Expectations Met**	Extent to which Customized Training met the company's expectations.
10	**Training Impact**	Overall impact of Customized Training on the company's operations.
11	**Training Effectiveness**	Overall effectiveness of Customized Training in preparing the company's employees for productivity.

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Alamance Community College										
Carolina Biological Supply (project 4)	JG-Existing	01/28/19	11/04/21	$81,533	$62,470	0	201	5	5	5
Prescient, Inc.	JG-Existing	05/03/21	05/19/22	$2,750	$2,711	0	39	N/A	N/A	N/A
Sports Endeavors - Mebane	JG-Existing	08/05/19	06/15/22	$101,526	$78,272	0	171	4	5	4
Asheville-Buncombe Technical Community College										
BorgWarner Turbo Systems (project 2)	JG-Existing	12/17/18	12/03/21	$154,506	$142,180	0	376	5	5	5
GE Aviation (Asheville) (project 3)	TI-Existing	05/08/20	10/29/21	$266,817	$257,953	0	223	5	5	5
Wicked Weed Brewing	JG-Existing	03/19/19	02/17/22	$68,602	$65,441	0	277	5	5	5
Beaufort County Community College										
County Road Seafood	JG-New	03/01/20	06/16/22	$5,158	$5,139	0	12	5	5	5
Blue Ridge Community College										
Kimberly Clark Corporation	PE-Existing	07/31/18	11/30/21	$46,453	$46,184	0	73	5	5	5
Caldwell Community College and Technical Institute										
Bakers Waste Equipment	PE-Existing	12/09/19	06/23/22	$9,788	$9,785	0	42	5	5	5
Cape Fear Community College										
Acme Smoked Fish (project 2)	JG-Existing	04/19/19	04/13/22	$37,310	$35,036	0	66	5	4	4

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Castle Branch (project 2)	JG-Existing	07/01/19	06/14/22	$27,191	$27,089	0	98	N/A	N/A	N/A
Mojotone	JG-Existing	01/18/19	12/10/21	$10,960	$10,852	0	55	5	5	5
Catawba Valley Community College										
GKN ePowertrain (project 2)	JG-Existing	02/13/19	12/13/21	$123,767	$123,588	0	323	4	4	4
Central Carolina Community College										
Mountaire Farms	JG-Existing	10/03/18	09/30/21	$75,104	$63,905	0	119	5	5	5
Central Piedmont Community College										
Allstate Insurance Company (project 2)	JG-Existing	10/01/18	09/30/21	$292,101	$289,420	0	604	4	4	4
AvidXchange (project 2)	JG-Existing	08/19/19	06/30/22	$219,094	$216,481	0	266	5	4	5
Bakkavor USA	JG-Existing	05/06/19	05/05/22	$99,101	$97,680	0	110	5	4	4
KURZ Transfer Products (project 2)	JG-Existing	07/24/19	05/19/22	$90,460	$89,768	0	56	5	5	5
Cleveland Community College										
STI - Kings Plush (project 2)	JG-Existing	10/19/20	05/25/22	$40,879	$40,857	0	240	5	5	5
College of the Albemarle										
Telephonics	JG-Existing	11/01/19	06/01/22	$25,384	$25,384	0	48	5	5	5
Davidson-Davie Community College										
North State Machine, Inc.	PE	08/14/20	01/13/22	$24,910	$24,583	0	12	5	5	5

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Durham Technical Community College										
Humacyte	JG-Existing	03/04/19	04/28/22	$69,013	$49,189	0	207	5	5	5
KBI Biopharma	JG-Existing	01/30/19	01/28/22	$143,524	$113,729	0	245	5	5	5
Morinaga America Foods (project 2)	JG-Existing	07/29/19	05/23/22	$68,251	$53,378	0	127	4	4	4
Novartis Gene Therapies (frmly AveXis)	JG-New	03/25/19	03/21/22	$126,170	$96,904	0	319	5	4	3
Sports Endeavors, Inc. (Hillsborough)	JG-Existing	09/06/19	12/15/21	$82,106	$83,872	0	230	4	4	4
Teamworks	JG-Existing	07/01/19	05/05/22	$139,854	$112,230	0	148	5	5	5
Edgecombe Community College										
ABB (Pinetops) (project 2)	JG-Existing	10/22/18	10/08/21	$16,693	$14,264	0	85	5	4	4
Madem-Moorecraft	JG-Existing	02/03/20	01/05/22	$13,126	$13,039	0	9	5	4	4
Fayetteville Technical Community College										
Booz Allen Hamilton	JG-Existing	11/14/19	06/24/22	$36,225	$32,525	0	50	5	5	5
Eaton Corporation (project 2)	PE-Existing	04/30/19	04/12/22	$44,780	$44,778	0	110	5	5	5
MANN+HUMMEL Purolator (project 3)	PE-Existing	07/08/19	06/24/22	$45,570	$44,372	0	195	5	5	5
Walmart Distribution Center	TI-Existing	08/03/20	06/27/22	$12,629	$12,560	0	21	5	5	5
Forsyth Technical Community College										
Siemens Energy (Rural Hall) (project 3)	JG-Existing	02/25/19	02/03/22	$63,245	$60,195	0	139	3	4	4
Triumph Actuation Systems (project 3)	JG-Existing	05/02/19	04/18/22	$44,015	$43,715	0	85	4	5	5

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Gaston College										
Blum	JG-Existing	01/14/19	01/14/22	$271,836	$261,094	0	460	5	5	5
HYDAC	JG-Existing	01/25/19	01/21/22	$69,498	$67,473	0	138	5	5	5
J & L Machine & Fabrication	JG-Existing	09/10/20	05/24/22	$73,410	$73,410	0	57	5	5	5
KACO USA, Inc. (project 4)	JG-Existing	08/27/18	08/27/21	$43,925	$43,770	0	106	5	5	5
Guilford Technical Community College										
Core Technology Molding (project 2)	JG-Existing	07/15/19	05/20/22	$42,446	$38,152	0	32	5	5	5
Ennis-Flint (Greensboro)	JG-Existing	08/01/19	11/08/21	$62,501	$61,418	0	113	N/A	N/A	N/A
Ziehl-Abegg (project 2)	JG-Existing	08/05/19	05/26/22	$63,118	$62,701	0	210	5	4	5
Halifax Community College										
Reser's Fine Foods, Inc.	TI-Existing	11/01/18	10/28/21	$12,664	$12,229	0	122	3	4	4
Haywood Community College										
ConMet (Canton) (project 2)	PE-Existing	03/21/19	02/21/22	$59,712	$52,440	0	320	4	5	5
James Sprunt Community College										
Bay Valley Foods	TI-Existing	11/15/18	10/26/21	$15,310	$15,309	0	35	5	5	5
Johnston Community College										
Grifols - NFF (project 4)	PE-Existing	08/27/18	08/26/21	$148,963	$141,268	0	329	4	4	4

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Lenoir Community College										
Field Controls Company (project 2)	JG-Existing	04/01/19	03/09/22	$11,723	$11,608	0	53	5	5	5
Martin Community College										
Domtar (project 3)	PE-Existing	03/18/19	03/16/22	$35,523	$35,523	0	99	4	4	4
McDowell Technical Community College										
Baxter Healthcare (project 2)	PE-Existing	03/07/19	03/02/22	$236,418	$234,659	0	208	3	3	4
Mitchell Community College										
Corvid Technologies	JG-Existing	10/01/18	09/27/21	$211,624	$201,129	0	110	5	5	5
KAM Solutions	JG-Existing	04/17/19	03/01/22	$28,417	$26,510	0	55	5	5	5
NGK Ceramics (Phase 5)	JG-Existing	10/01/20	06/08/22	$40,702	$40,449	0	205	5	5	5
Nash Community College										
The Jay Group	JG-Existing	02/08/21	02/22/22	$345	$345	0	5	N/A	N/A	N/A
Piedmont Community College										
Louisianna Pacific	PE-Existing	03/20/19	02/16/22	$23,288	$21,989	0	69	N/A	N/A	N/A
Polywood Outdoor	JG-New	01/14/19	01/13/22	$88,407	$88,407	11	189	4	4	4

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Pitt Community College										
Accuflex Packaging	PE-Existing	08/03/20	06/30/22	$15,191	$14,519	0	22	5	5	5
Randolph Community College										
Phoenix Precision Machining (Lead Company of Group Project; also includes Kennametal #2 and United Brass Works #2)	PE-Existing	02/04/19	01/25/22	$13,377	$12,759	0	55	3	4	4
Richmond Community College										
VBC Manufacturing	JG-New	11/15/19	05/17/22	$14,186	$14,185	0	165	4	4	4
Rockingham Community College										
KDH Defense Systems (project 3)	PE-Existing	07/15/19	09/30/21	$23,716	$23,340	0	185	5	5	5
Frontier Yarns (Mayodan) (project 3)	PE-Existing	02/01/21	04/18/22	$35,983	$35,983	0	77	5	5	4
Rowan-Cabarrus Community College										
Eastern Wholesale Fence, LLC	JG-New	07/19/21	06/29/22	$17,895	$17,878	0	105	4	4	4
FillTech USA	JG-Existing	12/11/18	07/14/21	$23,716	$20,310	0	249	5	5	5
OILES America Corp. (project 2)	PE-Existing	07/08/19	06/20/22	$56,113	$55,494	0	182	5	5	5
Prime Beverage Group, LLC	JG-Existing	10/21/20	09/22/21	$4,530	$4,518	0	126	4	4	4
South Piedmont Community College										
Glenmark Pharmaceuticals, Ltd. (project 2)	JG-Existing	07/08/19	05/24/22	$121,069	$98,742	0	228	4	4	4
GM Nameplate	JG-Existing	04/13/20	06/14/22	$34,285	$34,285	0	77	4	4	5

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Stanly Community College										
Michelin Aircraft Tire (project 3)	PE-Existing	11/01/18	11/01/21	$64,780	$58,893	0	116	4	4	4
New Finish (project 2)	JG-Existing	02/04/19	02/01/22	$7,777	$5,742	11	2	4	4	4
Surry Community College										
B & G Foods Snacks (project 3)	PE-Existing	08/12/19	05/24/22	$87,539	$86,769	0	96	5	5	5
Gitman Neckwear	PE-Existing	08/05/19	12/13/21	$27,674	$27,674	0	35	5	5	5
Leonard USA (project 2)	JG-Existing	05/20/19	05/12/22	$43,537	$42,735	0	140	4	4	4
MVP Group International (project 2)	PE-Existing	02/11/19	11/22/21	$61,645	$60,565	0	127	4	4	4
Nester Hosiery, Inc. (project 2)	PE-Existing	10/15/18	10/06/21	$67,651	$66,971	0	178	5	5	5
United Plastics (project 3)	PE-Existing	03/16/20	05/18/22	$23,918	$23,092	0	73	4	3	3
Vance-Granville Community College										
RiceWrap Food Corporation	JG-New	10/19/18	10/06/21	$8,348	$4,784	0	74	5	5	5
Revlon (project 3)	TI-Existing	07/09/19	05/25/22	$40,914	$40,391	0	138	5	5	5
Robling Medical, Inc. (project 2)	PE-Existing	08/01/19	04/15/22	$2,168	$2,157	0	7	3	3	3
Wake Technical Community College										
Advance Auto Parts (Raleigh Support Center)	JG-Existing	07/01/19	06/29/22	$383,484	$383,484	0	1,055	4	4	4
Credit Suisse (project 2)	JG-Existing	02/01/21	03/31/22	$398,499	$395,518	0	609	5	5	5
Pendo	JG-Existing	07/01/19	06/21/22	$515,114	$502,975	0	1,045	5	5	5

Customized Training Program

Project Completions

(Funding Purpose 361)

Projects Completed July 1, 2021 through June 30, 2022

College/Company	Project Type	Start Date	End Date	Allocations	Expenditures	Trained by Company Instructors	Trained by College/ Other Instructors	Company's Expectations Met (Rating)	Training Impact (Rating)	Training Effective-ness (Rating)
Wayne Community College										
Case Farms Processing (Dudley)	JG-Existing	04/01/19	03/24/22	$6,356	$6,355	0	26	5	5	5
Stormberg Foods	JG-New	01/23/19	01/20/22	$4,058	$3,869	0	54	5	5	5
Western Piedmont Community Colleges										
Greenworks Tools	JG-New	07/01/20	06/09/22	$2,884	$2,068	0	59	5	5	5
Marves Industries (project 3)	JG-Existing	04/08/19	03/30/22	$24,411	$24,052	0	68	5	5	5
Meridian Specialty Yarn (project 2)	PE-Existing	10/11/19	06/09/22	$7,761	$7,347	0	196	5	5	5
SGL Carbon	PE-Existing	08/20/19	06/09/22	$136,937	$136,931	0	153	5	5	5
Wilkes Community College										
U.S. Chemical Storage (project 2)	PE-Existing	10/17/19	05/24/22	$19,509	$19,508	0	67	5	5	5
Wilson Community College										
3C Store Fixtures (project 2)	PE-Existing	01/23/19	01/20/22	$49,966	$44,628	0	83	5	5	5
Ardagh Group	PE-Existing	03/01/21	10/06/21	$86,761	$86,761	0	75	5	5	5
SYSTEM TOTALS				$6,680,177	$6,344,693	22	14,243	4.6	4.6	4.6

N/A is the result of one or more of the following: College unable to obtain summary evaluation from client company due to redirection of company's training needs and/or management, or impact of COVID-19 pandemic; training impact unrelated to portion of training received by company; company unable to accomplish planned activities due to unexpected economic circumstances impacting productivity; and/or company closed unexpectedly.

Customized Training

Project Completions 2021-2022

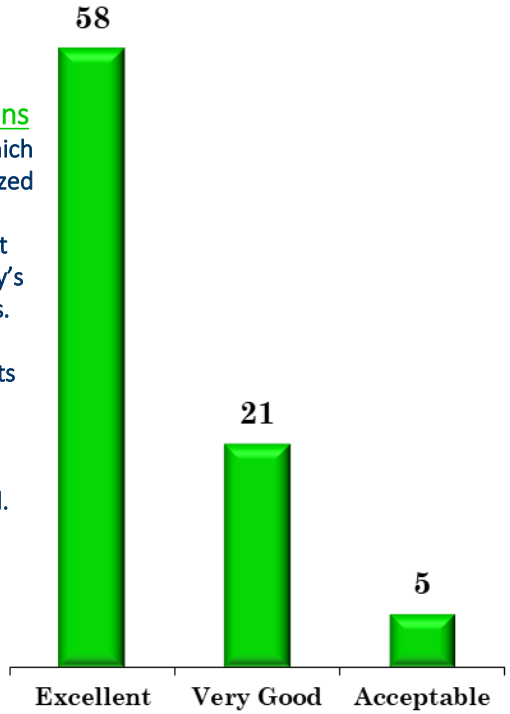
Continuous Improvement Evaluation

Average Rating – 4.6

Rating Scale: 5 = Excellent (highest) - 1 = Unacceptable (lowest)

Expectations
Extent to which the Customized Training Program met the company's expectations.

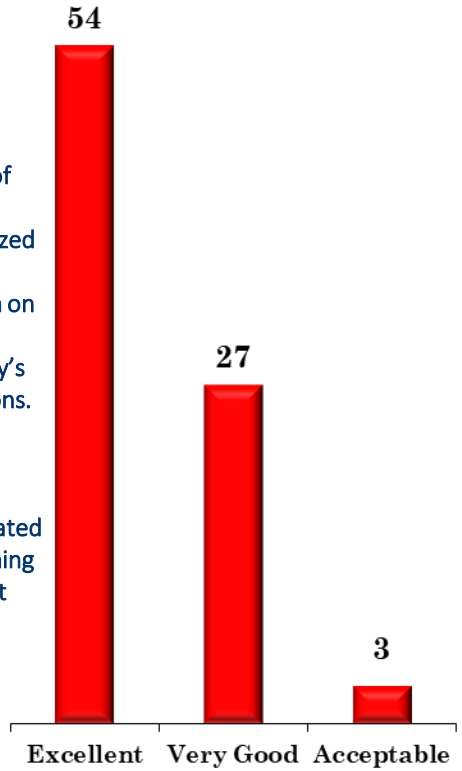
94% of clients rated the training excellent or very good.



84 completed evaluations by client companies in the Expectations category.

Impact
Overall impact of the Customized Training Program on the company's operations.

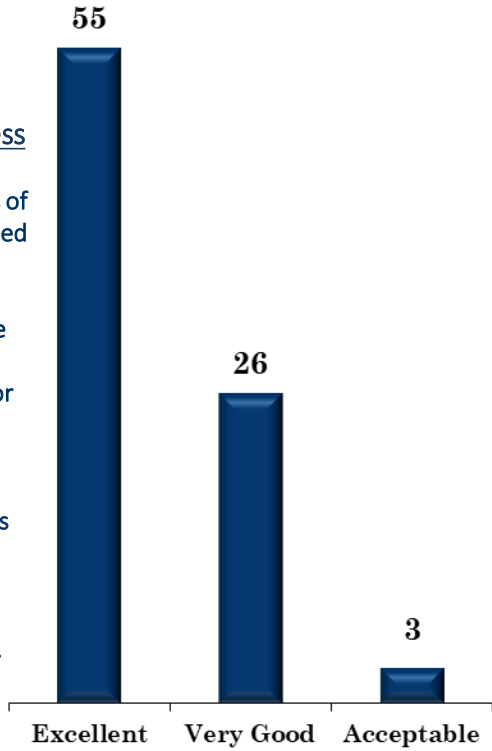
96% of clients rated the training excellent or very good.



84 completed evaluations by client companies in the Impact category.

Effectiveness
Overall effectiveness of the Customized Training Program in preparing the company's employees for productivity.

96% of clients rated the training excellent or very good.



84 completed evaluations by client companies in the Effectiveness category.

Customized Training Program

Expenditures Report 2021-2022

September 1, 2022

Dr. William S. Carver, Interim President

(919) 807-7100
Caswell Building - 200 West Jones Street, Raleigh, North Carolina 27603
https://www.nccommunitycolleges.edu

The North Carolina Community College System is committed to equality of opportunity and does not discriminate against students or employees based on race, color, national origin, religion, gender, age or disability.

STATE BOARD OF COMMUNITY COLLEGES
Public Comments

Proposed Amendment 1B SBCCC 100.1 – "Definitions"
Comment Period Ending July 31, 2022

	Respondent	Page and Line #	Public Comment	System Office Response
1.	**Central Piedmont CC** Dr. Kandi W. Deitemeyer, President	**1B SBCCC 100.1**	Allowing students the opportunity to attend seated classes remotely, as needed, was allowed by emergency declaration during the pandemic and was equitable for our students. Central Piedmont is in favor of allowing students to attend seated classes remotely, when needed, and being allowed to count them for attendance purposes. It is not necessary, however, to create a new modality to support this option. Currently, both Blended (BL) and Hybrid (HY) modalities have an online component that could be used to meet this requirement. In addition, Traditional (TR) classes could allow students the option to attend remotely if we were allowed to count synchronous attendance (via WebEx, Zoom, or similar platform) Central Piedmont is in favor of allowing online synchronous attendance for seated classes as long as the instructor and students are engaged.	The NCCCSO (North Carolina Community College System Office) appreciates Central Piedmont's support in allowing students that participate remotely to be counted present for in-person portions of the class. Indeed, Blended (BL), Hybrid (Hy), and Traditional (TR) would address students' attendance similar to the HyFlex definition proposed. However, as noted in the comments, allowing students to participate remotely "as needed" and "when needed" demonstrates the distinction of HyFlex from the other delivery method. HyFlex insists that the content and activities meet the needs of students participating both in class and online all semester concurrently and not on an as-needed basis. The existing delivery methods (BL, HY, TR, OL) focus on the institution's determination of when to meet remotely is needed. The student must rely on the leniency of the institution or faculty member regarding when and where students are allowed to attend on a session-by-session basis. The cornerstone of HyFlex is that the student determines "when needed" with the understanding that students are better informed when and where they need to participate on a session-by-session basis. We agree that this approach is equitable for our students.

	Respondent	Page and Line #	Public Comment	System Office Response
			The HyFlex modality is considered in the same category as distance education and falls under the accreditation requirement to have "regular and substantive interaction" with the faculty member. Allowing students to attend these sections asynchronously for attendance currently occurs in online courses and could occur in blended and hybrid modalities without adding a new HyFlex modality.	We agree that the HyFlex modality must meet the requirement of "regular and substantive interaction" with the faculty member. We also agree that Online (OL), Blended (BL), and Hybrid (HY) allow for online asynchronous participation. However, these delivery method's definitions, outlined in 1B SBCCC 100.1, dictate that the student participates either 100% off campus (OL) or in person for a certain percentage of the section (BL, HY). The proposed definition of HyFlex does not mandate the student's geographic location at any point during a section. It allows the student to determine where they will participate, in-person or online.
			Online asynchronous is currently available to students in blended and hybrid modalities. Having the submission of content-related assignments count for seated attendance is potentially a burden to faculty and difficult to manage. While smaller programs with limited student numbers may be able to track attendance in this manner, it is not reasonable for larger sections or for faculty teaching hundreds of students. HyFlex delivery options were presented as intended for predominantly traditional (TR) classes. We have learned that blended and hybrid	The NCCCSO is appreciative of the commenter's recognition that the HyFlex delivery method will increase the workload on the faculty. Experts in HyFlex instruction recognize that teaching a HyFlex course may be equivalent to teaching multiple sections and, therefore, will increase the amount of preparation for faculty. This reinforces the need to define HyFlex as a separate delivery method, so faculty workloads are considered when assigning multimodal sections. The NCCCSO suggests that the community colleges consider this when creating local workload policies regarding HyFlex. We agree that the proposed definition of HyFlex shares a commonality with Traditional (TR) classes in that 100% of

	Respondent	Page and Line #	Public Comment	System Office Response
			modalities are more adaptive and may better serve our students. During the past 18 months, in courses where students are allowed to attend synchronously and be counted for attendance, faculty often expressed the difficulty in teaching to a room of seated students and provide the same level of instruction to the synchronous students	the instruction must be offered in person. We also agree that Blended and Hybrid modalities are excellent options to serve students and that colleges should choose the delivery methods that they believe will serve their students effectively. We applaud the commenter's understanding of the pedagogical challenges that HyFlex instruction offers. HyFlex requires additional planning on behalf of the faculty and support services. This reinforces the need to define HyFlex as a separate delivery method to track HyFlex's effectiveness. Colleges that choose to adopt HyFlex will need dedicated resources for professional development for faculty and staff to ensure equitable instruction to all students, regardless of their location. The NCCCSO suggests that colleges that cannot offer equitable education through HyFlex consider the existing delivery methods.
			Allowing synchronous attendance is a good idea and something many systems are allowing. While we agree this is a valuable addition to our current attendance system, we do not agree that adding a new modality is necessary. Adding HyFlex as a separate modality that will record asynchronous attendance is currently met with hybrid or blended modalities. Adding HyFlex to allow for asynchronous assignment completion to count as attendance is covered with our online modality	We acknowledge the commenter's recommendation that an additional delivery method is unnecessary. However, the NCCCSO disagrees with this recommendation because HyFlex is distinguishable from other delivery methods. HyFlex sections are specifically designed to allow students to decide where they would attend class on a week-by-week basis, not the college. When a college designates a section as HyFlex, it recognizes that the section course content and activities are designed to meet the needs of

	Respondent	Page and Line #	Public Comment	System Office Response
				students participating both in class and online all semester concurrently. In a HyFlex course, activities in-person and online coexist, reusing learning resources and assessments for all students while meeting the same learning outcomes. Designating a section as HyFlex makes it clear to faculty, students, and other stakeholders that students make the final determination of where they attend class and acknowledges the additional support needed for faculty and staff. Additionally, as noted by the public comments, HyFlex has unique pedagogical challenges and by NCCCS adopting a common language and definition of HyFlex, the NCCCSO will be able to track and provide better support for institutions that choose to adopt this new delivery method.
2.	**Cape Fear CC** Mr. Brandon Guthrie, Dean of Arts and Humanities	**1B SBCCC 100.1**	At CFCC, we have experienced a lack of student engagement with mixed modality options. Student perception of BL and HY courses seems to be that they can switch between either in-person or online, quite fluidly. In some cases, the perception exists that they can do all the online work and still be successful. Our success rates show otherwise. Students simply don't show up regularly when there's an online component to the class.	The NCCCSO appreciates that commenter monitors student progress across all delivery methods. The commenter's local data is consistent with nationwide data that illustrates students who attend in-person sections have a higher success rate. Despite this data, institutions in higher education continue to expand online and remote offerings because of student preference and progress in closing the success gap that exists online and in-person.

	Respondent	Page and Line #	Public Comment	System Office Response
				Furthermore, some colleges may choose to offer HyFlex instead of online because, with effective advising and faculty support, students may determine online instruction is not practical for them and they can transition to in-person instruction without withdrawing from a course.
			If given the option to come or not, participate synchronously or asynchronously, I fear students will choose the option requiring the least amount of effort. It seems that students choose to sacrifice success for convenience and the Hy-Flex model would make the situation worse while adding more responsibility to an already taxed faculty.	The System Office acknowledges that the HyFlex delivery method provides students with more choice in how they attend class and that students do not always make choices that are best for them. The System Office is agnostic to the delivery method individual colleges adopt because we recognize colleges know their student population well. A college that believes HyFlex would have a negative impact on student retention or success reserves the right to choose the existing delivery methods that are available. If approved by the State Board of Community Colleges, HyFlex would be optional for colleges to implement.

State Board of Community Colleges Code
Title 1 – COMMUNITY COLLEGES

CHAPTER B. COLLEGE OPERATIONS

SUBCHAPTER 100. DEFINITIONS

1B SBCCC 100.1 DEFINITIONS

The following definitions apply to this Chapter.

(a) "Traditional Instruction" – College curriculum or continuing education course in which 100% of the instruction is delivered face to face with the instructor in the physical presence of students.

(b) "Online Instruction" – College curriculum or continuing education course in which 100% of the instruction is delivered online.

(c) "Hybrid Instruction" – College curriculum or continuing education course in which greater than 50%, but less than 100% of the instruction is delivered online.

(d) "Blended Instruction" – College curriculum or continuing education course in which less than or equal to 50% of the instruction is delivered online.

(e) "Hybrid Flexible (HyFlex)" – College curriculum courses in which 100% of the instruction is offered face to face with the instructor in a physical classroom and 100% of the instruction is offered online allowing students an opportunity to choose whether to attend classes during regularly scheduled in-person sessions or participate online synchronously or asynchronously.

History Note: Authority G.S. 115D-5;
Eff. 01 October 2019.
Amended Eff. _____

STATE BOARD OF COMMUNITY COLLEGES
Curriculum Program Applications
Fast Track for Action [FTFA*]

Request: The State Board of Community Colleges is asked to approve the curriculum program at the listed college on the condition that equipment funds are available to the college and operating funds generated by the budget formula will permit the offering of the program without any special allocation of funds.

Fayetteville Technical Community College
Histotechnology (A45370)

Background: Program applications must meet the following criteria in order to be placed on the Fast Track for Action (FTFA) program approval request presented to the State Board of Community Colleges as part of the consent agenda:

- The curriculum program title currently exists within the System and does not require the creation of a new program title and new curriculum standard;
- The application is complete, requires no further analysis or documentation, and has the endorsement of Academic Programs;
- There are no negative impact assessments from other colleges; and
- The college does not go outside of its service area for planning purposes.

Contact(s):
Dr. Lisa Eads
Associate Vice President of Programs

STATE BOARD OF COMMUNITY COLLEGE
Program Application
Summary Evaluation Report
Fayetteville Technical Community College
Histotechnology (A45370)

Program Planning
Fayetteville Technical Community College is seeking approval for the Histotechnology (HTO) (A45370) program to begin Summer,2023. The planning area is defined as the college's service area of Cumberland County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at Fayetteville Technical Community College on May 16,2022. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of Fayetteville Technical Community College have certified the following:

- The proposed program will enhance the workforce of North Carolina, will provide educational and training opportunities consistent with the mission of the college, and will not duplicate the opportunities currently offered.
- They have assessed the need for the proposed program and the resources required to maintain a viable program and certify that the college can operate the proposed program efficiently and effectively within the resources available to the college.
- The college will complete a program accountability report including student success measures, enrollment trends, completion rates, and employment data three years after implementation of the program.

Program Rationale
Fayetteville Technical Community College (FTCC) indicates the following:

- As of Fall 2021, there were approximately 2,000 posted HTO positions nationwide seeking certified Histotechnicians (Indeed, 2021). Of these 2,000 jobs, roughly 5% were exclusively located in North Carolina (Indeed, 2021). Cape Fear Valley Health System has had several positions open for over 6 months. Hospital representatives state that recruiting for these positions has been difficult with the hospital system even having difficulty recruiting travel histotechnicans to temporarily fill these spots. Currently, there are 81 openings in a 60-mile radius of Fayetteville.
- The nearest accredited HTO program to the Fayetteville area is approximately two hours away. Adding this program to the degrees offered at FTCC will expand career options for residents of the Eastern and Southeastern communities within North Carolina.

- Over the coming 10 years, there is projected growth of 9% in Histotechnology jobs. Currently, the hourly wage for a Histotechnician can range from $21.00 to $30.00/hr. within hospital anatomic pathology departments (Bureau of Labor Statistics, 2021).

- Employer surveys were distributed to healthcare facilities in Cumberland County and surrounding counties. Three employers responded. Of the completed surveys, two of three pathology labs employed histologists. Histology (HT)managers stated they have or would soon have a vacancy or job opening within their histology laboratory. Respondents also stated they employ about 5 HT staff members in labs.

- A student interest survey showed that 47% of responding students would be interested in a Histology degree. Total students surveyed was 946. Currently the college has twelve students expressing interest in enrollment.

Impact of the Proposed Program on Other Programs

Three community colleges are approved to offer the Histotechnology program. This program does contain a clinical component; therefore, all colleges were provided with a program impact assessment from Fayetteville Technical Community College. Two colleges responded with positive impact assessments in agreement and support of the program. One college indicated they did not agree with the impact assessment but are supportive of the college applying for the program. **No negative impact assessments were received.**

Implementation of Collaborative Plan
Not Applicable

Curriculum Design
The proposed program of study is in compliance with the State Board approved curriculum standard.

Curriculum Description as Designated on Curriculum Standard

This curriculum provides individuals with the knowledge and skills necessary to prepare tissue specimens for microscopic examination using various stains and dyes to identify tissue and cell structures. Course work emphasizes scientific concepts related to laboratory testing, quality assurance, histology, microscopy, and other related topics. Graduates may be eligible to apply to take the national examination given by the Board of Registry of the American Society for Clinical Pathology. Employment opportunities include pathology laboratories in hospitals and clinics and medical or research laboratories.

Contact(s):
Dr. Lori Byrd
Associate Director

STATE BOARD OF COMMUNITY COLLEGES
Combined Course Library
Workforce and Continuing Education & College and Career Readiness
New Course Approvals, Modifications, and Tier Designations

The State Board is requested to approve the following courses for placement or modification in the Combined Course Library (CCL).

Request for New Course 1 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CSC 3111	Intro to Ethical Hacking	48	F30 Computer Training	3

Description: This course introduces computer programming students to the foundations of ethical hacking. Topics include security policies, common vulnerabilities, penetration testing methodology, and hacking concepts using computer programming and scripting techniques. Upon completion, students should be able to describe the computer programming aspects of ethical hacking in an organization's overall security framework.

Request for New Course 2 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CSC 3211	Ethical Hacking with Python I	96	F30 Computer Training	1B

Description: This course covers advanced investigative ethical hacking techniques using the Python programming language. Emphasis is placed on advanced web attacks with Python, scanning, maintaining access, covering tracks, malware delivery, password cracking, and keylogging with Python. Upon completion, students should be able to evaluate and mitigate system vulnerabilities and threats using the Python computer programming language.

Aligned Credential(s): Google IT Automation with Python Certificate (Part 1 of 2)

Request for New Course 3 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CSC 3212	Ethical Hacking with Python II	96	F30 Computer Training	1B

Description:	This course introduces students to investigative ethical hacking techniques using the Python programming language. Emphasis is placed on using Python in gaining system access, cryptography, reconnaissance, enumeration, and buffer overflows. Upon completion, students should be able to understand system vulnerabilities and applications of the Python computer programming language to ethical hacking.
Aligned Credential(s)	Google IT Automation with Python Certificate (Part 2 of 2)

Request for New Course 4 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CSC 3223	Ethical Hacking with Python I & II	160	F30 Computer Training	1B

Description:	This course introduces students to investigative ethical hacking techniques using the Python programming language. Emphasis is placed on using Python in advanced web attacks, scanning, gaining and maintaining system access, covering tracks, malware delivery, password cracking, keylogging, cryptography, reconnaissance, enumeration, and buffer overflows. Upon completion, students should be able to understand system vulnerabilities and applications of the Python computer programming language to mitigate system vulnerabilities and threats and perform ethical hacking.
Aligned Credential(s)	Google IT Automation with Python Certificate (Parts 1 & 2 of 2)

Request for New Course 5 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CSC 3222	Eth Hack Mob Dev Using Python	96	F30 Computer Training	1B

Description: This course introduces students to mobile ethical hacking techniques using the Python programming language. Emphasis is placed on mobile device attacks, scanning, maintaining access, covering tracks, malware delivery, password cracking, and keylogging with Python. Upon completion, students should be able evaluate and mitigate system vulnerabilities and threats on mobile devices using the Python computer programming language.

Aligned Credential(s): Google IT Automation with Python Certificate

Request for New Course 6 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CTS 3137	Google Project Management I	96	F30 Computer Training	1B

Description: This course introduces students to the concepts, tools, templates, and artifacts used to manage projects from initiation to completion using Google resources. Emphasis is placed on foundational project management methodology including initiating, planning and executing projects utilizing quality and risk management techniques, strategic thinking and project execution procedures. Upon completion, students should be able to manage and execute projects from initiation to completion using a variety of resources and leadership skills to support organizational goals and business processes. When offered as a two-course sequence leading to the Google Project Management Certificate, this course represents course one of two.

Aligned Credential(s): Google Project Management Certificate (Part 1 of 2)

Request for New Course 7 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CTS 3237	Google Project Management II	96	F30 Computer Training	1B

Description: This course introduces students to the advanced concepts, tools, templates, and artifacts used to manage projects from initiation to completion using Google resources through Agile development. Emphasis is placed on advanced project management methodology including initiating, planning and executing projects as well as the exploration of Agile Project Management and the strategies it uses to drive business value. Upon completion, students should be able to manage and run traditional and agile projects and programs from initiation to completion using a variety of resources and leadership skills to support organizational goals and business processes. When offered as a two-course sequence leading to the Google Project Management Certificate, this course represents course two of two.

Aligned Credential(s): Google Project Management Certificate (Part 2 of 2)

Request for New Course 8 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CTS 3274	Google Project Management I & II	160	F30 Computer Training	1B

Description: This course introduces students to the advanced concepts, tools, templates, and artifacts used to manage projects from initiation to completion using Google resources through Agile development. Emphasis is placed on foundational and advanced project management methodology including initiating, planning, and executing projects utilizing quality and risk management techniques, strategic thinking, and project execution procedures as well as the exploration of Agile Project Management and the strategies it uses to drive business value. Upon completion, students should be able to manage and run traditional and agile projects and programs from initiation to completion using a variety of resources and leadership skills to support organizational goals and business processes.

Aligned Credential(s): Google Project Management Certificate (Parts 1 & 2 of 2)

Request for New Course 9 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
DBA 3118	Google Data Analytics I	112	F30 Computer Training	2

Description: This course introduces the role of a Google data analyst and how to make data-driven decisions using effective questions, data transformation, and analyzation processes. Emphasis is placed on setting up a data toolbox, spreadsheets, database and query basics, visualization basics, effective communication techniques, and data validation. Upon completion, students should be able to review assessments, use formulas and calculations to analyze datasets, create queries, use visualization tools and communicate effectively with stakeholders. When offered as a two-course sequence leading to the Google Data Analytics Certificate, this course represents course one of two.

Aligned Credential(s): Google Data Analytics Certificate (Part 1 of 2)

Request for New Course 10 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
DBA 3218	Google Data Analytics II	96	F30 Computer Training	2

Description: This course introduces the role of an advanced Google data analyst and how to make data-driven decisions using effective questions, data transformation, analyzation processes, visualization and programming. Emphasis is placed on setting up a design thinking, data-driven storytelling, dashboards, R programming, job portfolios, and technical expertise. Upon completion, students should be able to create a data-driven storyboard, develop dashboards and presentations, create analytical reports using R, and showcase technical analytical skills. When offered as a two-course sequence leading to the Google Data Analytics Certificate, this course represents course two of two.

Aligned Credential(s): Google Data Analytics Certificate (Part 2 of 2)

Request for New Course 11 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
DBA 3236	Google Data Analytics I & II	192	F30 Computer Training	2

Description:	This course introduces the role of an advanced Google data analyst and how to make data-driven decisions using effective questions, data transformation, analyzation processes, visualization, and programming. Emphasis is placed on setting up data toolbox, spreadsheets, database and query basics, visualization basics, effective communication techniques, and data validation; as well as design thinking, data-driven storytelling, dashboards, R programming, job portfolios, and technical expertise. Upon completion, students should be able to review assessments, use formulas and calculations to analyze datasets, create queries, use visualization tools, create a data-driven storyboard, develop dashboards and presentations, create analytical reports using R, communicate effectively with stakeholders, and showcase technical analytical skills.
Aligned Credential(s)	Google Data Analytics Certificate (Parts 1 & 2 of 2)

Request for New Course 12 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
NET 3125	Introduction to Networks	96	F30 Computer Training	1B

Description:	This course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. Topics include an introduction to the principles of IP addressing and fundamentals of Ethernet concepts, media, and operations. Upon completion, students should be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes. When offered as a three-course sequence leading to the Cisco Certified Network Associate (CCNA), this course represents course one of three.
Aligned Credential(s)	Cisco Certified Network Associate (CCNA) (Part 1 of 3)

Request for New Course 13 of 19

Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
NET 3126	Switching and Routing	96	F30 Computer Training	1B

Description:	This course covers the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts. Emphasis is placed on configuring and troubleshooting routers and switches for advanced functionality using security best practices and resolving common network issues utilizing both IPv4 and IPv6 protocols. Upon completion, students should be able to configure VLANs and Inter-VLAN routing applying security best practices, troubleshoot inter-VLAN routing on Layer 3 devices, configure redundancy on a switched network using STP and EtherChannel, configure WLANs using a WLC and L2 security best practices and configure IPv4 and IPv6 static routing on routers. When offered as a three-course sequence leading to the Cisco Certified Network Associate (CCNA), this course represents course two of three.
Aligned Credential(s)	Cisco Certified Network Associate (CCNA) (Part 2 of 3)

Request for New Course 14 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
NET 3225	Enterprise Networking	96	F30 Computer Training	1B

Description:	This course is designed to cover the architecture, components, operations, and security to scale for large, complex networks, including wide area network (WAN) technologies. Emphasis is placed on configuring, troubleshooting, and securing enterprise network devices and understanding how application programming interfaces (API) and configuration management tools enable network automation. Upon completion, students should be able to configure link state routing protocols, implement ACLs to filter traffic and secure administrative access, configure NAT services on the router to provide address scalability, explain techniques to provide address scalability and secure remote access for WAN, and explain how automation affects evolving networks. When offered as a three-course sequence leading to the Cisco Certified Network Associate (CCNA), this course represents course three of three.
Aligned Credential(s)	Cisco Certified Network Associate (CCNA) (Part 3 of 3)

Request for New Course 15 of 19
Requesting College or Agency: System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
NET 3276	Networking, Switching, Routing, and Enterprise Networking	240	F30 Computer Training	1B

Description:	This course is designed to cover the architecture, structure, functions, components, operations, and security of computer networks, including small networks, wireless local area networks (WLAN), and wide area network (WAN) technologies. Emphasis is placed on configuring, troubleshooting, and securing network devices, resolving common network issues utilizing both IPv4 and IPv6 protocols, and understanding how application programming interfaces (API) and configuration management tools enable network automation. Upon completion, students should be able to configure VLANs and Inter-VLAN routing applying security best practices, troubleshoot inter-VLAN routing on Layer 3 devices, configure redundancy on a switched network using STP and EtherChannel, configure WLANs using a WLC and L2 security best practices and configure IPv4 and IPv6 static routing on routers; as well as link state routing protocols, implement ACLs to filter traffic and secure administrative access, configure NAT services on the router to provide address scalability, explain techniques to provide address scalability and secure remote access for WAN, and explain how automation affects evolving networks.
Aligned Credential(s)	Cisco Certified Network Associate (CCNA) (Part 1, 2, & 3 of 3)

Request for New Course 16 of 19
Requesting College or Agency: Brunswick CC

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CUL 3340	Culinary Fundamentals and Skills	176	T30 Culinary Arts	1B

Description: This course introduces the fundamental concepts, skills, and techniques in basic cookery, including moist, dry, and combination heat. Emphasis is placed on safe food/equipment handling, nutrition, recipe conversion, measurements, terminology, classical knife cuts, flavorings/seasonings, stocks/sauces/soups, and related topics. Upon completion, students should be able to exhibit the basic cooking skills used in the food service industry.

Aligned Credential(s): American Culinary Foundation: Culinary Arts Cook Certification
NOCTI: Culinary Arts Prep Cook

Request for New Course 17 of 19
Requesting College or Agency: Cape Fear CC

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
GIS 3312	Foundations of GIS & Applications	256	F30 Computer Training	1B

Description: This course introduces the hardware and software components of a Geographic Information System and reviews GIS applications; provides experience in operational and management issues in designing and implementing GIS/GPSs for use in planning, management, analysis, and locational decision making. Topics include data structures and basic functions, methods of data capture and sources of data, and the nature and characteristics of spatial data and objects; applications in municipal, industrial, and service sectors and the associated planning, legal, national, and global issues with a project emphasizing the student's specialization. Upon completion, students should be able to identify GIS hardware components, typical operations, products/applications, and differences between database models and between raster and vector systems; and design and apply GIS/GPS technologies to solve practical problems.

Aligned Credential(s): ESRI: GIS Fundamentals Foundation 2201

Request for New Course 18 of 19
Requesting College or Agency: Wake Technical CC

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
APP 3310	Apprentice: Glazier	545	X35 Work Based Learning	1B

Description:	The course is designed to meet the requirements and standards established by a registered apprenticeship program on file and registered with ApprenticeshipNC for glazier workers.
Aligned Credential(s)	ApprenticeshipNC: Journey Level Credential

Request for New Course 19 of 19
Requesting College or Agency: Wake Technical CC

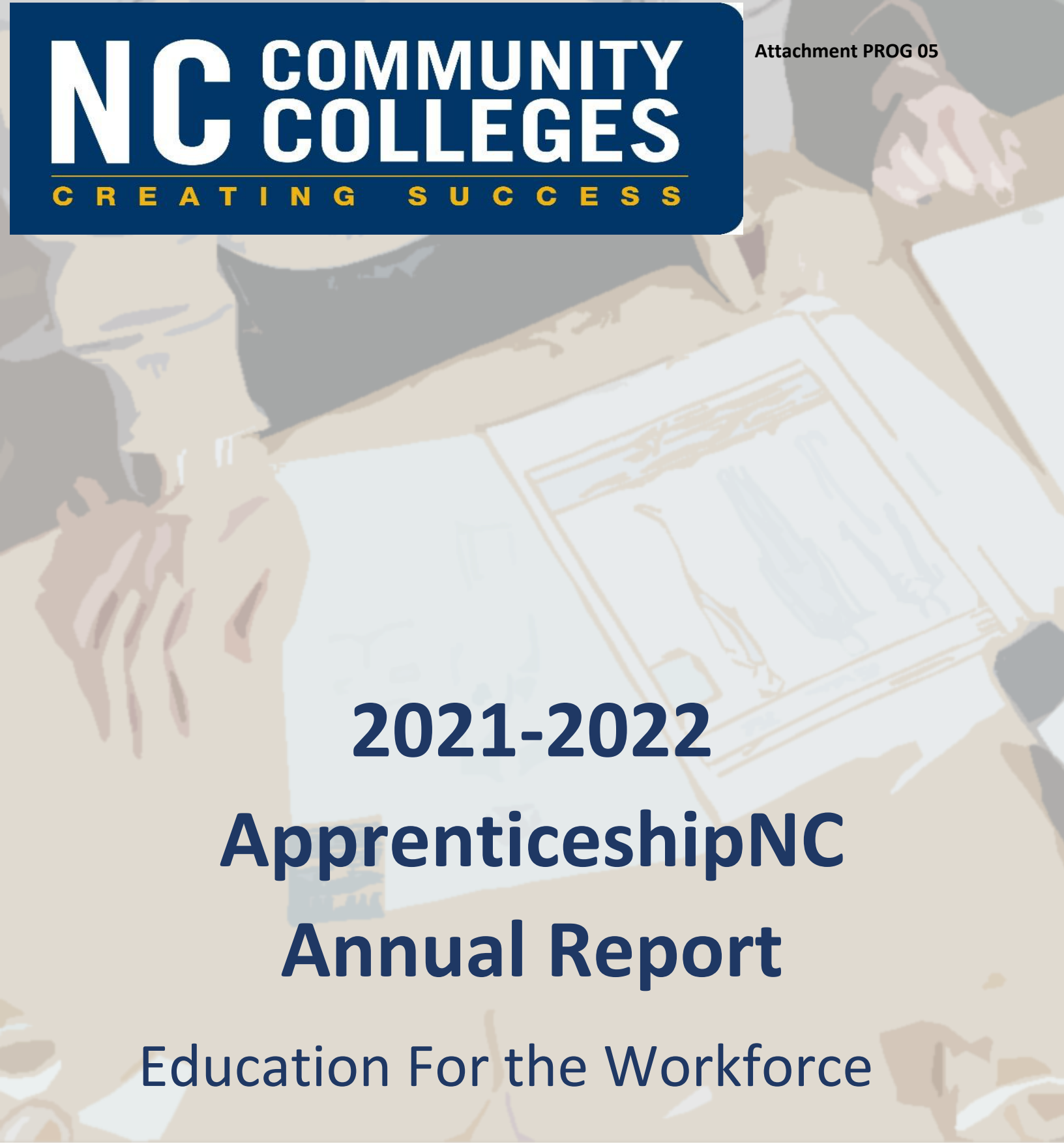
Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
BAF 3310	Security Industry Essentials	96	F25 Banking, Finance, & Marketing	2

Description:	This course is designed to provide a basic knowledge of the securities industry. Emphasis is placed on industry terminology, securities products, the structure and function of the markets, regulatory agencies and their function, and regulated and prohibitive practices. Upon completion, students should possess knowledge fundamental to working in the industry and be prepared for entry-level certifications
Aligned Credential(s)	Financial Industry Regulatory Authority (FINRA): Security Industry Essentials

Contact(s):
Karen Tikkanen
Director, Workforce Continuing Education

Nate Humphrey
Associate Vice President, Workforce and Continuing Education Programs

NC COMMUNITY COLLEGES
CREATING SUCCESS



2021-2022 ApprenticeshipNC Annual Report

Education For the Workforce

NC COMMUNITY COLLEGES | APPRENTICESHIP NC

June 30, 2022

Dr. William S. Carver,
Interim President
North Carolina Community College System

Letter from the Director of Apprenticeship,

The past fiscal year has proven to be another very active and positive year for ApprenticeshipNC as interest from employers continues to rise throughout the state. ApprenticeshipNC uses federal grant funds to hire staff and assist apprentices with their education expenses. The program will continue to seek additional funding to help expand Registered Apprenticeship Programs (RAPs) for employers in our great state and to assist them with finding potential apprentices.

ApprenticeshipNC has established partnerships with other agencies, including Workforce Development Boards and community-based organizations to help employers better target underrepresented populations and develop a more diverse selection of apprentices.

ApprenticeshipNC will continue to provide community colleges with a strategy to integrate work and education while also increasing Registered Apprenticeships.

The data in this report reflects the number of active apprentices and active youth apprentices as well as the number served throughout fiscal year 2022, covering July 1, 2021, through June 30, 2022.

The term "active" refers to the number of apprentices, both youth and adult, that are participating in training. This also includes individuals enrolled in a pre-apprenticeship, on-the-job learning and master craftworker programs.

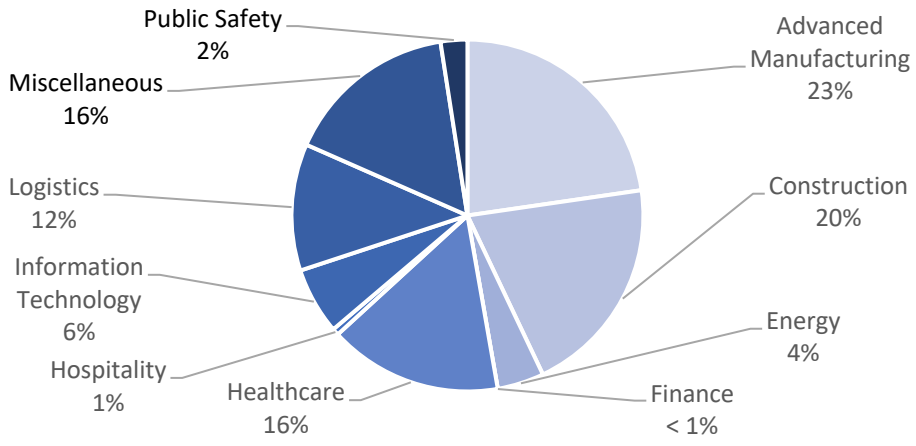
We hope you enjoy reading and learning more about RAPs in the great state of North Carolina.

Sincerely,

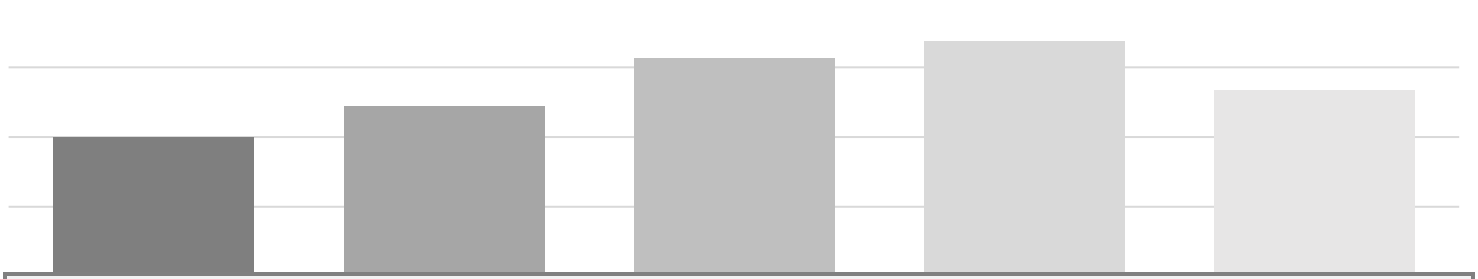
Kathryn P. Castelloes

Kathryn P. Castelloes

New Programs Registered by Industry



Participants Served

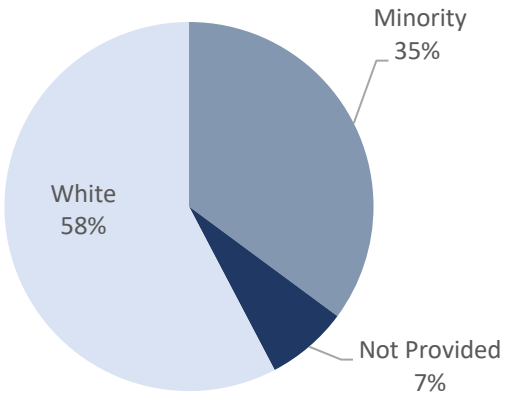


FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
9,963	**12,212**	**15,657**	**16,894**	**13,377**

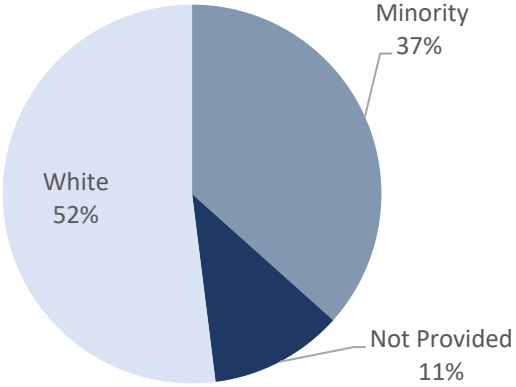
Creating a Diverse Workforce

Increasing the number of females and other minorities in Registered Apprenticeship Programs and helping employers develop diverse, equitable and inclusive workplaces was a priority during this fiscal year. Diversity, equity and inclusion was the theme of the 2022 conference and several speakers covered DEI in their remarks.

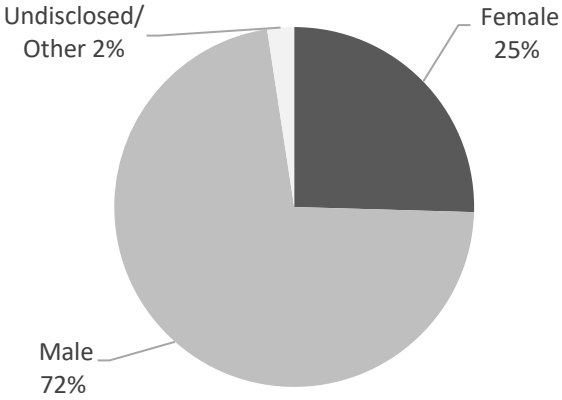
Served by Race



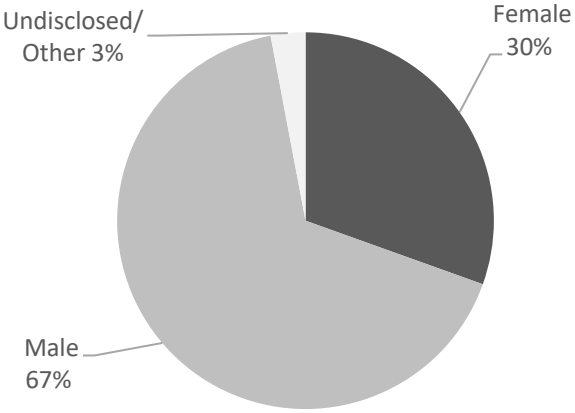
Registrations by Race



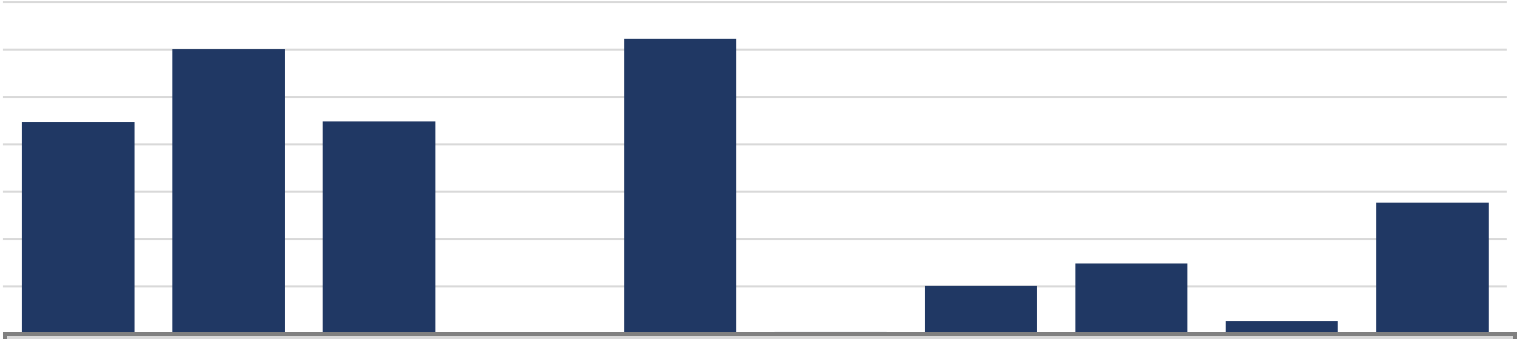
Served by Gender



Registrations by Gender



Served Apprentices by Industry



Adv. Mfg.	Construction	Energy	Finance	Healthcare	Hospitality	IT	Logistics	Misc.	Public Safety
2,233	**3,005**	**2,240**	**1**	**3,112**	**21**	**504**	**741**	**138**	**1,382**

Apprentice Education Funding

There are a number of grants and state funding which are used to expand the educational success of apprentices in North Carolina including the N.C. Youth Apprenticeship Waiver for youth entering the workforce, which covers community college education expenses while part of an apprenticeship. Additionally, ApprenticeshipNC received funding from USDOL through the Apprenticeship State Expansion (ASE) grant that is leveraged for newly-registered apprentices to attend occupation relevant community college classes.

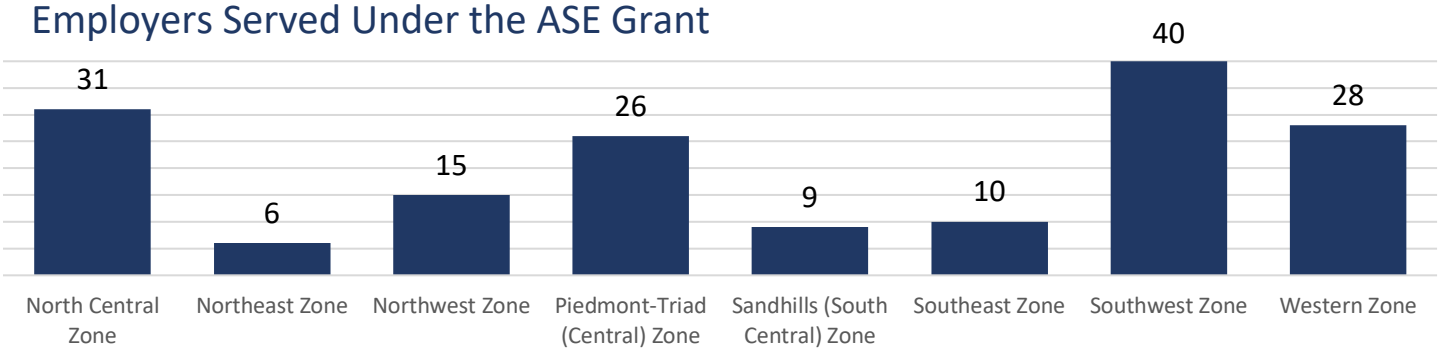
ASE Grant

Total Awarded Funding	$407,801.13
Apprentices Served	624
Colleges Benefitting	31

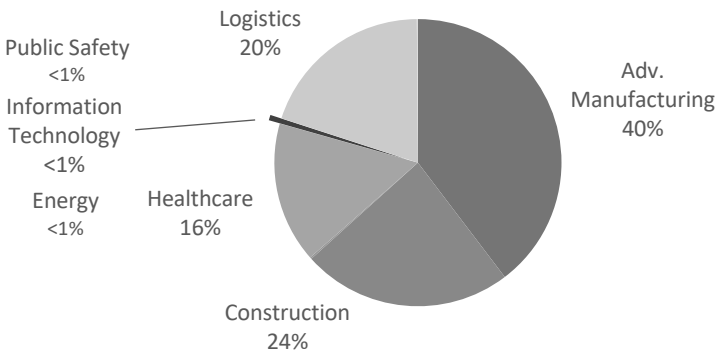
While the ASE grant has ended with the funding fully expended on June 30, 2022, a total of $768,171.21 for 1,317 apprentices were awarded since July 1, 2019 covering books, tuition, and fees at community colleges across our state.

November 2021 the NC Legislature awarded ApprenticeshipNC $12,000,000 in funding for rural underserved areas to be released starting July 2022. During the period following this award, $2,000,000 in marketing outreach, and internal software development have implemented a fully functional system for managing the funds, tracking awards in the coming year, in addition to awareness lead by the local community colleges.

Employers Served Under the ASE Grant



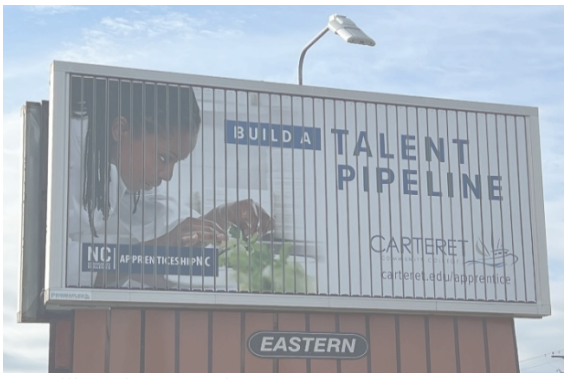
ASE Awards by Industry	Funds Awarded
Adv. Manufacturing	$305,341.18
Construction	$182,195.89
Energy	$1,495.59
Healthcare	$122,238.46
Information Technology	$4,693.12
Logistics	$153,031.65
Public Safety	$940.00



Marketing Initiative

In November 2021, the N.C. General Assembly earmarked $2 million for a statewide marketing campaign to create awareness of the $12 million funding available to employers in tier one and tier two counties that aims to ultimately expand and increase registered apprenticeships and enrollment at community colleges located in underserved counties.

The funding was offered to and split among community colleges that reside in and serve tier one and tier two counties based on 2020 tier ranking data produced by the N.C. Department of Commerce. Forty-four of the Great 58 community colleges accepted the marketing funds and either managed the marketing internally or used the services of vitalink, a marketing firm with proven experience marketing apprenticeships.



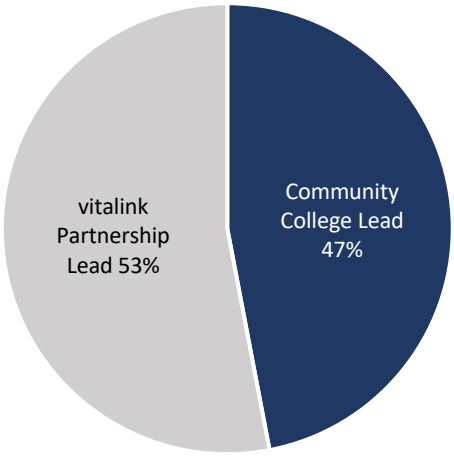
A Billboard on Highway 70 in Carteret County is cobranded with Carteret Community College.

The bulk of the advertising was cobranded with ApprenticeshipNC and included a mix of TV, cable, broadcast radio, streaming audio, digital media, social media, print, email, and outdoor advertising. A billboard on Highway 70 in Carteret County, inset right, is cobranded with Carteret Community College.

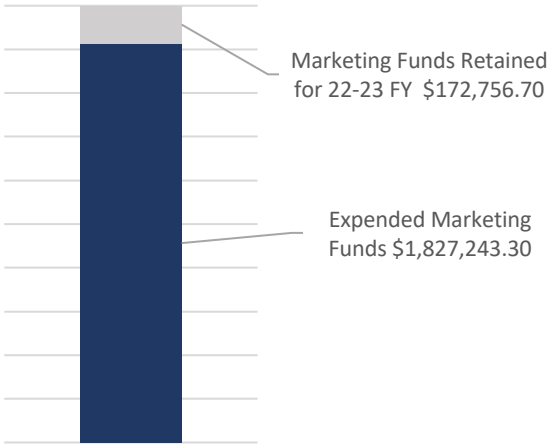
As a value add for the media buy, My Carolina/CBS 17 conducted interviews with community college officials, employers, and their apprentices to create greater awareness locally and further educate the public on the benefits of RAPs.

Marketing funds had to be expended by June 30, 2022. The data below provides a breakdown of funds spent. An extension granted by the N.C. General Assembly in the short session June 2022 will allow those community colleges with remaining funds until June 30, 2023, to expend remaining funds.

Marketing Outreach by Outlet



Marketing Expenditures Using The Funds Extension



Social Media

In addition to LinkedIn, Facebook and YouTube social media platforms, ApprenticeshipNC launched its brand on TikTok and Instagram to better target those between the ages of 16 and 24. Instagram launched on Aug. 23, 2021, and TikTok launched April 13, 2022.

Outreach

Planning and outreach for three events involved coordination and planning from the entire ApprenticeshipNC team. The Apprenticeship Contests, held each October during the N.C. State Fair, include contests for Masonry, Electrical, Carpentry, HVAC-R and Plumbing. The carpentry contest for pre-apprentices is designed for high school students who work in teams. Last year's winners represented Holly Springs High School and took home cash and prizes provided by event sponsors.

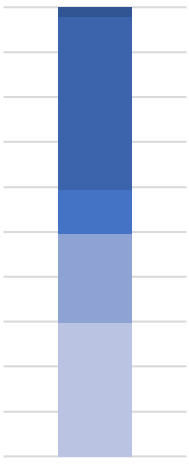
Pre-Apprentices at Holly Springs High School win the Carpentry Contest in October 2021.

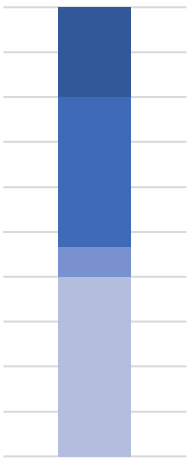
During National Apprenticeship Week (NAW), held Nov. 15 – 21, events were scheduled throughout the state to both promote registered apprenticeships and to show appreciation for sponsors and apprentices throughout the Tar Heel State. NAW provides an opportunity to highlight Registered Apprenticeship Programs locally as a proven industry-driven training model that provides a critical talent pipeline in North Carolina.

The ApprenticeshipNC conference was held in Wilmington at the Hotel Ballast March 15-16. The conference opened to a packed house and included employer sponsored programs, community college representatives and workforce development board members. The conference theme, Revive and Thrive: Creating and Inclusive Workforce Post Pandemic, was timely as employers and employees continue to recover from the pandemic. ApprenticeshipNC presented Outstanding Award Winners during a special awards luncheon. Recorded interviews with award winners are featured on the ApprenticeshipNC YouTube page.

State Fair Contestants by Contest

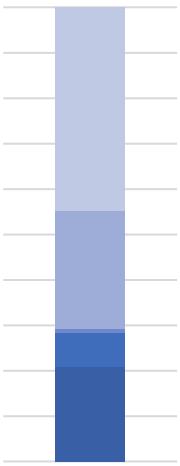
Total	**101**
Plumbing	2
Masonry	39
HVAC	10
Electrical	20
Carpentry	30





Apprenticeship Week Events

15	**Total**
3	Employer
5	Consortia
1	HS
6	CC



Conference Attendance

273	**Total**
122	Ed. Inst.
71	Employers
23	WFB /Stk Hld.
57	Government

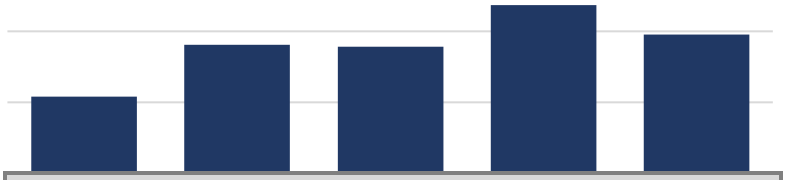
Youth Participation

North Carolina is one of nine original grantees funded by New American through the Partnership to Advance Youth Apprenticeship (PAYA). Currently, four grant- funded positions work across eight economic development zones to promote and register youth apprenticeship programs. Every region grew in 2021-22 in the number of youth apprentices served in North Carolina high schools, with a 38% growth in regions located outside of the 85/40 Corridor during the past two fiscal years.

WPDE/ABC 15 hosted a special broadcast with Robeson Community College to promote the new funding available to employers located in tier one and two counties mentioned in the report that aims to help employers recruit apprentices between the ages of 16 and 25. Guests of the show included the president of RCC along with ApprenticeshipNC officials and sponsors of Registered Apprenticeship Programs in Robeson County.

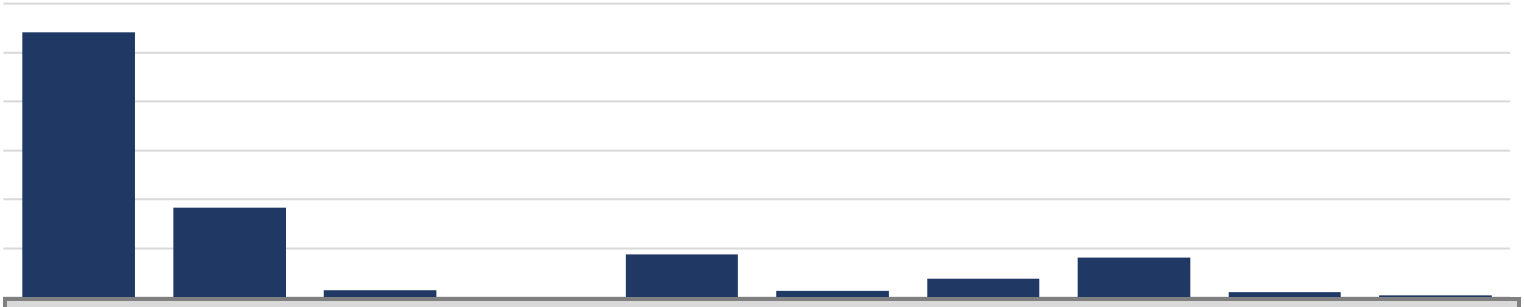
WPDE/ABC 15 hosts special broadcast called Robeson Community College: Apprenticeships for Today's Business.

High School Youth Apprenticeship Served During Each Fiscal Year and through June 30, 2022



FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
543	**907**	**890**	**1,185**	**977**

High School Youth Apprenticeship Served by Industry



Adv. Mfg.	Construction	Energy	Finance	Healthcare	Hospitality	IT	Logistics	Misc.	Public Safety
541	**183**	**15**	**0**	**88**	**14**	**39**	**82**	**11**	**4**

NC COMMUNITY COLLEGES | APPRENTICESHIP NC

ApprenticeshipNC Annual Report
June 30, 2022

Kathryn Castelloes, Apprenticeship Director
castelloesk@nccommunitycolleges.edu

SBCC
08/19/2022

STATE BOARD OF COMMUNITY COLLEGES
Curriculum Program Applications as Approved by the System President

The State Board of the North Carolina Community College System, through delegated authority to the System President, approved the curriculum program application listed below:

Guilford Technical Community College
Cosmetology Instructor (Certificate) (C55160)
Effective: Fall 2023

Contact(s):
Dr. Lisa Eads
Associate Vice President of Programs

STATE BOARD OF COMMUNITY COLLEGES
Programs Committee Charter

I. Background
The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and the State Board Code.

II. Purpose
The Programs Committee establishes procedures and policies for the addition and revision of educational programs within the North Carolina Community College System that support the System's mission of providing high-quality, accessible educational opportunities that minimize barriers to post-secondary education, maximize student success, develop a globally and multi-culturally competent workforce and improve the lives and well-being of individuals.

The Programs Committee's purview impacts Curriculum, instruction for Captive and Co-opted groups, Student Services, Career and College Promise, Work-Based Learning, Customized Training, High School Equivalency, Tiered Funding Levels, Developmental Education, Basic Skills Plus, Curriculum Instructional Contracts, and Instructional Service Agreements to offer students a variety of learning opportunities throughout the state.

III. Organization
The Programs Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the State Board Chair.

IV. Meetings
Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Programs Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities
The responsibilities of the Programs Committee shall be:

- To ensure that the System Office continues to work with the education partners to provide quality education that is accessible to all students.
- To review the programs and courses that are offered within the state of North Carolina to assure that the colleges are best serving their communities
- To learn about trends and needs of the student population to assure what is being requested is what is needed.

VI. Duties
The specific duties of the Committee on Programs shall include review and approval of the following:

History Note: Effective 09/15/2017

- Curriculum Program Applications
- Curriculum Program Terminations
- Curriculum Standard Revisions
- New curriculum courses submitted through new-to-the system program applications for the *Combined Course Library*
- New continuing education courses for the Combined Course Library.
- Tier funding designations for continuing education and curriculum courses
- Programs and courses within the Captive/Co-opted groups;
- Articulation agreements between the NC Community College System and the various education partners.
- Criteria for the following:
    - Career and College Promise
    - Work-Based Learning
    - Customized Training
    - High School Equivalency
    - Tiered Funding Levels
    - Developmental Education
    - Basic Skills Plus
    - Curriculum Instructional Contracts
    - Instructional Service Agreements

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Programs Committee Charter.

History Note: Effective 09/15/2017

AGENDA
State Board of Community Colleges
STRATEGIC PLANNING COMMITTEE
Caswell Building, J. Gregory Poole Conference Room
Thursday, August 18, 2022 – 9:30 a.m.
Ms. Ann Whitford, Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – July 12, 2022

For Action

- Review and Approve State Performance Measures (Attachment PLAN 01)

For Future Action

- Review Draft Strategic Plan Content (Attachment PLAN 02)

For Information

- Review of Strategic Planning Committee Charter (Attachment PLAN 03)

New Business

Adjourn

MINUTES
State Board of Community Colleges
STRATEGIC PLANNING COMMITTEE
Tuesday, July 12, 2022

STRATEGIC PLANNING COMMITTEE MEMBERS

Ms. Ann Whitford, Chair	Mr. Jon Harris for Lt.
Mr. Hari Nath	Governor Mark Robinson
Dr. Shirley Carraway	Ms. Sarah West

Members absent: Mr. Bobby Irwin, Mr. Ray Trapp

OTHER BOARD MEMBERS IN ATTENDANCE

Mr. Burr Sullivan, SBCC Chairman
Hon. Terry Van Duyn
Hon. Ray Russell
Mr. Tom Looney

OTHERS IN ATTENDANCE

Dr. Mark Poarch	Dr. Matt Meyer	Mr. Kennon Briggs
Dr. Dale McInnis	Dr. J.W. Kelley	Ms. Judykay Jefferson
Dr. Kimberly Gold	Ms. Anne Bacon	Ms. Tawanda Artis
Dr. Patrick Crane	Ms. Kelly Barretto	Ms. Tiffany Howell
Mr. Patrick Fleming	Dr. Monty Hickman	Mr. Alex Fagg
Dr. Levy Brown	Dr. Levy Brown	
Dr. Bill Schneider	Ms. Delores Ali	

CALL TO ORDER

Chair Whitford called the virtual meeting to order at 10:34 a.m.

ROLL CALL

Ms. Kelly Barretto took the roll of the Strategic Planning Committee members. With five members in attendance, a quorum was present.

ETHICS STATEMENT

Dr. Crane read the Ethics Awareness and Conflict of Interest Statement and asked if there were any known conflicts. None were noted.

APPROVAL OF AGENDA AND MINUTES

Chair Whitford asked for a motion to approve the agenda for today's meeting along with the May 19, 2022 minutes. Dr. Carraway made the motion, Ms. West seconded, and the Committee approved the agenda and minutes unanimously without change.

FOR INFORMATION

Draft Strategic Plan Goals, Objectives, Strategies

Dr. Patrick Crane led the committee through a comprehensive review of draft goals, objectives, and strategies for the strategic plan that have been developed and reviewed by planning teams. After Dr. Crane walked through the draft, he welcomed comments from board members, planning team co-chairs, and others in attendance, including President Mark Poarch and President Dale McInnis. Suggestions for organization, reducing duplication of ideas, and wording were discussed.

Plan Publication Graphics

The Committee reviewed several layouts of cover designs created by Crisp Communications and then provided input on the versions that were presented. The Committee was invited to email additional comments and feedback to Dr. Crane and Ms. Bacon.

ADJOURN

There being no other business, Chair Whitford adjourned the Committee at 12:02 p.m.

Respectfully submitted,

Kelly Barretto
Recording Secretary

NC COMMUNITY COLLEGES

CREATING SUCCESS

DRAFT

2022 PERFORMANCE MEASURES for STUDENT SUCCESS

SBCC
08/19/2022

2022 PERFORMANCE MEASURES for STUDENT SUCCESS

August 2022

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Bill Carver,
Interim President

Patrick Crane,
Vice President of Strategic Initiatives

RESEARCH & PERFORMANCE MANAGEMENT

Bill Schneider,
Associate Vice President

Elizabeth Stoddard,
Director of Analytics and Reporting

Steve Blankenship,
Business Systems Analyst

8/4/22

CONTENTS

Introduction	**2**
Performance Summary	**3**
1. Basic Skills Student Progress Index score based on the percentage of Basic Skills periods of participation (POP) with a measurable skill gain (MSG).	**4**
TABLE 1. BASIC SKILLS STUDENT PROGRESS, 2020-21	5
2. Student Success Rate in College-Level English Courses Index score based on the percentage of first-time fall associate degree seeking and transfer pathway students passing a credit-bearing English course with a "C" or better within three years.	**6**
TABLE 2. STUDENT SUCCESS RATE IN COLLEGE-LEVEL ENGLISH COURSES, FALL 2018 COHORT	7
3. Student Success Rate in College-Level Math Courses Index score based on the percentage of first-time fall associate degree seeking and transfer pathway students passing a credit-bearing Math course with a "C" or better within three years.	**8**
TABLE 3. STUDENT SUCCESS RATE IN COLLEGE-LEVEL MATH COURSES, FALL 2018 COHORT	9
4. First-Year Progression Index score based on the percentage of first-time fall credential-seeking curriculum students graduated prior to or enrolled in postsecondary education the subsequent fall semester.	**10**
TABLE 4. FIRST YEAR PROGRESSION, FALL 2020 COHORT	11
5. Curriculum Student Completion Index score based on the percentage of first-time fall credential-seeking curriculum students who graduate, transfer, or are enrolled during the fourth academic year with 42 successfully completed non-developmental hours.	**12**
TABLE 5. CURRICULUM STUDENT COMPLETION, FALL 2017 COHORT	13
6. Licensure and Certification Passing Rate Index score based on the percentage of first-time test-takers passing licensure and certification exams. Exams included in this measure are state mandated exams which candidates must pass before becoming active practitioners.	**14**
TABLE 6. LICENSURE AND CERTIFICATION PASSING RATE, 2020-2021	15
7. College Transfer Performance Index score based on the percentage of community college students (Associate Degree completers and those who have completed 30 or more articulated transfer credits) transferring at a four-year university or college during the fall semester who remain enrolled at any four-year university or college the subsequent fall semester or graduate prior to.	**16**
TABLE 7. COLLEGE TRANSFER PERFORMANCE, 2019-2020 COMMUNITY COLLEGE STUDENTS	17
Appendix: First-Time Fall Cohort Definition	**19**

More detailed analysis for each of these measures can be accessed at:
https://www.nccommunitycolleges.edu/analytics/dashboards/state-performance-measures-pm

DRAFT

Introduction

Performance Measures

The Performance Measures for Student Success Report is the North Carolina Community College System's major accountability document. This annual performance report is based on data compiled during the previous year and serves to inform colleges and the public on the performance of our 58 community colleges.

In 1993, the State Board of Community Colleges began monitoring performance data on specific measures to ensure public accountability for programs and services. In 1998, the General Assembly directed the State Board to review past performance measures and define standards to ensure programs and services offered by community colleges in North Carolina were of sufficient quality.

In 2010, a review process was established to ensure the measures and methods for evaluating colleges were current and remained focused on improving student success. Every three years, a committee that is inclusive of college leaders; subject matter experts; and research and assessment professionals are appointed to review the measures and recommend deletions, revisions, and additions. Recommendations from the most recent review were approved in 2021 and this is the first report reflecting those changes.

The current list of measures includes:

- Basic Skills Student Progress
- Student Success Rate in College-Level English Courses
- Student Success Rate in College-Level Math Courses
- First Year Progression
- Curriculum Student Completion
- Licensure and Certification Passing Rate
- College Transfer Performance

Baselines and Excellence Levels

The outcomes funding model associated with the performance measures was implemented in 2013. A major component of this model is the establishment of system-wide baseline and excellence levels for each measure. These statistically defined levels were developed to provide consistency and promote transparency, simplicity, and objectivity.

Baseline levels are set two standard deviations below the system's average index score and excellence levels are set one standard deviation above the system's average index scores. The average band is within 0.5 standard deviations above or below the average index score.

The performance summary on the following page provides each college with an overview of its results as compared to college results across the state. Color indicators represent various levels of performance within each measure:

Met or Exceeded Excellence Level	Above Average Band, Below Excellence Level	Within Average Band	Below Average Band, Above Baseline Level	Below Baseline Level

Color Gradients

To help colleges identify potential areas of strengths and weaknesses, some color gradients are included in this report. Colors are based on differences between colleges within categories for each measure. For the color gradients, green represents higher outcomes while red represents lower outcomes. The color scale is below.

Top 10 Percentile | Median | Bottom 10 Percentile

Additional Analysis and Insights

This report is designed to provide colleges and stakeholders with summary results related to the performance measures. Additional analysis and insights based on student characteristics, including race/ethnicity and gender, can be accessed at: https://www.nccommunitycolleges.edu/analytics/dashboards/state-performance-measures-pm.

DRAFT

Performance Summary

Met or Exceeded Excellence Level
Above Avg Band, Below Excellence
Within Average Band
Below Avg Band, Above Baseline Level
Below Baseline Level

	Basic Skills Progress	Credit English Success	Credit Math Success	First Year Progression	Curriculum Completion Rate	Licensure Pass Rate Index	Transfer Performance	Met or Exceeded Excellence Level	Above Average Band, Below Excellence	Within Average Band	Below Average Band, Above Baseline Level	Below Baseline Level
System Excellence Level	**1.348**	**1.147**	**1.192**	**1.069**	**1.094**	**1.073**	**1.024**					
Average Band Max	**1.171**	**1.081**	**1.104**	**1.036**	**1.054**	**1.027**	**1.007**					
System Mean	**0.993**	**1.014**	**1.016**	**1.003**	**1.014**	**0.982**	**0.990**					
Average Band Min	**0.816**	**0.947**	**0.927**	**0.970**	**0.973**	**0.937**	**0.973**					
System Baseline	**0.283**	**0.747**	**0.662**	**0.872**	**0.853**	**0.800**	**0.922**					
Alamance CC	1.349	1.096	1.165	0.898	0.861	1.010	1.011	1	3	1	2	0
Asheville-Buncombe TCC	0.937	0.830	0.906	0.838	0.835	1.150	1.002	1	0	2	2	2
Beaufort County CC	0.766	0.978	1.214	1.105	0.968	0.947	0.986	2	0	3	2	0
Bladen CC	1.132	1.091	1.326	1.011	0.976	0.787	0.979	1	1	4	0	1
Blue Ridge CC	1.107	0.917	0.997	0.991	1.053	1.081	1.014	1	1	4	1	0
Brunswick CC	1.609	1.221	1.331	1.022	1.063	1.017	1.005	3	1	3	0	0
Caldwell CC & TI	1.151	0.989	1.216	0.945	0.976	1.092	0.988	2	0	4	1	0
Cape Fear CC	1.127	0.977	1.117	1.019	1.000	1.070	0.992	0	2	5	0	0
Carteret CC	1.237	0.867	0.740	0.995	1.108	1.107	0.885	2	1	1	2	1
Catawba Valley CC	0.871	1.190	1.223	1.076	1.065	1.032	1.017	3	3	1	0	0
Central Carolina CC	1.036	0.889	0.917	0.967	1.020	0.977	1.031	1	0	3	3	0
Central Piedmont CC	0.799	1.064	1.059	1.030	0.928	1.109	1.030	2	0	3	2	0
Cleveland CC	1.833	0.967	1.065	1.074	1.095	1.029	0.969	3	1	2	1	0
Coastal Carolina CC	1.675	1.170	1.224	1.041	1.105	1.046	1.001	4	2	1	0	0
College of the Albemarle	0.899	1.161	1.050	0.992	1.084	1.093	0.988	2	1	4	0	0
Craven CC	1.261	0.991	0.985	1.073	1.085	1.027	0.969	1	3	2	1	0
Davidson-Davie CC	1.215	1.097	1.140	1.041	1.168	1.035	1.010	1	6	0	0	0
Durham TCC	0.342	0.935	0.948	0.947	0.858	1.114	1.002	1	0	2	4	0
Edgecombe CC	1.868	1.192	0.820	0.933	1.018	0.781	0.997	2	0	2	2	1
Fayetteville TCC	0.999	0.934	0.789	0.898	1.009	0.973	0.973	0	0	4	3	0
Forsyth TCC	0.600	1.045	1.091	0.984	1.028	0.985	0.973	0	0	6	1	0
Gaston College	0.720	0.998	0.895	1.069	1.012	1.017	0.966	1	0	3	3	0
Guilford TCC	0.850	0.925	0.906	0.995	1.015	0.971	0.977	0	0	5	2	0
Halifax CC	0.603	1.083	0.491	1.098	1.096	0.810	0.995	2	1	1	2	1
Haywood CC	1.447	1.048	1.062	0.991	1.170	0.966	0.964	2	0	4	1	0
Isothermal CC	0.673	1.100	0.849	1.065	1.103	1.069	0.987	1	3	1	2	0
James Sprunt CC	0.307	1.100	1.236	1.068	1.035	0.828	0.911	1	2	1	2	1
Johnston CC	0.865	0.971	1.041	1.010	1.050	1.028	1.046	1	1	5	0	0
Lenoir CC	1.313	1.028	1.190	0.885	0.950	1.022	0.983	0	2	3	2	0
Martin CC	0.463	0.919	1.069	0.929	1.048	0.888	1.043	1	0	2	4	0
Mayland CC	1.281	0.658	0.858	1.024	0.908	1.035	0.972	0	2	1	3	1
McDowell TCC	0.912	1.147	0.890	1.017	0.972	1.024	0.945	1	0	3	3	0
Mitchell CC	1.278	0.914	0.860	1.018	1.056	0.985	1.007	0	3	2	2	0
Montgomery CC	0.502	0.852	1.014	0.995	1.113	0.851	1.076	2	0	2	3	0
Nash CC	0.949	0.768	1.133	0.993	0.865	0.949	1.022	0	2	3	2	0
Pamlico CC	0.569	1.096	1.159	0.844	1.034	0.939	0.906	0	2	2	1	2
Piedmont CC	0.375	1.137	0.751	1.003	0.838	1.115	0.936	1	1	1	3	1
Pitt CC	1.300	0.901	0.892	1.021	0.933	0.916	0.983	0	1	2	4	0
Randolph CC	1.184	1.083	0.963	0.920	0.966	0.931	1.008	0	3	1	3	0
Richmond CC	0.595	1.089	1.283	0.982	1.071	0.978	0.987	1	2	3	1	0
Roanoke-Chowan CC	0.543	1.305	1.190	1.130	1.031	0.902	0.966	2	1	1	3	0
Robeson CC	0.779	0.897	0.984	0.952	0.947	0.938	0.973	0	0	3	4	0
Rockingham CC	0.800	0.933	0.966	0.908	0.953	1.007	0.988	0	0	3	4	0
Rowan-Cabarrus CC	1.104	0.935	0.767	0.975	1.026	0.911	1.014	0	1	3	3	0
Sampson CC	1.445	1.103	0.987	1.091	1.085	0.829	1.012	2	3	1	1	0
Sandhills CC	0.942	0.973	0.934	1.100	1.023	0.886	1.004	1	0	5	1	0
South Piedmont CC	1.181	0.716	0.692	0.975	0.999	0.787	1.027	1	1	2	1	2
Southeastern CC	0.667	1.017	1.093	1.020	1.103	0.955	1.012	1	1	4	1	0
Southwestern CC	0.660	1.067	1.141	0.973	0.967	1.005	0.934	0	1	3	3	0
Stanly CC	0.846	1.003	1.183	1.090	1.093	0.968	1.003	1	2	4	0	0
Surry CC	1.238	0.935	0.943	0.953	0.935	1.038	1.014	0	3	1	3	0
Tri-County CC	1.171	1.254	0.994	1.110	0.899	1.069	0.977	2	2	2	1	0
Vance-Granville CC	1.000	0.931	0.706	1.063	1.022	0.924	1.006	0	1	3	3	0
Wake TCC	1.134	0.977	0.969	1.033	0.986	1.038	1.034	1	1	5	0	0
Wayne CC	0.961	1.144	0.998	1.021	1.160	1.004	0.982	1	1	5	0	0
Western Piedmont CC	1.213	1.293	1.270	1.012	1.056	1.076	1.009	3	3	1	0	0
Wilkes CC	1.247	1.073	1.265	0.955	0.971	0.987	0.990	1	1	3	2	0
Wilson CC	0.678	0.828	0.960	1.015	0.991	0.848	0.955	0	0	4	2	2

1. Basic Skills Student Progress

Purpose

To ensure individuals with low literacy skills are progressing academically toward credential or employment

Description

Index score based on the percentage of Basic Skills periods of participation (POP) with a measurable skill gain (MSG).

Calculation

Success Rate

Denominator: Number of Periods of Participation (PoP) during the Basic Skills program year (July 1 to June 30). A PoP begins each time a student enrolls in adult education, accumulates at least 12 contact hours, and then exits the program. Subsequent periods occur when a student re-enters the program after 90 days have lapsed since the person last received services and accumulates 12 or more contact hours. If there is no exit, the PoP continues to the next program year.

Numerator: Based on the denominator, number of periods of participation in which at least one measurable skill gain was achieved. Participants can demonstrate MSG in in five ways:

- Pre and Post testing: The student scores high enough on an NRS approved posttest to place into a higher educational functioning level than indicated by the student's pretest.
- Adult High School Credits: The student enters an Adult High School (AHS) program with less than 75% of the required AHS credits and obtained enough AHS credits to exceed the 75% threshold prior to the end of the program year (June 30)
- Post-Secondary Enrollment: The student exits the program and subsequently enrolls in post-secondary education prior to the end of the program year (June 30). Post-secondary enrollment is verified by data matching to the National Student Clearinghouse and the NCCCS Data Warehouse.
- High School Equivalency Test Graduate: The student achieves a passing score on State-approved high school equivalency tests (GED, HiSet, or TASC) prior to the end of the program year (June 30). Credit is given based on matching student records to a passers database populated by the test vendors. Matching occurs based on an exact match of first name, last name and date of birth and/or the HSEID.
- Adult High School Graduate: The student completes the requirements of the Adult High School program and is issued an adult high school diploma prior to the end of the program year (June 30).

Index Score

College success rate divided by the systemwide success rate

Data Sources

LEIS annual data file
Comprehensive Curriculum Student Report
Continuing Education data file

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TABLE 1. BASIC SKILLS STUDENT PROGRESS, 2020-2021

Index score based on the percentage of Basic Skills periods of participation (POP) with a measurable skill gain (MSG).

Excellence: 1.348
Avg Band Max: 1.171
Avg Band Min: 0.816
Baseline: 0.283

	POPs	SUCCESS RATE	INDEX SCORE			
System Totals	**30,741**	36.8%	**20-21**	19-20	18-19	17-18
Alamance CC	827	49.7%	**1.349**	1.253	1.152	1.014
Asheville-Buncombe T(	756	34.5%	**0.937**	0.845	0.941	0.903
Beaufort County CC	216	28.2%	**0.766**	0.742	0.956	0.980
Bladen CC	151	41.7%	**1.132**	0.911	0.973	0.760
Blue Ridge CC	321	40.8%	**1.107**	1.176	1.096	1.009
Brunswick CC	248	59.3%	**1.609**	1.405	1.226	1.183
Caldwell CC & TI	316	42.4%	**1.151**	1.107	1.029	0.876
Cape Fear CC	881	41.5%	**1.127**	1.040	0.941	1.002
Carteret CC	215	45.6%	**1.237**	0.614	1.081	0.906
Catawba Valley CC	564	32.1%	**0.871**	1.078	1.040	1.142
Central Carolina CC	880	38.2%	**1.036**	1.081	1.172	1.134
Central Piedmont CC	2,622	29.4%	**0.799**	0.869	0.898	0.847
Cleveland CC	77	67.5%	**1.833**	1.233	1.596	1.428
Coastal Carolina CC	737	61.7%	**1.675**	1.434	1.055	1.198
Coll of the Albemarle	169	33.1%	**0.899**	1.104	1.129	0.782
Craven CC	282	46.5%	**1.261**	0.796	0.980	1.087
Davidson-Davie CC	949	44.8%	**1.215**	1.097	1.274	1.473
Durham TCC	943	12.6%	**0.342**	0.646	0.881	0.891
Edgecombe CC	263	68.8%	**1.868**	0.553	1.012	1.249
Fayetteville TCC	2,061	36.8%	**0.999**	1.076	0.971	0.942
Forsyth TCC	683	22.1%	**0.600**	0.832	0.819	0.723
Gaston College	592	26.5%	**0.720**	0.851	1.000	0.958
Guilford TCC	1,507	31.3%	**0.850**	0.762	0.700	0.618
Halifax CC	126	22.2%	**0.603**	0.563	0.884	1.059
Haywood CC	150	53.3%	**1.447**	1.678	1.462	1.247
Isothermal CC	238	24.8%	**0.673**	0.842	0.873	0.784
James Sprunt CC	203	11.3%	**0.307**	0.466	0.728	0.855
Johnston CC	430	31.9%	**0.865**	1.182	1.357	1.319
Lenoir CC	558	48.4%	**1.313**	1.033	1.100	1.217
Martin CC	176	17.0%	**0.463**	0.823	0.976	1.284
Mayland CC	125	47.2%	**1.281**	0.942	1.167	1.314
McDowell TCC	238	33.6%	**0.912**	0.976	1.020	1.103
Mitchell CC	395	47.1%	**1.278**	1.260	0.876	0.954
Montgomery CC	146	18.5%	**0.502**	0.762	0.409	1.015
Nash CC	143	35.0%	**0.949**	1.166	1.172	1.179
Pamlico CC	62	21.0%	**0.569**	1.150	1.507	1.470
Piedmont CC	159	13.8%	**0.375**	0.815	1.021	1.076
Pitt CC	480	47.9%	**1.300**	1.326	1.087	0.977
Randolph CC	470	43.6%	**1.184**	0.861	1.155	1.060
Richmond CC	566	21.9%	**0.595**	0.553	0.940	0.895
Roanoke-Chowan CC	60	20.0%	**0.543**	0.780	1.048	0.335
Robeson CC	599	28.7%	**0.779**	0.861	0.951	1.080
Rockingham CC	295	29.5%	**0.800**	0.987	1.120	1.279
Rowan-Cabarrus CC	482	40.7%	**1.104**	1.388	1.283	1.175
Sampson CC	571	53.2%	**1.445**	1.038	1.282	1.486
Sandhills CC	432	34.7%	**0.942**	1.120	0.925	0.958
South Piedmont CC	618	43.5%	**1.181**	0.988	0.970	1.128
Southeastern CC	525	24.6%	**0.667**	0.853	0.982	1.126
Southwestern CC	181	24.3%	**0.660**	0.783	0.768	0.965
Stanly CC	430	31.2%	**0.846**	1.302	0.714	0.780
Surry CC	285	45.6%	**1.238**	1.274	1.061	1.092
Tri-County CC	190	43.2%	**1.171**	0.821	1.136	1.237
Vance-Granville CC	228	36.8%	**1.000**	0.933	0.979	0.993
Wake TCC	3,371	41.8%	**1.134**	1.247	1.004	1.027
Wayne CC	669	35.4%	**0.961**	0.917	1.041	1.218
Western Piedmont CC	302	44.7%	**1.213**	0.652	0.957	0.895
Wilkes CC	322	46.0%	**1.247**	1.210	1.233	1.314
Wilson CC	256	25.0%	**0.678**	0.489	0.834	0.724

2. Student Success Rate in College-Level English Courses

Purpose

To ensure students are successfully completing a credit-bearing English course within their first three academic years

Description

Index score based on the percentage of first-time fall associate degree seeking and transfer pathway students passing a credit-bearing English course with a "C" or better within three years.

Calculation

Success Rate

Denominator: First-time fall associate degree and transfer pathway students (i.e., students with a curriculum code that begins with an A or P) during their first fall.

Numerator: Of those in the denominator, the number earning a standard letter grade of A, B, C, or P in at least one credit-bearing (course number >=100) English course within three years (by the end of the third summer term).

Note: See appendix for new first-time fall cohort definition

Index Score

Pell Index Score: College success rate among cohort students receiving Pell divided by the statewide success rate among cohort students receiving Pell

Non-Pell Index Score: College success rate among cohort students ***not*** receiving Pell divided by the statewide success rate among cohort students ***not*** receiving Pell

Pell Denominator: Number of cohort students receiving Pell

Non-Pell Denominator: Number of cohort students ***not*** receiving Pell

Total Numerator: (Pell Index Score X Pell Denominator) + (Non-Pell Index Score X Non-Pell Denominator)

Total Denominator: Pell Denominator + Non-Pell Denominator

Total Index Score: Total Numerator divided by Total Denominator

Data Sources

Comprehensive Curriculum Student Report
National Student Clearinghouse

Additional Details

Pell category based on Pell status during a student's first fall semester

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TABLE 2. STUDENT SUCCESS RATE IN COLLEGE-LEVEL ENGLISH COURSES, FALL 2018 COHORT

Index score based on the percentage of first-time fall associate degree seeking and transfer pathway students passing a credit-bearing English course with a "C" or better within three years.

Excellence: 1.147
Avg Band Max: 1.081
Avg Band Min: 0.947
Baseline: 0.747

	FALL COHORT			SUCCESS RATE			INDEX SCORE		TOTAL INDEX SCORE			
	Pell	Non-Pell	Total	Pell	Non-Pell	Total	Pell	Non-Pell	2018	2017	2016	2015
System Totals	**13,232**	**28,332**	**41,564**	**58%**	**63%**	**62%**	Pell	Non-Pell	**2018**	2017	2016	2015
Alamance CC	236	489	725	67%	68%	67%	1.147	1.071	**1.096**	1.165	1.138	1.101
Asheville-Buncombe T(	228	632	860	64%	46%	51%	1.104	0.731	**0.830**	0.904	0.872	0.857
Beaufort County CC	49	197	246	47%	64%	61%	0.810	1.020	**0.978**	0.913	0.933	0.908
Bladen CC	69	111	180	51%	77%	67%	0.875	1.225	**1.091**	1.180	0.847	0.943
Blue Ridge CC	115	299	414	67%	52%	56%	1.155	0.825	**0.917**	0.966	0.928	0.893
Brunswick CC	124	260	384	67%	79%	75%	1.154	1.253	**1.221**	1.209	1.100	1.181
Caldwell CC & TI	144	540	684	66%	60%	61%	1.138	0.949	**0.989**	0.951	0.918	0.902
Cape Fear CC	526	1,162	1,688	59%	60%	60%	1.020	0.957	**0.977**	1.016	1.054	1.077
Carteret CC	62	288	350	68%	51%	54%	1.168	0.802	**0.867**	0.859	0.915	0.994
Catawba Valley CC	277	739	1,016	65%	77%	74%	1.127	1.214	**1.190**	1.160	1.161	1.138
Central Carolina CC	203	478	681	48%	58%	55%	0.833	0.913	**0.889**	0.814	0.870	0.788
Central Piedmont CC	1,568	2,714	4,282	62%	67%	65%	1.063	1.065	**1.064**	1.082	1.113	1.120
Cleveland CC	87	286	373	52%	63%	60%	0.892	0.990	**0.967**	0.932	0.922	0.824
Coastal Carolina CC	286	599	885	72%	72%	72%	1.236	1.138	**1.170**	1.142	1.128	1.184
Coll of the Albemarle	97	477	574	61%	75%	72%	1.049	1.184	**1.161**	1.017	1.003	0.950
Craven CC	191	368	559	60%	61%	61%	1.038	0.967	**0.991**	1.064	1.089	1.121
Davidson-Davie CC	257	527	784	63%	70%	67%	1.080	1.105	**1.097**	1.005	1.057	1.092
Durham TCC	311	679	990	57%	58%	57%	0.976	0.915	**0.935**	0.951	0.992	0.953
Edgecombe CC	86	53	139	62%	89%	72%	1.063	1.403	**1.192**	1.113	0.963	1.066
Fayetteville TCC	845	991	1,836	49%	63%	57%	0.853	1.002	**0.934**	0.897	0.823	0.778
Forsyth TCC	606	901	1,507	62%	65%	64%	1.067	1.030	**1.045**	1.075	1.087	1.110
Gaston College	377	712	1,089	62%	61%	61%	1.075	0.957	**0.998**	0.974	1.013	0.956
Guilford TCC	876	1,021	1,897	54%	58%	56%	0.929	0.922	**0.925**	0.987	0.937	0.905
Halifax CC	83	169	252	61%	69%	67%	1.060	1.095	**1.083**	1.057	1.025	1.098
Haywood CC	73	231	304	66%	65%	65%	1.134	1.020	**1.048**	1.072	1.059	0.944
Isothermal CC	76	172	248	50%	76%	68%	0.862	1.205	**1.100**	1.099	1.072	1.045
James Sprunt CC	51	178	229	71%	67%	68%	1.217	1.066	**1.100**	1.121	1.058	1.054
Johnston CC	212	562	774	52%	63%	60%	0.903	0.996	**0.971**	0.913	0.919	1.021
Lenoir CC	132	288	420	49%	70%	64%	0.849	1.109	**1.028**	1.002	0.945	1.089
Martin CC	20	177	197	25%	62%	58%	0.431	0.974	**0.919**	1.014	0.867	0.792
Mayland CC	23	84	107	26%	45%	41%	0.450	0.716	**0.658**	0.785	0.648	0.651
McDowell TCC	35	168	203	69%	72%	71%	1.183	1.139	**1.147**	1.231	1.251	1.111
Mitchell CC	186	616	802	61%	55%	56%	1.057	0.870	**0.914**	1.026	0.996	0.972
Montgomery CC	25	97	122	32%	59%	53%	0.552	0.929	**0.852**	1.056	0.992	1.015
Nash CC	187	359	546	48%	47%	47%	0.821	0.740	**0.768**	0.838	0.759	0.767
Pamlico CC	11	34	45	*	*	69%	*	*	**1.096**	0.857	0.820	0.754
Piedmont CC	59	183	242	56%	75%	71%	0.965	1.193	**1.137**	1.166	1.087	1.058
Pitt CC	574	536	1,110	49%	60%	55%	0.850	0.956	**0.901**	0.897	0.924	0.940
Randolph CC	156	431	587	71%	65%	67%	1.227	1.031	**1.083**	1.065	0.974	1.086
Richmond CC	124	367	491	53%	72%	68%	0.918	1.146	**1.089**	1.075	1.081	1.062
Roanoke-Chowan CC	15	67	82	*	*	82%	*	*	**1.305**	1.107	0.842	0.871
Robeson CC	183	145	328	48%	62%	54%	0.829	0.982	**0.897**	0.861	0.799	0.822
Rockingham CC	130	273	403	56%	58%	57%	0.968	0.915	**0.933**	0.902	1.035	0.997
Rowan-Cabarrus CC	445	1,176	1,621	58%	57%	58%	1.008	0.908	**0.935**	0.972	1.007	1.033
Sampson CC	96	232	328	54%	74%	68%	0.934	1.173	**1.103**	0.890	0.907	0.919
Sandhills CC	174	431	605	52%	64%	60%	0.892	1.006	**0.973**	0.875	0.910	1.046
South Piedmont CC	117	571	688	42%	45%	45%	0.722	0.715	**0.716**	0.763	0.870	0.878
Southeastern CC	63	197	260	56%	65%	63%	0.958	1.036	**1.017**	1.060	0.989	0.937
Southwestern CC	75	329	404	52%	70%	67%	0.897	1.106	**1.067**	1.080	1.157	1.129
Stanly CC	86	319	405	63%	62%	62%	1.083	0.982	**1.003**	0.932	0.844	0.919
Surry CC	141	550	691	60%	58%	58%	1.027	0.912	**0.935**	0.939	0.860	0.869
Tri-County CC	38	169	207	63%	82%	78%	1.089	1.292	**1.254**	1.187	1.130	1.211
Vance-Granville CC	176	430	606	49%	61%	58%	0.853	0.964	**0.931**	1.007	1.030	1.079
Wake TCC	1,280	2,933	4,213	58%	61%	60%	1.007	0.965	**0.977**	0.972	1.006	0.968
Wayne CC	211	452	663	66%	72%	70%	1.144	1.144	**1.144**	1.167	1.138	1.118
Western Piedmont CC	134	311	445	73%	83%	80%	1.261	1.307	**1.293**	1.262	1.207	1.150
Wilkes CC	138	390	528	65%	67%	66%	1.125	1.054	**1.073**	0.990	1.051	1.049
Wilson CC	83	206	289	45%	54%	51%	0.769	0.852	**0.828**	0.713	0.756	0.905

* Subcategory results suppressed when at least one of the subcategories contains less than 20 in the denominator

Note: System totals are updduplicated and may not be equal to the summation across colleges and categories

3. Student Success Rate in College-Level Math Courses

Purpose

To ensure students are successfully completing credit-bearing Math courses within their first three academic years

Description

Index score based on the percentage of first-time fall associate degree seeking and transfer pathway students passing a credit-bearing Math course with a "C" or better within three years.

Calculation

Success Rate

Denominator: First-time fall associate degree and transfer pathway students (i.e., students with a curriculum code that begins with an A or P) during their first fall.

Numerator: Of those in the denominator, the number earning a standard letter grade of A, B, C, or P in at least one credit-bearing (course number >=100) Math course within three years (by the end of the third summer term).

Note: See appendix for new first-time fall cohort definition

Index Score

Pell Index Score: College success rate among cohort students receiving Pell divided by the statewide success rate among cohort students receiving Pell

Non-Pell Index Score: College success rate among cohort students ***not*** receiving Pell divided by the statewide success rate among cohort students ***not*** receiving Pell

Pell Denominator: Number of cohort students receiving Pell

Non-Pell Denominator: Number of cohort students ***not*** receiving Pell

Total Numerator: (Pell Index Score X Pell Denominator) + (Non-Pell Index Score X Non-Pell Denominator)

Total Denominator: Pell Denominator + Non-Pell Denominator

Total Index Score: Total Numerator divided by Total Denominator

Data Sources

Comprehensive Curriculum Student Report
National Student Clearinghouse

Additional Details

Pell category based on Pell status during a student's first fall semester

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TABLE 3. STUDENT SUCCESS RATE IN COLLEGE-LEVEL MATH COURSES, FALL 2018 COHORT

Index score based on the percentage of first-time fall associate degree seeking and transfer pathway students passing a credit-bearing Math course with a "C" or better within three years.

Excellence: 1.192
Avg Band Max: 1.104
Avg Band Min: 0.927
Baseline: 0.662

	FALL COHORT			SUCCESS RATE			INDEX SCORE		TOTAL INDEX SCORE			
	Pell	Non-Pell	Total	Pell	Non-Pell	Total	Pell	Non-Pell	2018	2017	2016	2015
System Totals	**13,232**	**28,332**	**41,564**	**34%**	**52%**	**46%**						
Alamance CC	236	489	725	47%	56%	53%	1.352	1.075	**1.165**	1.185	1.252	1.159
Asheville-Buncombe T(	228	632	860	39%	43%	42%	1.119	0.829	**0.906**	0.930	0.902	0.953
Beaufort County CC	49	197	246	27%	69%	60%	0.770	1.324	**1.214**	1.059	1.174	1.161
Bladen CC	69	111	180	39%	75%	61%	1.135	1.445	**1.326**	1.245	0.565	0.888
Blue Ridge CC	115	299	414	55%	40%	44%	1.589	0.769	**0.997**	1.022	1.026	0.875
Brunswick CC	124	260	384	46%	69%	61%	1.333	1.330	**1.331**	1.346	1.353	1.410
Caldwell CC & TI	144	540	684	48%	61%	58%	1.390	1.170	**1.216**	1.271	1.160	1.108
Cape Fear CC	526	1,162	1,688	36%	60%	52%	1.037	1.154	**1.117**	1.138	1.140	1.129
Carteret CC	62	288	350	35%	35%	35%	1.029	0.678	**0.740**	0.730	0.851	0.962
Catawba Valley CC	277	739	1,016	43%	63%	57%	1.257	1.211	**1.223**	1.248	1.257	1.133
Central Carolina CC	203	478	681	29%	49%	43%	0.829	0.954	**0.917**	0.936	1.084	1.054
Central Piedmont CC	1,568	2,714	4,282	41%	51%	47%	1.195	0.981	**1.059**	1.085	1.116	1.157
Cleveland CC	87	286	373	26%	60%	52%	0.767	1.155	**1.065**	1.020	1.177	1.046
Coastal Carolina CC	286	599	885	50%	58%	55%	1.450	1.116	**1.224**	1.171	1.075	1.092
Coll of the Albemarle	97	477	574	33%	55%	52%	0.957	1.069	**1.050**	0.940	0.852	0.867
Craven CC	191	368	559	34%	51%	45%	0.972	0.992	**0.985**	0.916	0.910	1.000
Davidson-Davie CC	257	527	784	33%	64%	54%	0.959	1.228	**1.140**	1.080	1.171	1.267
Durham TCC	311	679	990	37%	46%	43%	1.073	0.891	**0.948**	0.925	0.947	0.958
Edgecombe CC	86	53	139	21%	60%	36%	0.607	1.167	**0.820**	0.952	0.743	0.786
Fayetteville TCC	845	991	1,836	26%	43%	35%	0.745	0.827	**0.789**	0.800	0.773	0.651
Forsyth TCC	606	901	1,507	39%	55%	49%	1.120	1.072	**1.091**	1.057	1.115	0.980
Gaston College	377	712	1,089	34%	43%	40%	1.000	0.839	**0.895**	0.915	0.912	0.878
Guilford TCC	876	1,021	1,897	29%	49%	40%	0.851	0.954	**0.906**	0.872	0.836	0.803
Halifax CC	83	169	252	10%	31%	24%	0.280	0.595	**0.491**	0.544	0.532	0.673
Haywood CC	73	231	304	36%	55%	51%	1.033	1.071	**1.062**	1.132	1.041	0.812
Isothermal CC	76	172	248	24%	48%	40%	0.687	0.921	**0.849**	0.968	0.817	0.832
James Sprunt CC	51	178	229	37%	66%	60%	1.081	1.281	**1.236**	1.215	1.183	1.148
Johnston CC	212	562	774	36%	54%	49%	1.040	1.042	**1.041**	0.971	1.011	1.173
Lenoir CC	132	288	420	33%	67%	56%	0.945	1.302	**1.190**	1.045	0.939	0.933
Martin CC	20	177	197	30%	56%	54%	0.870	1.092	**1.069**	1.065	0.965	0.906
Mayland CC	23	84	107	13%	51%	43%	0.378	0.989	**0.858**	0.838	0.869	0.775
McDowell TCC	35	168	203	43%	42%	42%	1.243	0.817	**0.890**	1.295	1.426	1.235
Mitchell CC	186	616	802	33%	43%	41%	0.967	0.828	**0.860**	0.971	0.844	0.816
Montgomery CC	25	97	122	24%	57%	50%	0.696	1.096	**1.014**	1.022	0.982	0.682
Nash CC	187	359	546	44%	55%	51%	1.272	1.060	**1.133**	1.131	1.129	1.150
Pamlico CC	11	34	45	*	*	58%	*	*	**1.159**	0.918	0.909	1.105
Piedmont CC	59	183	242	31%	37%	35%	0.885	0.707	**0.751**	0.735	0.551	1.043
Pitt CC	574	536	1,110	23%	58%	40%	0.677	1.121	**0.892**	0.852	0.783	0.799
Randolph CC	156	431	587	39%	47%	45%	1.134	0.901	**0.963**	1.100	0.988	1.107
Richmond CC	124	367	491	29%	74%	63%	0.842	1.432	**1.283**	1.333	1.311	1.402
Roanoke-Chowan CC	15	67	82	*	*	61%	*	*	**1.190**	0.918	0.584	0.669
Robeson CC	183	145	328	30%	59%	43%	0.856	1.146	**0.984**	1.051	0.906	1.031
Rockingham CC	130	273	403	28%	53%	45%	0.826	1.033	**0.966**	1.003	0.964	0.947
Rowan-Cabarrus CC	445	1,176	1,621	25%	40%	36%	0.737	0.779	**0.767**	0.791	0.810	0.813
Sampson CC	96	232	328	30%	53%	47%	0.876	1.033	**0.987**	0.824	0.922	0.844
Sandhills CC	174	431	605	25%	53%	45%	0.717	1.022	**0.934**	0.871	0.906	0.881
South Piedmont CC	117	571	688	15%	39%	35%	0.421	0.748	**0.692**	0.656	0.801	0.864
Southeastern CC	63	197	260	25%	62%	53%	0.737	1.206	**1.093**	1.057	0.942	0.843
Southwestern CC	75	329	404	28%	63%	56%	0.812	1.216	**1.141**	1.135	1.289	1.142
Stanly CC	86	319	405	47%	59%	56%	1.349	1.139	**1.183**	1.099	0.999	1.153
Surry CC	141	550	691	37%	47%	45%	1.070	0.910	**0.943**	0.905	0.810	0.780
Tri-County CC	38	169	207	34%	51%	48%	0.992	0.995	**0.994**	0.872	0.806	0.769
Vance-Granville CC	176	430	606	28%	34%	33%	0.808	0.665	**0.706**	0.694	0.709	0.730
Wake TCC	1,280	2,933	4,213	37%	48%	45%	1.063	0.928	**0.969**	0.996	1.023	1.032
Wayne CC	211	452	663	33%	53%	46%	0.948	1.022	**0.998**	1.082	1.055	1.130
Western Piedmont CC	134	311	445	46%	65%	59%	1.320	1.249	**1.270**	1.189	1.295	1.249
Wilkes CC	138	390	528	44%	65%	60%	1.282	1.258	**1.265**	1.279	1.417	1.287
Wilson CC	83	206	289	28%	53%	46%	0.804	1.022	**0.960**	0.817	0.866	1.247

* Subcategory results suppressed when at least one of the subcategories contains less than 20 in the denominator

Note: System totals are updduplicated and may not be equal to the summation across colleges and categories

4. First-Year Progression

Purpose

To ensure first-year students are making progress toward credential completion

Description

Index score based on the percentage of first-time fall credential-seeking curriculum students graduated prior to or enrolled in postsecondary education the subsequent fall semester.

Calculation

Success Rate

Denominator: First-time fall credential-seeking curriculum students.

Numerator: Of those in the denominator, the number who graduate with a postsecondary credential prior to the subsequent fall term or return to post-secondary education during the subsequent fall term.

Note: See appendix for new first-time fall cohort definition

Index Score

Pell Index Score: College success rate among cohort students receiving Pell divided by the statewide success rate among cohort students receiving Pell

Non-Pell Index Score: College success rate among cohort students ***not*** receiving Pell divided by the statewide success rate among cohort students ***not*** receiving Pell

Pell Denominator: Number of cohort students receiving Pell

Non-Pell Denominator: Number of cohort students ***not*** receiving Pell

Total Numerator: (Pell Index Score X Pell Denominator) + (Non-Pell Index Score X Non-Pell Denominator)

Total Denominator: Pell Denominator + Non-Pell Denominator

Total Index Score: Total Numerator divided by Total Denominator

Data Sources

Comprehensive Curriculum Student Report
Graduation Extract data file
National Student Clearinghouse

Additional Details

Pell category based on Pell status during a student's first fall semester

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TABLE 4. FIRST YEAR PROGRESSION, FALL 2020 COHORT

Index score based on the percentage of first-time fall credential-seeking curriculum students graduated prior to or enrolled in postsecondary education the subsequent fall semester.

Excellence: 1.069
Avg Band Max: 1.036
Avg Band Min: 0.970
Baseline: 0.872

	FALL COHORT			SUCCESS RATE			INDEX SCORE		TOTAL INDEX SCORE			
	Pell	Non-Pell	Total	Pell	Non-Pell	Total	Pell	Non-Pell	2020	2019	2018	2017
System Totals	**11,352**	**39,652**	**51,004**	**56%**	**70%**	**67%**						
Alamance CC	197	853	1,050	58%	61%	60%	1.039	0.865	**0.898**	0.919	0.908	0.896
Asheville-Buncombe T(	209	1,238	1,447	55%	57%	57%	0.988	0.812	**0.838**	0.882	0.888	0.813
Beaufort County CC	35	259	294	54%	79%	76%	0.974	1.122	**1.105**	1.002	1.021	1.009
Bladen CC	43	200	243	58%	71%	68%	1.043	1.004	**1.011**	1.023	0.931	1.042
Blue Ridge CC	115	545	660	67%	66%	67%	1.202	0.946	**0.991**	0.906	0.940	0.918
Brunswick CC	122	285	407	66%	67%	67%	1.192	0.950	**1.022**	1.074	1.060	1.151
Caldwell CC & TI	170	740	910	46%	68%	64%	0.834	0.970	**0.945**	1.087	0.980	0.958
Cape Fear CC	490	1,574	2,064	55%	72%	68%	0.982	1.031	**1.019**	1.052	1.021	1.037
Carteret CC	69	243	312	67%	66%	66%	1.197	0.938	**0.995**	1.000	1.025	1.032
Catawba Valley CC	228	911	1,139	60%	76%	72%	1.071	1.078	**1.076**	1.032	1.025	1.043
Central Carolina CC	150	1,160	1,310	53%	68%	66%	0.957	0.968	**0.967**	0.948	0.989	0.972
Central Piedmont CC	1,190	3,185	4,375	57%	72%	68%	1.032	1.030	**1.030**	1.000	0.991	0.985
Cleveland CC	95	441	536	57%	76%	73%	1.020	1.086	**1.074**	1.014	0.974	0.953
Coastal Carolina CC	278	662	940	62%	71%	68%	1.117	1.009	**1.041**	1.046	0.988	0.994
Coll of the Albemarle	109	557	666	48%	71%	68%	0.856	1.018	**0.992**	0.991	1.110	1.025
Craven CC	134	466	600	57%	76%	72%	1.031	1.085	**1.073**	1.032	0.960	0.998
Davidson-Davie CC	210	732	942	61%	72%	70%	1.094	1.026	**1.041**	1.079	1.074	1.051
Durham TCC	271	762	1,033	55%	65%	63%	0.987	0.933	**0.947**	0.966	0.982	0.970
Edgecombe CC	44	128	172	41%	70%	63%	0.734	1.002	**0.933**	0.885	0.991	1.053
Fayetteville TCC	750	1,394	2,144	51%	62%	58%	0.912	0.890	**0.898**	0.884	0.970	0.967
Forsyth TCC	574	1,137	1,711	56%	68%	64%	1.001	0.975	**0.984**	0.998	0.997	1.028
Gaston College	251	1,182	1,433	52%	77%	73%	0.937	1.097	**1.069**	1.031	1.012	0.989
Guilford TCC	890	1,790	2,680	54%	71%	65%	0.970	1.008	**0.995**	0.960	0.973	0.998
Halifax CC	39	180	219	56%	78%	74%	1.012	1.116	**1.098**	0.940	1.030	0.946
Haywood CC	71	249	320	52%	71%	67%	0.935	1.007	**0.991**	0.970	1.062	1.049
Isothermal CC	107	386	493	63%	74%	71%	1.124	1.048	**1.065**	1.014	1.021	1.014
James Sprunt CC	67	261	328	63%	74%	72%	1.125	1.054	**1.068**	1.123	1.166	1.155
Johnston CC	186	1,027	1,213	55%	71%	69%	0.994	1.013	**1.010**	1.063	0.965	1.014
Lenoir CC	106	417	523	46%	63%	60%	0.830	0.899	**0.885**	0.990	0.972	0.987
Martin CC	26	235	261	62%	64%	64%	1.104	0.909	**0.929**	1.131	1.058	1.088
Mayland CC	13	223	236	*	*	71%	*	*	**1.024**	0.977	0.870	0.936
McDowell TCC	34	228	262	56%	71%	69%	1.003	1.019	**1.017**	0.936	0.935	1.023
Mitchell CC	157	1,022	1,179	55%	72%	70%	0.995	1.022	**1.018**	1.064	1.020	1.010
Montgomery CC	21	83	104	48%	72%	67%	0.855	1.030	**0.995**	0.854	1.076	1.123
Nash CC	116	522	638	65%	67%	67%	1.160	0.955	**0.993**	0.973	0.968	0.964
Pamlico CC	9	62	71	*	*	58%	*	*	**0.844**	0.892	0.950	1.060
Piedmont CC	26	290	316	65%	69%	69%	1.174	0.987	**1.003**	1.038	0.995	0.970
Pitt CC	416	861	1,277	53%	74%	67%	0.949	1.056	**1.021**	0.995	1.040	0.994
Randolph CC	131	574	705	63%	61%	62%	1.123	0.874	**0.920**	0.970	0.942	0.967
Richmond CC	105	268	373	45%	74%	66%	0.803	1.053	**0.982**	0.879	1.032	1.059
Roanoke-Chowan CC	20	75	95	45%	85%	77%	0.808	1.216	**1.130**	1.090	1.069	1.147
Robeson CC	206	229	435	50%	70%	61%	0.897	1.002	**0.952**	0.925	0.949	0.841
Rockingham CC	119	396	515	46%	65%	61%	0.830	0.932	**0.908**	0.929	1.014	1.013
Rowan-Cabarrus CC	362	1,707	2,069	52%	69%	66%	0.927	0.985	**0.975**	1.009	1.020	1.028
Sampson CC	65	351	416	69%	75%	74%	1.243	1.063	**1.091**	1.105	1.062	1.092
Sandhills CC	135	785	920	61%	77%	75%	1.090	1.102	**1.100**	1.125	1.068	1.043
South Piedmont CC	115	969	1,084	46%	70%	67%	0.827	0.992	**0.975**	1.041	0.952	0.995
Southeastern CC	55	170	225	56%	72%	68%	1.012	1.022	**1.020**	0.892	1.102	1.016
Southwestern CC	72	394	466	50%	69%	66%	0.897	0.987	**0.973**	0.975	0.922	0.917
Stanly CC	76	526	602	54%	78%	75%	0.968	1.108	**1.090**	1.024	1.042	1.039
Surry CC	137	673	810	47%	68%	65%	0.852	0.974	**0.953**	0.966	0.981	0.948
Tri-County CC	38	213	251	66%	77%	75%	1.181	1.097	**1.110**	1.078	1.083	0.966
Vance-Granville CC	127	507	634	55%	76%	72%	0.989	1.082	**1.063**	1.048	1.006	1.003
Wake TCC	1,143	3,626	4,769	60%	71%	69%	1.083	1.017	**1.033**	1.032	1.015	1.063
Wayne CC	182	488	670	59%	70%	67%	1.065	1.004	**1.021**	1.034	1.071	1.046
Western Piedmont CC	73	390	463	58%	71%	69%	1.033	1.008	**1.012**	1.039	1.066	1.020
Wilkes CC	97	475	572	54%	67%	65%	0.962	0.954	**0.955**	1.031	1.023	0.978
Wilson CC	76	395	471	53%	72%	69%	0.945	1.028	**1.015**	1.086	0.960	0.964

* Subcategory results suppressed when at least one of the subcategories contains less than 20 in the denominator
Note: System totals are updduplicated and may not be equal to the summation across colleges and categories

5. Curriculum Completion

Purpose

To ensure student completion and/or persistence toward a post-secondary credential in a timely manner.

Description

Index score based on the percentage of first-time fall credential-seeking curriculum students who graduate, transfer, or are enrolled during the fourth academic year with 42 successfully completed non-developmental hours.

Calculation

Success Rate

Denominator: First-time fall credential-seeking curriculum students.

Numerator: Of those in the denominator, the number of students who have graduated, transferred, or are still enrolled during the fourth academic year (fall, spring, or summer) with at least 42 successfully completed non-developmental hours.

To be successful, students must complete one or more of the following:

- **Graduation:** Graduated from a North Carolina Community College credential program (A, D, or C) before the end of the 4th summer term following the first fall semester.
- **Transfer:** Transferred to a 4-year college as indicated in the National Student Clearinghouse database at any point through the end of the 4th summer term following the first fall semester.
- **Persistence:** Student is enrolled in an NCCCS college during the 4th academic year (fall, spring or summer) and has successfully completed at least 42 non-developmental credit hours by the end of the summer term. Successful completion is defined as achieving a course standard letter grade of A, B, C, or P.

Note: See appendix for new first-time fall cohort definition

Index Score

Pell Index Score: College success rate among cohort students receiving Pell divided by the statewide success rate among cohort students receiving Pell

Non-Pell Index Score: College success rate among cohort students ***not*** receiving Pell divided by the statewide success rate among cohort students ***not*** receiving Pell

Pell Denominator: Number of cohort students receiving Pell

Non-Pell Denominator: Number of cohort students ***not*** receiving Pell

Total Numerator: (Pell Index Score X Pell Denominator) + (Non-Pell Index Score X Non-Pell Denominator)

Total Denominator: Pell Denominator + Non-Pell Denominator

Total Index Score: Total Numerator divided by Total Denominator

Data Sources

Comprehensive Curriculum Student Report
Graduation Extract data file
National Student Clearinghouse

Additional Details

Pell category based on Pell status during a student's first fall semester

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TABLE 5. CURRICULUM COMPLETION, FALL 2017 COHORT

Index score based on the percentage of first-time fall credential-seeking curriculum students who graduate, transfer, or are enrolled during the fourth academic year with 42 successfully completed non-developmental hours.

Excellence: 1.094
Avg Band Max: 1.054
Avg Band Min: 0.973
Baseline: 0.853

	FALL COHORT			SUCCESS RATE			INDEX SCORE		TOTAL INDEX SCORE			
	Pell	Non-Pell	Total	Pell	Non-Pell	Total	Pell	Non-Pell	2017	2016	2015	2014
System Totals	**15,251**	**37,228**	**52,479**	**39%**	**63%**	**56%**						
Alamance CC	244	786	1,030	41%	50%	48%	1.057	0.800	**0.861**	0.981	1.001	0.887
Asheville-Buncombe T(	312	1,111	1,423	41%	48%	47%	1.056	0.773	**0.835**	0.869	0.893	0.944
Beaufort County CC	56	293	349	38%	61%	57%	0.958	0.969	**0.968**	1.117	1.094	1.003
Bladen CC	84	198	282	40%	60%	54%	1.034	0.951	**0.976**	0.705	0.786	1.082
Blue Ridge CC	128	387	515	49%	62%	59%	1.257	0.985	**1.053**	0.942	0.888	1.008
Brunswick CC	118	271	389	38%	69%	60%	0.974	1.101	**1.063**	1.042	1.031	1.197
Caldwell CC & TI	178	649	827	47%	57%	55%	1.191	0.917	**0.976**	0.899	0.878	1.005
Cape Fear CC	573	1,231	1,804	40%	62%	55%	1.016	0.993	**1.000**	1.005	0.966	1.040
Carteret CC	112	356	468	47%	67%	63%	1.209	1.076	**1.108**	1.060	1.158	1.126
Catawba Valley CC	381	921	1,302	41%	67%	59%	1.059	1.067	**1.065**	1.123	1.122	1.103
Central Carolina CC	284	1,234	1,518	37%	65%	60%	0.935	1.040	**1.020**	1.086	1.068	1.120
Central Piedmont CC	1,780	2,951	4,731	35%	59%	50%	0.901	0.944	**0.928**	0.932	0.975	0.961
Cleveland CC	135	542	677	38%	71%	64%	0.965	1.128	**1.095**	1.101	1.060	1.025
Coastal Carolina CC	348	596	944	50%	63%	58%	1.277	1.004	**1.105**	1.090	1.081	1.109
Coll of the Albemarle	159	590	749	44%	67%	62%	1.124	1.074	**1.084**	1.150	1.054	1.076
Craven CC	216	453	669	46%	65%	59%	1.182	1.039	**1.085**	1.042	1.015	1.056
Davidson-Davie CC	261	652	913	43%	75%	66%	1.096	1.197	**1.168**	1.194	1.204	1.060
Durham TCC	317	674	991	33%	54%	47%	0.854	0.859	**0.858**	0.822	0.894	0.974
Edgecombe CC	105	218	323	29%	72%	58%	0.730	1.156	**1.018**	0.939	0.990	0.953
Fayetteville TCC	885	1,336	2,221	35%	68%	55%	0.889	1.089	**1.009**	1.011	0.979	0.876
Forsyth TCC	687	1,019	1,706	42%	62%	54%	1.074	0.996	**1.028**	0.955	0.911	0.924
Gaston College	378	1,027	1,405	33%	67%	58%	0.845	1.074	**1.012**	1.013	0.959	0.943
Guilford TCC	927	850	1,777	40%	63%	51%	1.019	1.010	**1.015**	0.904	0.897	0.936
Halifax CC	76	210	286	38%	71%	63%	0.975	1.140	**1.096**	0.958	1.099	1.088
Haywood CC	98	259	357	49%	71%	65%	1.251	1.140	**1.170**	1.132	1.000	1.099
Isothermal CC	94	337	431	56%	63%	62%	1.440	1.009	**1.103**	1.179	1.085	1.086
James Sprunt CC	105	204	309	37%	68%	57%	0.949	1.079	**1.035**	1.195	1.213	1.228
Johnston CC	256	1,091	1,347	40%	66%	61%	1.018	1.057	**1.050**	1.089	1.108	1.095
Lenoir CC	152	489	641	32%	62%	55%	0.823	0.989	**0.950**	1.027	0.994	0.997
Martin CC	25	187	212	48%	64%	62%	1.226	1.024	**1.048**	0.932	0.961	1.063
Mayland CC	28	225	253	18%	60%	56%	0.456	0.964	**0.908**	0.824	0.804	0.830
McDowell TCC	39	226	265	36%	62%	58%	0.917	0.981	**0.972**	0.912	0.990	0.999
Mitchell CC	174	871	1,045	39%	67%	62%	0.998	1.068	**1.056**	0.996	0.952	1.124
Montgomery CC	49	249	298	47%	69%	65%	1.199	1.096	**1.113**	1.008	1.210	1.045
Nash CC	195	503	698	37%	52%	48%	0.943	0.834	**0.865**	0.879	0.903	0.807
Pamlico CC	17	117	134	*	*	63%	*	*	**1.034**	0.974	1.011	1.120
Piedmont CC	60	358	418	35%	52%	50%	0.894	0.829	**0.838**	0.883	1.013	1.035
Pitt CC	623	872	1,495	30%	66%	51%	0.775	1.047	**0.933**	0.984	1.002	0.992
Randolph CC	221	674	895	40%	59%	55%	1.017	0.949	**0.966**	0.942	1.007	1.077
Richmond CC	157	409	566	32%	73%	62%	0.813	1.170	**1.071**	1.052	1.037	1.011
Roanoke-Chowan CC	45	124	169	38%	66%	59%	0.965	1.055	**1.031**	1.031	0.928	1.021
Robeson CC	266	260	526	33%	67%	49%	0.835	1.062	**0.947**	0.923	0.975	0.918
Rockingham CC	154	353	507	41%	57%	52%	1.045	0.913	**0.953**	0.964	0.953	0.982
Rowan-Cabarrus CC	493	1,136	1,629	37%	66%	58%	0.953	1.058	**1.026**	1.059	1.016	0.923
Sampson CC	106	275	381	38%	71%	62%	0.964	1.131	**1.085**	1.125	1.101	1.079
Sandhills CC	218	836	1,054	37%	66%	60%	0.937	1.046	**1.023**	1.059	1.056	0.984
South Piedmont CC	155	824	979	30%	65%	60%	0.774	1.042	**0.999**	0.978	0.979	0.945
Southeastern CC	120	265	385	42%	70%	61%	1.064	1.120	**1.103**	1.061	0.987	0.961
Southwestern CC	96	464	560	39%	60%	57%	0.984	0.963	**0.967**	0.981	1.096	1.060
Stanly CC	124	442	566	43%	69%	63%	1.092	1.094	**1.093**	0.969	1.070	1.181
Surry CC	149	704	853	41%	57%	54%	1.046	0.911	**0.935**	1.008	1.020	1.005
Tri-County CC	36	237	273	36%	56%	53%	0.922	0.895	**0.899**	0.945	0.997	1.031
Vance-Granville CC	224	652	876	42%	63%	58%	1.083	1.001	**1.022**	0.995	0.968	0.984
Wake TCC	1,371	3,163	4,534	43%	59%	54%	1.107	0.934	**0.986**	0.977	0.989	0.996
Wayne CC	231	567	798	57%	65%	63%	1.460	1.038	**1.160**	1.123	1.166	1.142
Western Piedmont CC	161	282	443	42%	66%	57%	1.063	1.052	**1.056**	1.169	1.091	1.042
Wilkes CC	167	630	797	41%	60%	56%	1.040	0.952	**0.971**	1.108	1.012	1.009
Wilson CC	100	413	513	36%	63%	58%	0.920	1.008	**0.991**	1.024	1.073	1.001

* Subcategory results suppressed when at least one of the subcategories contains less than 20 in the denominator
Note: System totals are updduplicated and may not be equal to the summation across colleges and categories

6. Licensure and Certification Passing Rate

Purpose

To ensure programmatic coursework prepares students to competently practice in their chosen profession.

Description

Index score based on the percentage of first-time test-takers passing licensure and certification exams within each exam. Exams included in this measure are state mandated exams which candidates must pass before becoming active practitioners.

Calculation

Success Rate

Denominator: All licensure and certification exams taken for the first-time during the licensure agency's most recent reporting year. Only includes state mandated exams which candidates must pass before becoming active practitioners.

Numerator: Of those in the denominator, the number passing the exam on their first attempt during the licensure agency's most recent reporting year.

Index Score

License Index Score (LIS): College license success rate divided by the statewide license success rate on same exam

License Denominator (LD): Number of first-time test-takers within each exam

Total Numerator: Sum of the product of each License Index Score and their License Denominator [(LIS1 × LD1) + (LIS2 × LD2) + …)]

Total Denominator: Sum of License Denominators across all exams (LD1 + LD2 + LD3 +…)

Total Index Score: Total Numerator divided by Total Denominator

Data Sources

Council of Interstate Testing
- *Dental Hygiene*

NC Board of Occupational Therapy
- *Occupational Therapist Assistant*

NC Board of Nursing
- *Practical Nursing*
- *Registered Nursing*

NC Board of Physical Therapy Examiners
- *Physical Therapist Assistant*

American Registry of Radiologic Technologists
- *Radiography*

NC Department of Insurance, Office of State Fire Marshall - Code Officials Qualification Board
- *Building Inspector*
- *Electrical Inspector*
- *Fire Inspector*
- *Mechanical Inspector*
- *Plumbing Inspector*

Federation of State Massage Therapy Boards
- *Massage & Body Work Therapist*

NC Veterinary Medical Board
- *Veterinary Medicine Technology*

NC Office of Emergency Medical Services
- *EMR*
- *EMT*
- *EMT-P*
- *AEMT*

NC Department of Health and Human Services
- *Nurse Aide I*

NC Department of Justice, Criminal Justice Standards Division
- *Basic Law Enforcement Training*

NC Department of Justice, Sheriff's Training & Standards Division
- *Detention Officer*

NC Board of Barber Examiners
- *Barber*

DL Roope Administrations Inc.
- *Apprentice*
- *Cosmetology*
- *Esthetician*
- *Manicurist*

NC Real Estate Commission
- *Provisional Real Estate Broker*

Additional Details

The number of first-time test-takers and the number passing were provided to the System Office by agencies issuing the license or certification. Depending on the exam, data may be provided on a fiscal or calendar year. Exams are listed above in *italics*. Selection of exams based on:

- Requirement to pass in order to practice in NC
- Strong association with an occupation (not part of a job)
- At least 50 test-takers statewide in 2017-18
- At least 5 colleges with test-takers in 2017-18

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TABLE 6. LICENSURE AND CERTIFICATION PASSING RATE, 2020-2021

Index score based on the percentage of first-time test-takers passing licensure and certification exams. Exams included in this measure are state mandated exams which candidates must pass before becoming active practitioners.

Excellence: 1.073 Avg Band Max: 1.027 Avg Band Min: 0.937 Baseline: 0.800	TEST TAKERS	Dental Hygiene	Occup. Ther. Asst.	Practical Nursing	Registered Nursing	Physical Ther. Asst.	Radiography	Building Inspect	Elect Inspect	Fire Inspect	Mech Inspect	Plumb Inspect	Massage & Body	Vet. Med. Tech.	EMR	EMT-Basic	EMT-Advanced	EMT-Paramedic	Nurse Aide	BLET	Detention Officer	Barbering	Cosmetology Appr.	Cosmetology	Esthetician	Manicurist	Real Estate Sales	TOTAL INDEX SCORE	
																												20-21	19-20
System Totals	18,811	218	115	657	2361	146	399	173	177	297	153	160	138	74	240	2563	232	546	5981	1116	712	157	100	568	426	288	814		
Alamance CC	343	*	*	*	1.15	*	*	*	*	*	*	*	*	*	*	1.10	*	*	0.93	0.93	0.86	*	*	*	*	*	*	**1.010**	1.025
Asheville-Buncombe T(	629	*	*	*	0.94	*	*	*	*	*	*	*	*	*	*	1.05	1.09	*	1.11	0.99	*	*	*	*	*	*	2.44	**1.150**	1.094
Beaufort County CC	180	*	*	*	1.15	*	*	*	*	*	*	*	*	*	*	1.00	*	0.75	1.06	*	*	*	*	*	*	*	*	**0.947**	1.055
Bladen CC	155	*	*	0.92	0.93	*	*	*	*	*	*	*	*	*	*	0.64	*	*	0.71	*	*	*	*	*	*	*	*	**0.787**	0.880
Blue Ridge CC	290	*	*	*	1.11	*	*	*	*	*	*	*	*	*	*	1.14	*	*	1.10	0.96	1.11	*	*	*	*	*	1.08	**1.081**	1.032
Brunswick CC	184	*	*	*	1.06	*	*	*	*	*	*	*	*	*	*	*	*	*	0.97	*	*	*	*	*	*	*	*	**1.017**	1.039
Caldwell CC & TI	364	*	*	*	1.03	*	*	*	*	*	*	*	*	*	*	1.25	*	1.00	1.07	*	*	*	*	*	*	*	*	**1.092**	1.030
Cape Fear CC	664	*	*	1.06	1.09	*	*	*	*	*	*	*	*	*	*	1.07	1.10	1.11	1.13	1.00	1.07	*	*	1.04	0.93	0.94	0.52	**1.070**	1.076
Carteret CC	318	*	*	*	1.05	*	*	*	*	*	*	*	*	*	*	1.00	*	*	1.07	*	*	*	*	*	*	*	1.44	**1.107**	1.045
Catawba Valley CC	284	*	*	*	0.90	*	*	*	*	*	*	*	*	*	*	1.06	*	*	1.07	*	*	*	*	*	*	*	*	**1.032**	1.086
Central Carolina CC	514	*	*	1.06	*	*	*	*	*	*	*	*	*	1.06	*	0.64	*	*	1.01	0.89	*	*	*	1.22	0.77	1.22	*	**0.977**	0.920
Central Piedmont CC	807	1.03	1.02	*	1.13	*	*	*	*	*	*	*	*	*	*	1.29	*	*	0.95	*	*	*	*	1.01	*	*	1.17	**1.109**	1.119
Cleveland CC	304	*	*	*	*	*	0.90	*	*	1.12	*	*	*	*	*	1.01	*	*	1.07	1.13	1.02	*	*	*	*	*	*	**1.029**	0.966
Coastal Carolina CC	407	*	*	*	0.96	*	*	0.78	*	*	0.96	*	0.91	*	*	1.34	*	*	1.12	1.15	*	*	*	1.06	*	*	*	**1.046**	1.004
Coll of the Albemarle	283	*	*	*	1.03	*	*	*	*	*	*	*	*	*	*	1.23	1.39	*	1.06	0.64	*	*	*	*	*	*	*	**1.093**	1.032
Craven CC	313	*	*	*	1.00	*	*	*	*	*	*	*	*	*	*	0.99	*	*	1.12	0.95	*	*	*	*	*	*	1.50	**1.027**	0.970
Davidson-Davie CC	770	*	*	1.11	0.91	*	*	0.77	0.93	1.25	0.94	*	*	*	*	0.94	*	*	1.10	*	*	*	*	1.21	1.15	*	*	**1.035**	1.010
Durham TCC	344	*	0.95	1.03	1.00	*	*	*	*	*	*	*	*	*	*	1.34	*	*	0.93	0.90	*	*	*	*	1.11	*	*	**1.114**	1.022
Edgecombe CC	230	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.79	*	*	*	*	*	0.43	0.63	*	**0.781**	0.818
Fayetteville TCC	649	1.03	*	0.80	0.89	*	0.97	*	*	*	*	*	*	*	*	1.07	*	1.09	1.02	1.02	0.97	1.03	*	0.75	0.90	1.09	*	**0.973**	1.008
Forsyth TCC	563	*	*	0.96	1.03	*	1.08	*	*	*	*	*	*	*	*	1.04	*	*	0.89	0.94	1.06	*	*	*	*	*	*	**0.985**	1.029
Gaston College	329	*	*	1.08	1.07	*	*	*	*	*	*	*	*	0.94	*	1.10	*	*	0.99	1.14	*	*	*	*	*	*	*	**1.017**	0.979
Guilford TCC	729	1.03	*	*	1.06	*	*	*	*	*	*	1.02	*	*	*	0.97	*	*	0.94	*	*	*	*	*	*	*	*	**0.971**	0.992
Halifax CC	144	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.79	*	*	*	*	*	*	*	*	**0.810**	0.873
Haywood CC	153	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.85	*	*	1.18	*	*	*	*	*	*	*	*	**0.966**	1.007
Isothermal CC	158	*	*	*	1.07	*	*	*	*	*	*	*	*	*	*	*	*	*	1.09	*	*	*	*	*	*	*	*	**1.069**	1.047
James Sprunt CC	137	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.66	*	*	*	*	*	*	*	*	**0.828**	0.857
Johnston CC	574	*	*	*	0.93	*	1.09	*	*	*	*	*	*	*	*	1.01	*	0.60	1.10	1.14	*	*	*	1.10	*	*	*	**1.028**	1.097
Lenoir CC	397	*	*	*	1.09	*	*	*	*	*	*	*	*	*	*	1.27	*	1.17	0.96	*	*	*	*	0.58	1.06	0.73	*	**1.022**	1.005
Martin CC	60	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.73	*	*	*	*	*	*	*	*	*	*	*	**0.888**	0.864
Mayland CC	140	*	*	*	*	*	*	*	*	1.33	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	**1.035**	1.043
McDowell TCC	141	*	*	1.02	1.06	*	*	*	*	*	*	*	*	*	*	*	*	*	1.00	*	*	*	*	*	*	*	*	**1.024**	0.901
Mitchell CC	382	*	*	*	0.99	*	*	*	*	*	*	*	*	*	*	0.97	*	*	1.12	1.15	1.05	*	*	*	*	*	0.62	**0.985**	0.996
Montgomery CC	104	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.87	*	*	*	*	*	*	*	*	**0.851**	1.010
Nash CC	250	*	*	*	0.93	*	*	*	*	*	*	*	*	*	*	0.73	*	*	1.11	0.88	1.11	*	*	*	*	*	*	**0.949**	0.941
Pamlico CC	22	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	**0.939**	0.320
Piedmont CC	168	*	*	*	1.12	*	*	*	*	*	*	*	*	*	*	*	*	*	1.18	*	*	*	*	*	*	*	*	**1.115**	1.019
Pitt CC	444	*	0.96	*	0.84	*	*	*	*	0.84	*	*	*	*	*	0.92	*	*	0.96	1.12	*	0.73	*	*	*	*	1.04	**0.916**	0.971
Randolph CC	197	*	*	*	*	*	*	*	*	*	*	*	*	*	*	1.05	*	*	0.90	*	0.86	*	*	*	*	*	*	**0.931**	0.992
Richmond CC	239	*	*	*	0.98	*	*	*	*	*	*	*	*	*	*	0.77	*	*	0.95	*	*	*	*	*	*	*	*	**0.978**	1.042
Roanoke-Chowan CC	103	*	*	*	*	*	*	*	*	*	*	*	*	*	*	1.04	*	*	0.87	*	*	*	*	*	*	*	*	**0.902**	0.900
Robeson CC	387	*	*	0.94	1.09	*	*	*	*	*	*	*	*	*	*	0.78	*	1.15	1.02	0.92	*	*	*	*	*	*	*	**0.938**	0.915
Rockingham CC	190	*	*	0.94	0.92	*	*	*	*	*	*	*	*	*	*	1.08	*	*	0.97	*	*	*	*	*	*	*	*	**1.007**	0.932
Rowan-Cabarrus CC	878	*	*	*	0.95	*	*	1.21	*	*	*	*	*	*	*	0.71	*	0.81	0.95	1.15	1.06	*	*	1.09	1.10	*	0.62	**0.911**	0.914
Sampson CC	203	*	*	*	1.09	*	*	*	*	*	*	*	*	*	*	0.45	*	*	0.82	*	*	*	*	*	*	*	*	**0.829**	0.821
Sandhills CC	193	*	*	*	1.00	*	*	*	*	*	*	*	*	*	*	0.79	*	*	0.86	*	*	*	*	*	*	*	*	**0.886**	0.960
South Piedmont CC	278	*	*	*	*	*	*	*	*	*	*	*	*	*	*	0.90	*	*	0.65	0.82	*	*	*	*	*	*	0.35	**0.787**	0.970
Southeastern CC	202	*	*	0.96	1.00	*	*	*	*	*	*	*	*	*	*	*	*	*	0.97	*	*	*	*	*	*	*	*	**0.955**	0.891
Southwestern CC	176	*	*	*	0.90	*	*	*	*	*	*	*	*	*	*	*	*	*	1.01	*	*	*	*	*	*	*	*	**1.005**	1.032
Stanly CC	246	*	*	*	1.04	*	*	*	*	*	*	*	*	*	*	0.53	*	*	1.04	*	*	*	*	*	*	*	*	**0.968**	0.981
Surry CC	318	*	*	*	1.08	*	*	*	*	*	*	*	*	*	*	*	*	*	1.06	1.03	0.90	*	*	*	*	*	*	**1.038**	1.001
Tri-County CC	103	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	1.17	*	*	*	*	*	*	*	*	**1.069**	1.035
Vance-Granville CC	370	*	*	*	0.88	*	0.82	*	1.05	*	*	*	*	*	*	*	*	*	1.03	0.81	*	*	*	*	*	*	*	**0.924**	0.931
Wake TCC	907	*	*	*	1.10	*	1.10	*	*	1.17	*	*	*	*	*	0.96	*	*	0.95	1.04	1.11	1.59	*	1.06	1.06	*	1.01	**1.038**	1.075
Wayne CC	263	1.03	*	*	1.03	*	*	*	*	0.72	*	*	*	*	*	1.17	*	*	0.97	*	*	*	*	*	*	*	*	**1.004**	1.036
Western Piedmont CC	201	*	*	*	1.03	*	*	*	*	*	*	*	*	*	1.30	*	*	*	1.07	1.11	0.97	*	*	*	*	*	*	**1.076**	1.078
Wilkes CC	283	*	*	*	1.04	*	*	*	0.95	*	1.19	*	*	*	*	*	*	*	0.96	1.10	1.03	*	*	*	*	*	*	**0.987**	0.919
Wilson CC	147	*	*	*	0.88	*	*	*	*	*	*	*	*	*	*	*	*	*	0.84	*	*	*	*	*	*	*	*	**0.848**	0.939

* Subcategory results suppressed when there are less than 20 in the denominator

7. College Transfer Performance

Purpose

To ensure the academic success of community college students at a four-year university or college.

Description

Index score based on the percentage of community college students (Associate Degree completers and those who have completed 30 or more articulated transfer credits) transferring at a four-year university or college during the fall semester who remain enrolled at any four-year university or college the subsequent fall semester or graduate prior to.

Calculation

Success Rate

Denominator: Students who earned an Associate Degree during the fall, spring, and/or summer of the academic year and/or accumulated at least 30 articulated transfer credits in the NCCCS prior to the end of the summer term of the cohort year, who enrolled the subsequent fall in any 4-year college or university that participates in the National Student Clearinghouse Student Tracker program.

Numerator: Of those in the denominator, the number who graduate with a bachelor's degree or higher prior to the next subsequent fall semester or remained enrolled in any 4-year college or university during the subsequent fall semester.

Index Score

College success rate divided by the systemwide success rate

Data Sources

Comprehensive Curriculum Student Report
Graduation Extract data file
National Student Clearinghouse

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TABLE 7. COLLEGE TRANSFER PERFORMANCE, 2019-2020 COMMUNITY COLLEGE STUDENTS

Index score based on the percentage of community college students (Associate Degree completers and those who have completed 30 or more articulated transfer credits) transferring at a four-year university or college during the fall semester who remain enrolled at any four-year university or college the subsequent fall semester or graduate prior to.

Excellence: 1.024
Avg Band Max: 1.007
Avg Band Min: 0.973
Baseline: 0.922

	TRANSFERS	SUCCESS RATE	INDEX SCORE			
System Totals	**18,251**	87.6%	**19-20**	18-19	17-18	16-17
Alamance CC	321	88.5%	**1.011**	0.997	1.026	0.974
Asheville-Buncombe T(	523	87.8%	**1.002**	0.946	1.017	0.991
Beaufort County CC	161	86.3%	**0.986**	0.982	1.007	1.007
Bladen CC	105	85.7%	**0.979**	0.977	1.011	1.020
Blue Ridge CC	178	88.8%	**1.014**	0.943	1.030	1.035
Brunswick CC	167	88.0%	**1.005**	0.990	0.945	1.064
Caldwell CC & TI	349	86.5%	**0.988**	0.981	1.005	0.976
Cape Fear CC	801	86.9%	**0.992**	1.024	0.994	0.985
Carteret CC	111	77.5%	**0.885**	0.959	1.004	0.931
Catawba Valley CC	612	89.1%	**1.017**	1.020	1.009	0.977
Central Carolina CC	350	90.3%	**1.031**	0.995	1.041	1.004
Central Piedmont CC	1,926	90.2%	**1.030**	1.036	1.017	1.007
Cleveland CC	297	84.8%	**0.969**	1.028	0.980	0.984
Coastal Carolina CC	357	87.7%	**1.001**	0.981	0.997	0.982
Coll of the Albemarle	259	86.5%	**0.988**	0.976	1.004	1.041
Craven CC	284	84.9%	**0.969**	1.016	0.999	0.999
Davidson-Davie CC	268	88.4%	**1.010**	1.001	0.973	0.998
Durham TCC	449	87.8%	**1.002**	1.042	0.998	1.031
Edgecombe CC	110	87.3%	**0.997**	0.996	0.964	0.993
Fayetteville TCC	796	85.2%	**0.973**	0.922	0.925	0.953
Forsyth TCC	667	85.2%	**0.973**	0.990	0.988	0.984
Gaston College	403	84.6%	**0.966**	0.942	0.991	0.950
Guilford TCC	735	85.6%	**0.977**	0.999	1.001	0.989
Halifax CC	62	87.1%	**0.995**	0.898	1.108	1.011
Haywood CC	96	84.4%	**0.964**	0.913	1.029	0.973
Isothermal CC	191	86.4%	**0.987**	1.009	0.924	0.898
James Sprunt CC	99	79.8%	**0.911**	1.032	0.876	0.900
Johnston CC	322	91.6%	**1.046**	1.029	1.008	1.058
Lenoir CC	308	86.0%	**0.983**	1.072	0.991	0.984
Martin CC	46	91.3%	**1.043**	0.952	0.917	1.065
Mayland CC	67	85.1%	**0.972**	1.010	0.903	0.931
McDowell TCC	81	82.7%	**0.945**	1.024	1.039	0.980
Mitchell CC	295	88.1%	**1.007**	1.005	0.996	0.999
Montgomery CC	52	94.2%	**1.076**	0.956	1.024	1.052
Nash CC	238	89.5%	**1.022**	0.955	1.035	0.969
Pamlico CC	29	79.3%	**0.906**		0.827	
Piedmont CC	61	82.0%	**0.936**	0.982	0.915	1.011
Pitt CC	876	86.1%	**0.983**	0.999	1.003	1.023
Randolph CC	170	88.2%	**1.008**	0.966	1.023	1.001
Richmond CC	236	86.4%	**0.987**	0.949	0.958	0.925
Roanoke-Chowan CC	52	84.6%	**0.966**	0.902	0.858	0.965
Robeson CC	108	85.2%	**0.973**	0.929	0.874	0.933
Rockingham CC	141	86.5%	**0.988**	0.975	0.988	1.023
Rowan-Cabarrus CC	490	88.8%	**1.014**	0.975	0.977	0.973
Sampson CC	184	88.6%	**1.012**	1.022	1.011	1.001
Sandhills CC	381	87.9%	**1.004**	1.009	0.990	1.027
South Piedmont CC	169	89.9%	**1.027**	1.045	1.049	1.014
Southeastern CC	132	88.6%	**1.012**	0.995	1.004	1.006
Southwestern CC	203	81.8%	**0.934**	0.908	0.997	1.011
Stanly CC	197	87.8%	**1.003**	1.018	1.022	0.976
Surry CC	250	88.8%	**1.014**	1.061	1.034	1.081
Tri-County CC	138	85.5%	**0.977**	1.003	0.993	0.922
Vance-Granville CC	268	88.1%	**1.006**	1.039	0.956	1.020
Wake TCC	1,974	90.5%	**1.034**	1.029	1.037	1.048
Wayne CC	278	86.0%	**0.982**	1.015	1.032	1.033
Western Piedmont CC	188	88.3%	**1.009**	1.000	1.006	0.997
Wilkes CC	218	86.7%	**0.990**	1.035	1.003	0.971
Wilson CC	140	83.6%	**0.955**	1.027	0.987	0.926

* Subcategory results suppressed when at least one of the subcategories contains less than 20 in the denominator
Note: System totals are updduplicated and may not be equal to the summation across colleges and categories

Appendix
First-Time Fall Cohort Definition

The first-time fall cohort includes fall credential seeking and dual enrollment (Career and College Promise) students enrolled in curriculum courses at a college for the first-time in the fall or preceding summer.

Fall first-time students are identified as follows:

The student has a primary CURRICULUM CODE that begins with an A, C, D, or P during their first fall term. Students with curriculum codes that begin with T (Basic Skills Plus (T90950), Special Credit (T90990), and NC Rural Innovative Schools (T90900)) are excluded. The first alphabetical curriculum is chosen for students with multiple curriculums.

The student is enrolled in at least one curriculum course during their first fall term excluding courses where the COLLEGE LETTER GRADE equals AU, CE, NA, or NS and/or the STANDARD LETTER GRADE equals AU or CE.
The fall semester, or preceding summer, is the student's first curriculum enrollment term in any post-secondary institution. First curriculum enrollment term is determined as follows:

> All enrolled students who meet the course enrollment and curriculum requirements stated above are sent to the National Student Clearinghouse for a Prior Attendance (PA) search for enrollment and graduation records (excluding DEGREE TITLES related to HIGH SCHOOL DIPLOMA, ADULT HIGH SCHOOL DIPLOMA, GED, or GED CERTIFICATE) prior to August 15th of the fall term. These records are evaluated for enrollment prior to and during the preceding summer. Students with no enrollment or graduation record prior to the fall semester and those who only have an enrollment record in the preceding summer are flagged as potential first-time students.
>
> All potential first-time students are then matched to the NCCCS Data Warehouse to search for course enrollment prior to the fall term in one or more courses where the College Letter Grade does not equal AU, CE, NA, or NS and the Standard Letter Grade does not equal AU and CE. Students with no course enrollment prior to the fall semester and those who enrolled for the first time during the preceding summer are included in the fall cohort. NCCCS Data Warehouse matching is based on an exact match to the STUDENTID and/or an exact match to a standardized and concatenated variable comprised of the LAST NAME, FIRST NAME, MIDDLE INITIAL, and DATE OF BIRTH submitted via the Comprehensive Curriculum Student Report during the fall term.

The following measures are impacted based on the First-Time Fall Cohort:

> Student Success Rate in College-Level English Courses
> Student Success Rate in College-Level Math Courses
> First Year Progression
> Curriculum Completion

Data Sources

Comprehensive Curriculum Student Report
National Student Clearinghouse

DRAFT

North Carolina Community Colleges

Leading through Change

2022-2026 Strategic Plan

www.nccommunitycolleges.edu\strategic-plan

{CRISP Communications will add art and design for the cover and throughout the publication. Photos are from North Carolina community colleges. CRISP will decide on final images, arrangement, and number of photos based upon design considerations, taking into account input.}

SBCC
08/19/2022

[Inside front cover]

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Executive Summary

Leading through Change

North Carolina's system of 58 community colleges was initially established to meet the needs of a changing economy, as the state's primary economic base shifted from agriculture to manufacturing. As the economy has continued to shift and education and training approaches have evolved, North Carolina community colleges have demonstrated how they are uniquely positioned to adapt to change and be on the forefront of developing innovative strategies to meet the needs of students, businesses, and individual communities. Remaining the most affordable postsecondary education institutions following decades of rising higher education costs, community colleges are also pioneers in virtual learning, work-based and simulated education and training, and rapid deployment of training for economic development. As a system of education built upon an "open door" philosophy, the North Carolina Community College System is well positioned to welcome students from increasingly diverse backgrounds and provide the supported pathways students need to reach their educational and career goals.

In September 2021, the State Board of Community Colleges launched a strategic planning process that explored the challenges and opportunities facing the state and the North Carolina Community College System. After consideration of research and stakeholder input, the State Board of Community Colleges defined the following as the most pressing priorities for the North Carolina Community College System:

- Faculty and staff recruitment and retention, especially following a pandemic that required so much of college faculty and staff, and during a time when the overall economy is experiencing a "Great Resignation" as workers reconsider how and where they work.
- Enrollment, following a period of overall decline nationally in community college enrollment and further impacts due to the pandemic, with limited growth since.
- Supporting student success for all students, when changes in demographics mean our student body will include more older students and students from more diverse backgrounds, and college leaders cite youth disengagement, pandemic learning losses, student mental health challenges and disabilities, and balancing college with work and family as special challenges to overcome.
- Addressing economic and workforce development needs – to meet talent needs for recent unprecedented economic development success, ensure our economy includes all North Carolinians in its prosperity, and brace against economic shocks in an unpredictable economy.
- Ensuring system funding and effectiveness by modernizing the Community College System funding formula and IT infrastructure, improving and linking data systems, and incentivizing regional collaboration among the colleges.

With the engagement of community college leaders and experts, community college partners, and students and businesses, the State Board of Community Colleges set aims and developed strategies related to these priorities. The State Board plans an aggressive implementation process that embeds the priorities in its activities as never before, connects with and supports colleges' own strategic directions, and leverages the strength of individual community colleges and leadership networks across community colleges to achieve the goals.

Part of the strength of the North Carolina Community College System is also its collaboration across the education sector and with workforce and economic development, business, community, and local government partners. The Community College System's priorities and strategies intentionally connect to the state's broader economic development and educational goals – such as the economic development community's aims for North Carolina to be "First in Talent" and the educational attainment goal for North Carolina to have two million working-age North Carolinians with postsecondary degrees or credentials by 2030.

The past four years have shown us that we cannot always predict the challenges and opportunities to come. As the North Carolina Community College System works toward the goals in the 2022-2026 strategic plan, it will adjust words in this "living plan" as needed and continue to be the nimble education system that innovates to serve North Carolina's students, businesses, and communities.

Mission

The mission of the North Carolina Community College System is to open the door to high quality, accessible educational opportunities that minimize barriers to postsecondary education, maximize student success, develop a globally and multi-culturally competent workforce, and improve the lives and well-being of individuals by providing:

(a) education, training, and retraining for the workforce, including basic skills and literacy education, occupational and pre-baccalaureate programs;
(b) support for economic development through services to and in partnership with business and industry; and
(c) services to communities and individuals which improve the quality of life.

(Source: State Board of Community Colleges Code, 1A SBCCC 200.1: Mission of the Community College System)

Critical Roles of Community Colleges in North Carolina

The North Carolina Community College System was formally established in 1963, when the state's Industrial Education Centers and junior colleges were brought together under one system. The system grew to 58 colleges that were intended to maximize access to postsecondary education and training, reaching within 30 miles of virtually all North Carolinians. Today, each of the 58 community colleges in the North Carolina Community College System is a "comprehensive community college," offering both academic-focused education and job training. Beyond instruction, the North Carolina Community College System plays an important role in issuing or validating postsecondary credentials.

The primary offerings of community colleges in North Carolina are as follows:

- Curriculum instruction leading to academic credentials (Certificates, Diplomas, or Degrees) and/or transfer to a four-year college or university
- Short-term workforce training ("Workforce Continuing Education") to prepare individuals for jobs and careers
- Instruction for adults to gain literacy skills or learn English
- Instruction to help adults earn a High School Diploma, or (via assessments) a High School Equivalency, formerly known as a "GED"
- Opportunities that bridge K-12 and community college instruction through…
    - linked, seamless academic pathways (Career and Technical Education)
    - dual enrollment of high school students in community college courses, with students based in traditional high schools or Cooperative Innovative High Schools (early colleges or other high schools affiliated with colleges)
- Economic development programs
    - Entrepreneurship training and counseling at Small Business Centers
    - NCEdge Customized Training to prepare or retrain workers for business expansions, relocations, and/or productivity enhancements
    - BioNetwork education/training programs for life sciences companies
- Credential focused programs:
    - Since 2017, oversight of the state's Registered Apprenticeship program, ApprenticeshipNC
    - Since 2021, collaboration with employers, state agency and nonprofit partners to establish industry-validated "NC Workforce Credentials" that can be earned based on short-term training
- Community leadership roles – ranging from sponsoring county Emergency Operations Centers to hosting events/music festivals to convening leaders to solve local challenges

Purpose and Context

The period from March 2020 through today has been one of tremendous change and upheaval. The COVID-19 pandemic has changed how we work, where we want to live, and how and where we interact with one another. The economy and the labor market have experienced tremendous volatility, with an initial contraction followed by a period of rapid economic growth and demand for labor, while millions of workers retired, resigned, changed jobs, or stopped out of the labor market. This growth has been complicated by global supply chain issues, ups and downs in the stock market, inflation, and labor shortages. This has also been a period of social unrest, with particular focus on racial justice concerns and growing income inequality. Even as the economy has grown, many North Carolinians have continued to struggle with housing insecurity, food insecurity, health challenges, and access to the services they need.

North Carolina's community colleges have been right in the middle of these changes. Serving as "economic first responders", colleges have adapted rapidly and worked with community partners to meet the changing needs of students, communities, and businesses. As we look forward to the next four years, we know that change will continue to be constant, and that North Carolina Community College System will continue to innovate, adapt, and provide supports to meet the needs of students, communities, and businesses across all 100 counties.

In order to chart a path through the challenges ahead, the North Carolina Community College System has developed the 2022-26 Strategic Plan, *Leading Through Change*. The plan identifies five key areas of focus:

- *Faculty and Staff Recruitment and Retention*
- *Enrollment*
- *Student Success for All*
- *Economic and Workforce Development*
- *System Funding and Effectiveness*

By focusing our attention and resources on these five interlocking areas, we can further strengthen the ability of the North Carolina Community College System to serve as the gateway to opportunity for all North Carolinians and the state's engine for economic growth. As Dr. W. Dallas Herring, considered the "Father of the Community College System," famously stated, "The doors to the institutions of North Carolina's system of community colleges must never be closed to anyone…we must take people where they are and carry them as far as they can go."[1] That philosophy continues to guide us. By keeping the doors of opportunity open to everyone, we are able to develop all of the state's talent and ensure that this great state continues to grow and prosper.

[1] Dr. Dallas Herring, 1966 speech to the North Carolina Legislature.

Goal 1: Faculty and Staff Recruitment and Retention

Recruit and retain top talent to enable the North Carolina Community College System to educate and train the State's workforce.

At the regional listening sessions the State Board and System Office held with community college presidents and trustees during winter 2021-22, difficulty with recruitment and retention of community college faculty and staff was the concern cited most frequently by college leaders.

The North Carolina Community College System relies on top-notch faculty and staff to power its education, training, small business development centers, student supports and other services. Beyond providing high-quality, relevant instruction and advising, college employees connect students to the financial assistance and other supports they need, develop and adjust programs to respond quickly to the changing needs of employers and the overall economy, leverage the power of the community college to meet broader community needs, and provide the organizational policies, practices, and IT resources that enable the 58 institutions and System Office to operate effectively and meeting the needs of students and their communities.

In March 2020, Community College System faculty and staff were called upon as never before to immediately shift in-person courses to online courses as COVID-19 descended upon the United States, with no cure or prevention measure in sight at the time. In compliance with public health measures, all 58 colleges moved their courses online, with a small number of specified exceptions for public health, public safety and workforce training that could only be provided face to face. Thanks to the ingenuity and hard work at the colleges and System Office levels, the open doors of the North Carolina Community College System never closed. And when campuses re-opened, faculty and staff once again shifted to meet the needs, adjusting their campus health policies and practices repeatedly as multiple waves of coronavirus came through and dissipated.

As the greatest threats of COVID-19 subsided and employers returned to pre-pandemic production and service levels, they found new challenges in what some economists dubbed a "workerless recovery." Employees across all industries seemed to be rethinking work and their connections to their current employers. Community colleges across the country were in line with other employers, grappling with a "Great Resignation" that meant higher-than-usual job turnover and lower labor force participation. Even while community colleges worked with their communities' employers to fill industry's workforce shortages, the colleges and System Office were also experiencing their own. Stories from the field started to paint a picture of how turnover could directly undermine the capacity of colleges; the training programs or course sections that could not be held or had to be delayed; the marketing that had to be postponed, potentially impacting enrollment growth; the interruption of partnerships when employees took their relationships and institutional knowledge to another employer or into retirement.

Even prior to the pandemic, the Community College System had embraced a legislative priority of increasing faculty and staff pay, recognizing that top-notch education and training required top-notch employees. More recently, the 2022-25 NCCCS Legislative Agenda (partially fulfilled in the 2022 session) called for an 8% increase in employee pay over three years to bring pay for our state's community college faculty and staff in line with pay in the four states neighboring North Carolina. In 2020-21, North Carolina community colleges' full-time staff earned (on average) 84% of what North Carolina public universities' staff did, and their full-time faculty earned (on average) 58% of what North Carolina public universities' faculty did.[2]

Pay is considered the number one challenge to recruitment and retention at community colleges, and this is only becoming more urgent following the rise in pay in certain fields since the pandemic (increasing job alternatives for community college employees) and general inflation undercutting the value of income. Employees are also considering other job factors; flexibility, including the option for employees to work remotely; a desire for career meaning and growth; and a sense of connection and belonging.

The human resources and employee recruiting function of individual community colleges will remain a local function with local autonomy and decision making, but recognizing the scale of the challenge, there is widespread support across the System for higher pay, innovative solutions, and additional System support.

Objective 1.1: Address faculty and staff shortages through higher pay and innovative talent sourcing.

- Strategy 1.1.1: Increase state funding for community college employee pay to recruit and retain top talent.

- Strategy 1.1.2: Across the Community College System, seek additional funding sources for employee pay.

- Strategy 1.1.3: Partner with employers to leverage industry talent for hard-to-fill positions.

Objective 1.2: Attract top talent to the North Carolina Community College System.

- Strategy 1.2.1: Strengthen faculty and staff recruitment efforts across the System.

[2] Source: IPEDS

- Strategy 1.2.2*:* Identify and promote effective strategies for colleges to tap diverse and non-traditional pools of talent for recruitment or promotion.

Objective 1.3: Establish North Carolina Community Colleges and the System Office as destinations for talent and employers of choice.

- Strategy 1.3.1: Support professional development, employee career growth, and recognition within the North Carolina Community College System.

- Strategy 1.3.2: Promote flexibility for employees and creativity in meeting college workforce needs.

- Strategy 1.3.3: Retain community college employees through support, engagement in the mission, and fostering a sense of belonging.

F.Y.I.
Do Great Things

Goal 2: Enrollment

Increase access and enrollment at North Carolina community colleges to meet the state's educational attainment goal and expand opportunity for North Carolinians.

Strong student enrollment and expanded access at community colleges are important for prospective students, community colleges, the postsecondary education pipeline, and the state and regional economies. It is worrying to see long-term downward trends in enrollment and the demographic trends that would portend future enrollment and postsecondary attendance declines.

At its most basic level, the wider the initial pipeline of students into the community colleges, the more students the colleges can teach and the greater the outcomes the Community College System can achieve. Access and enrollment are also the necessary first steps to certificate and degree completion that improves students' earnings and drives economic growth. Furthermore, with its enrollment-based funding formula, the System's *capacity* to teach and support students is directly affected by the number of students (full-time equivalents) receiving instruction.

The North Carolina Community College System, long a champion of the underserved and ensuring an "Open Door" to higher education, is more successful in achieving its mission the more it reaches North Carolinians that might not be served in higher education otherwise, such as first-generation college students, students of color, low-income students, adult learners balancing work and college, English language learners, and students with disabilities. As leaders in the System have often said, the North Carolina Community College System proudly serves the top 100% of postsecondary students. For many, community colleges are the best option for personal economic mobility, providing access to good paying jobs and a foundation for further education.

Many students who enter postsecondary education as community college students go on to universities. As of fall 2020, more than one in four undergraduate UNC System students were transfer students, and 61% of transfer students had come from NCCCS institutions.[3] Strong community college enrollment is important for university enrollment and outcomes as well.

Whether through its pre-baccalaureate pathways or its work-focused education and training pathways, student enrollment contributes to the overall educational attainment levels in North Carolina and the economic potential of the state and its regions. As *Site Selection Magazine* says on its website in reference to its 2022 Workforce Guide[4], **"**Workforce has been cited in Site Selection Magazine's annual survey of corporate consultants as the No. 1 factor in site selection decisions for several years in a row." Population loss in rural areas of North Carolina is a threat to

[3] Source: UNC System Interactive Data Dashboards (Transfer Students Dashboard), accessed 8/5/22.
[4] 2022 Workforce Guide | Site Selection Magazine, accessed 7/30/22.

those areas; strong community college enrollment helps meet those area workforce needs and supports rural economic development.

Enrollment trends

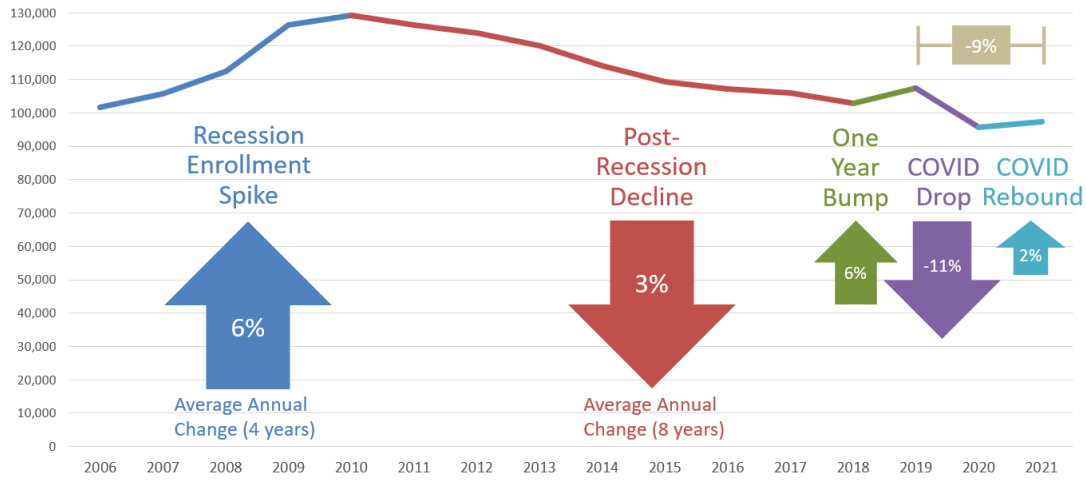
Enrollment in North Carolina community colleges tends to increase when unemployment rates rise, either in direct response to layoffs or as workers and those preparing to enter the workforce see a weakening economy as a sign that they will be better prepared to weather economic storms with education or training under their belt.

In North Carolina and across the nation, following the large worker dislocation and unemployment of the Great Recession, a long period of low unemployment rates was accompanied by a long slide in enrollment in community colleges.

Carolina Demography researchers noted in the February 2019 *Leaky Pipeline* report[5], "Transition to college is the largest loss point in the postsecondary pipeline, and the size of this loss is growing."

North Carolina was just beginning to see enrollment increase when the COVID-19 pandemic hit. The typical relationship between the economy and community college enrollment, where community college enrollment grows during a recession as people reskill and retrain, did not happen in 2020. A short rebound seen in fall 2019 enrollment data was reversed upon the arrival of the pandemic, and only in 2021 did enrollment begin to pick up again.

Figure 1: Trends in Total FTE (Full Time Equivalent) Enrollment



[5] Carolina Demography/UNC Carolina Population Center, *North Carolina's Leaky Pipeline & Pathways to 60% Postsecondary Attainment*, John M. Belk Endowment: February 2019.

Source: North Carolina Community College System, Fall Enrollment Data

While much of the work with outreach, recruitment, and retention of students occurs at the college level, and many factors (particularly the state of economy) drive enrollment trends, the State Board of Community Colleges has determined that a full Community College System effort must be mobilized to increase student access and enrollment.

Objective 2.1: Increase marketing and outreach to prospective students and their influencers.

- Strategy 2.1.1: Develop and utilize marketing strategies to increase enrollment of students. Increase overall enrollment and enrollment of underrepresented and non-traditional students.

- Strategy 2.1.2: Encourage each North Carolina Community College to have and actively use a Strategic Enrollment Management Plan that addresses student recruitment, retention, and completion.

Objective 2.2: Increase enrollment by focusing on career opportunities and the return on investment of community college education and training.

- Strategy 2.2.1: Increase career awareness and develop tools to communicate the personal and statewide return on investment due to community college education and training.

- Strategy 2.2.2: Expand apprenticeships and other paid work-based learning opportunities for community college students to gain work experience and learn-and-earn opportunities.

- Strategy 2.2.3: Bring employers on campus and sponsor opportunities to build relationships among students, career services, entrepreneurship services, and employer hiring managers.

Objective 2.3: Streamline and strengthen the pathways to community colleges and the workforce through enhanced partnerships.

- Strategy 2.3.1: Work more deeply with internal and external educational partners to better understand the student pipeline and to simplify educational pathways for students.

- Strategy 2.3.2: Expand the use of Career Coaches sponsored by NC community colleges in high schools.

- Strategy 2.3.3: Increase dual enrollment and other forms of Career and College Promise (CCP) participation among students who normally do not take advantage of these programs.

Objective 2.4: Increase the recruitment and retention of adult learners.

- Strategy 2.4.1: Partner with business, industry, and community-based organizations to identify and promote short-term, high-demand programs of study for adults to be able to quickly get the instruction and credentials for their careers.

- Strategy 2.4.2: Develop an accelerated course model to decrease the time to completion.

HIGH ROLLERS

Goal 3: Student Success for All

Provide supports inside and outside of the classroom for all students to successfully get on, stay on, and complete their career pathway.

The ultimate aim of community colleges is student success – helping students reach their intended life and career goals through education and training. Objectives and strategies listed below address the input obtained from stakeholders and the patterns in Community College System data.

In a survey of students conducted by the N4CSGA (North Carolina Comprehensive Community College Student Government Association), cost and balancing college with work were the factors cited as most impactful on students' ability to succeed in community college. Employability after college was also cited frequently, implying that having a clear career goal and sense of hope about one's career could improve motivation and success.

In regional listening sessions, community college presidents and trustees talked about challenges they are increasingly seeing among their students: more students with gaps in their learning as a result of the pandemic, more students with disabilities or mental health challenges, and more students enrolling part-time as they balance school, work, and family responsibilities.

In addition to impacts on learning, the pandemic exacerbated cost and other challenges for students. Federal funding was used to address cost and technology barriers through programs such as the Governor's Emergency Education Relief (GEER) Scholarship Program, Longleaf Commitment scholarships, and investments in rural broadband. These investments have provided critical supports, but additional investments will be needed to meet the needs of students and communities.

In North Carolina Community College System data, the patterns in student performance and completion have shown chronic gaps in success metrics between white students and students of color, especially minority male students. Recent initiatives are promising, but only move the needle modestly. New approaches are being piloted by colleges and could yield additional solutions.

A wide array of strategies is needed to provide the learning opportunities and comprehensive support students need to succeed, including those listed below and strategies listed under other goals.

Objective 3.1: Adopt a NCCCS framework for inclusive excellence to be embedded in policies and practices to cultivate a culture of belonging across the System.

- Strategy 3.1.1: Create an inclusive excellence taskforce to identify strategies to mitigate barriers to student success and identify professional development and technical assistance needs.

- Strategy 3.1.2: Provide professional development, technical assistance, and other supports to reduce barriers facing students, especially underrepresented students.

- Strategy 3.1.3: Incentivize excellence by disaggregating data about student performance and rewarding colleges that excel in reaching and serving diverse student groups.

Objective 3.2: Promote excellence in teaching and address the academic needs of learners.

- Strategy 3.2.1: Provide research-based teaching strategies that foster academic resilience and address the learning needs of all students.

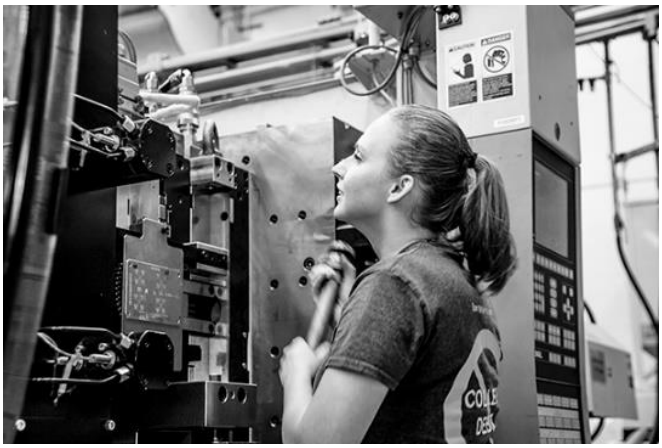
- Strategy 3.2.2: Promote flexibility in teaching modalities and class scheduling to meet the needs of students.

- Strategy 3.2.3: Provide programming that offers all students the interventions, advising, and support they need to succeed academically.

Objective 3.3: Promote a safe, healthy, and resilient community college student body through access to services including, but not limited to: mental and physical health services, housing, transportation, childcare, and food.

- Strategy 3.3.1: Expand community collaboration with government and educational partners, non-profits, and businesses to connect all students with the non-academic resources to support individual success and completion.

- Strategy 3.3.2: Pursue statewide funding for non-academic support to advance greater student success and completion.



Goal 4: Economic and Workforce Development

Provide education, training, and credentials to develop the most robust and skilled workforce in the nation, meet North Carolina industry's current and future talent needs, and increase the economic mobility of North Carolinians.

North Carolina community colleges are engines for economic development for the state, as well as for individuals' career and entrepreneurship journeys.

The objectives below elaborate on the aims, but in sum, the Community College System will need to…

- Address employer's workforce needs
- Develop talent and validate competencies
- Increase economic mobility and career advancement

A current opportunity, and challenge, for community colleges is keeping up with the training needs of new and current employers. Since 2021, North Carolina has experienced a boom in business relocations and expansions, with thousands of new jobs announced by companies in the life sciences, IT, retail distribution, and manufacturing industries. Existing businesses have also been clamoring for talent; virtually every member of a statewide council of industry associations in February expressed alarm about the worker shortages their industry was facing. Community colleges will need to collaborate regionally, with each other and education and workforce partners, to expand and adjust worker pipelines. And whenever the economy shifts again, community colleges will need to continue to adapt and pivot.

In addition to focusing on scale, it is important for education and training to be high-quality, relevant, and easy to complete. This involves working with employers to define the "right" skills and credentials for their and their workers' benefit, working with partners to meet the statewide attainment goal of 2 million North Carolinians with a postsecondary degree or credential by 2030, and supporting colleges that develop Competency-based Education, which allows students to set the pace of their learning and build on past knowledge.

Benefiting students is the ultimate aim, and community colleges can catapult individuals to a higher standard of living and rewarding career. Colleges can support economic mobility by being intentional about reaching low-income and underserved students and guiding them to promising academic and career pathways.

Objective 4.1: Cultivate a robust pipeline of highly skilled workers that meets the needs of employers and grows the economies of all 100 counties.

- Strategy 4.1.1: Engage with the business community to create a diverse and skilled talent pipeline.

- Strategy 4.1.2: Embed community colleges in the economic development community and collaborate with workforce partners for strategic pipeline development for existing and future jobs, as well as fostering entrepreneurship.

- Strategy 4.1.3: Support key production sectors critical to new and existing businesses in rural areas of North Carolina.

Objective 4.2: Foster high-quality employment opportunities and effective instruction focused on in-demand skills, credential attainment, and competency development.

- Strategy 4.2.1: Cultivate existing talent and develop new partnerships with industry associations and labor to align education and training to the skills required by employers.

- Strategy 4.2.2: Emphasize education and training that provides students with credentials valued by employers and moves North Carolina toward its goal of 2 million North Carolinians with a postsecondary credential of value by 2030.

- Strategy 4.2.3: Support colleges that pilot Competency-based Education (CBE) pathways for students to accelerate their journey from education to a job using the self-paced mastery model of competency-based education.

Objective 4.3: Increase access to the training, education, and guidance needed by students to achieve their career goals and upward mobility.

- Strategy 4.3.1: Take measures to be a national leader in diversity and inclusion and leverage outreach among agency partners to reach low-income, underserved, and excluded populations.

Goal 5: System Funding and Effectiveness

Increase funding levels, modernize the funding formula, and improve the effectiveness of the North Carolina Community College System.

The North Carolina Community College System generates a significant return on investment for the State of North Carolina, in addition to the transformational impact it has on individual community college students' lives. The final goal in the strategic plan addresses how strategic new investments, adjustments to the current funding model, modernizing IT and data systems, and alignment of functional support to colleges' needs can improve the effectiveness and impact of the System.

According to a December 2021 report by Emsi Burning Glass[6] the investment in the 58 colleges generates a return of $19B for the state economy. The economic impact study finds that for every dollar the state invests in North Carolina's Community Colleges, the state gains $7.50 in added incomes and social savings. The colleges generate nearly double the revenue from what they take in from the taxpayers. For every $1 the state invests, taxpayers get $1.90 back in added tax revenues and public sector savings.

Is the investment in the Community College System sufficient to capture the full return on investment possible and power the economy through additional change? As referenced in the section on Faculty and Staff Recruitment and Retention, the current investment in faculty and staff pay has not been sufficient to stem high turnover, and a recent uptick in inflation will require an even greater investment than initially projected to increase college employees' standard of living and make community college compensation competitive. Funding for other priorities, temporarily buoyed by a period of higher-than-expected state revenue and an influx of federal pandemic funding, will need to be sustained. The three-year legislative agenda is a thoughtful and strategic investment strategy with unified System support that remains at the core of our System advocacy.

The community college system funding formula has been updated as needed over the last decades. Community college leaders communicated clearly that the time was right for another round of updates to keep the formula aligned with state and college needs. One recommended update to the funding model is to create financial incentives for regional program collaboration among community colleges. This strategy can improve service and efficiency; expanding access to different programs for students, providing better services for employers by serving the regional labor market, and saving state funding overall by leveraging college program operations hosted by one college to offer programming for two or more colleges.

In a similar way, our IT infrastructure no longer meets the current demands of our colleges, especially in an era of increased virtual learning, use of mobile devices, and threats from cyber

[6] State and college reports can be found at https://bigroifornc.org/.

attackers. And for the State Board and our colleges to fully understand and address student and employer needs, our data management and integration needs must be factored into IT solutions.

Finally, the Community College System has opportunities to reorient how parts of the System work together for the benefit of students, employers, and communities. We have big challenges to solve, and we have a plan for the resources to do it, but we need better coordination as well. The colleges and the System Office need to work together to identify what services are best offered consistently across the state, where regional solutions make the most sense, and where college/local approaches are best. Colleges know their communities best and that local connection is one of their greatest strengths. Ensuring that students and colleges have access to the best services that we can provide requires us to rethink how the System does things.

Objective 5.1: Continually advocate for investment in the North Carolina Community College System that reflects the value of its employees and the students and businesses it serves.

- Strategy 5.1.1: Pursue full funding for the 2021-2023 NCCCS legislative agenda.

Objective 5.2: Modernize and realign the Community College System's funding formula.

- Strategy 5.2.1: Review and adjust program and course funding levels to reflect the cost of different programs and achieve parity between similar curriculum and continuing education programs.

- Strategy 5.2.2: Pursue a recurring source of funding for High-Cost Workforce Program Startup.

- Strategy 5.2.3: Create incentives for regional collaboration by reimbursing at a higher rate for programs offered by multi-college partnerships.

- Strategy 5.2.4: Realign the definition of a full course load from 16 to 12 contact hours to align with the UNC System and federal financial aid programs.

Objective 5.3: Align System Office functional support to colleges' needs.

- Strategy 5.3.1: Redefine System Office support for colleges by collaboratively developing a service strategy that adjusts services based on college size and on whether the service is most effectively provided statewide, regionally, or based on individual college needs.

- Strategy 5.3.2: Build on existing initiatives and identify and implement new approaches to support rural colleges and students.

- Strategy 5.3.3: Develop new communications and marketing strategies for the North Carolina Community College System.

Figure 2: College Size (Small, Medium, or Large)

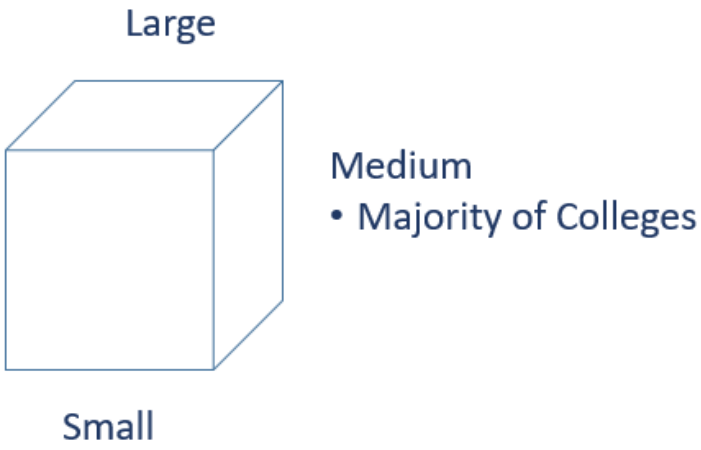
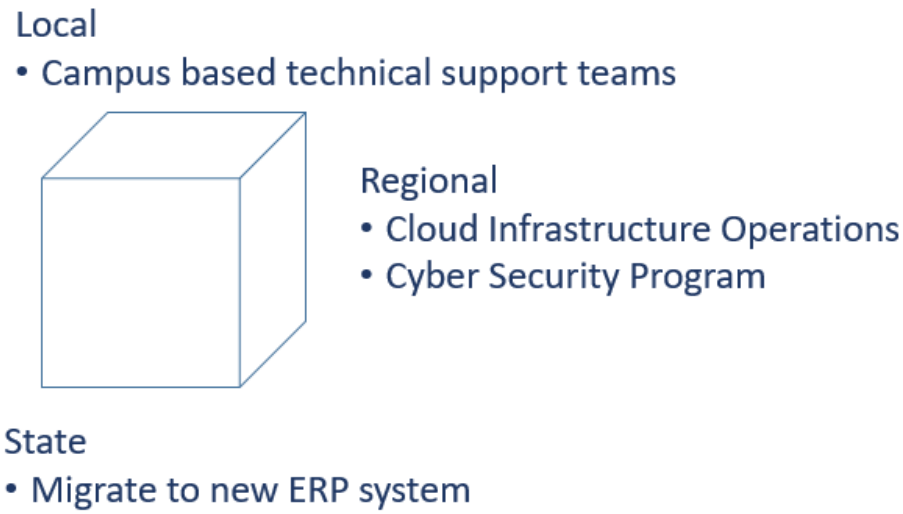


Figure 3: Service Level (Local, Regional, or State)

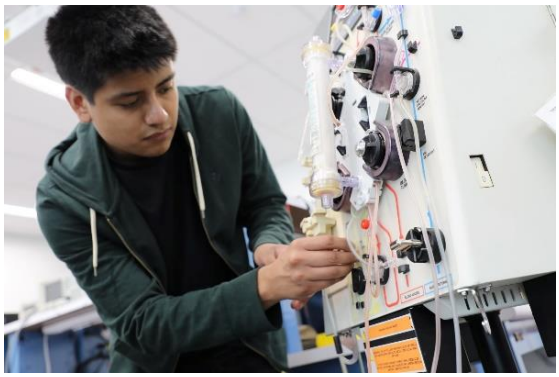


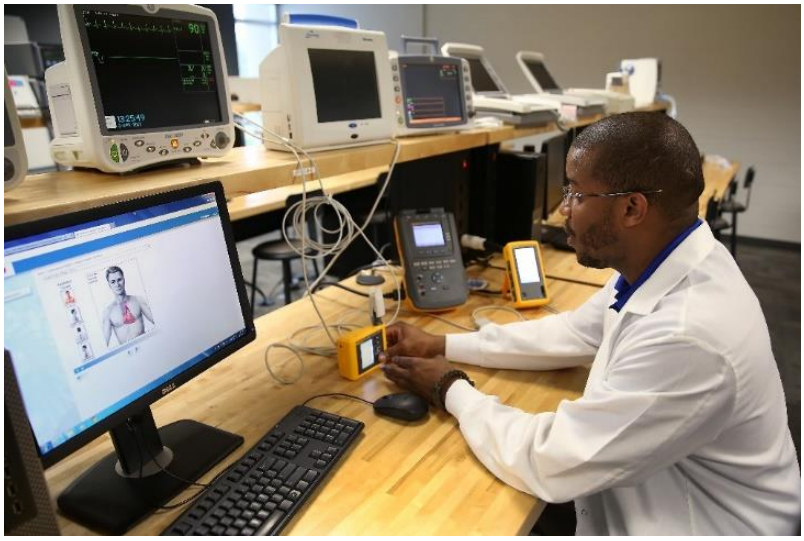
Objective 5.4: Provide the North Carolina Community College System with data and technology systems that provide best-in-class support for the core business functions of the colleges and the System Office.

- Strategy 5.4.1: Develop an Enterprise Resource strategy that drives positive student outcomes and meets the different needs of North Carolina's community colleges.

- Strategy 5.4.2: Develop a data management and integration plan for the NC Community College System to enhance research and reporting capacity.

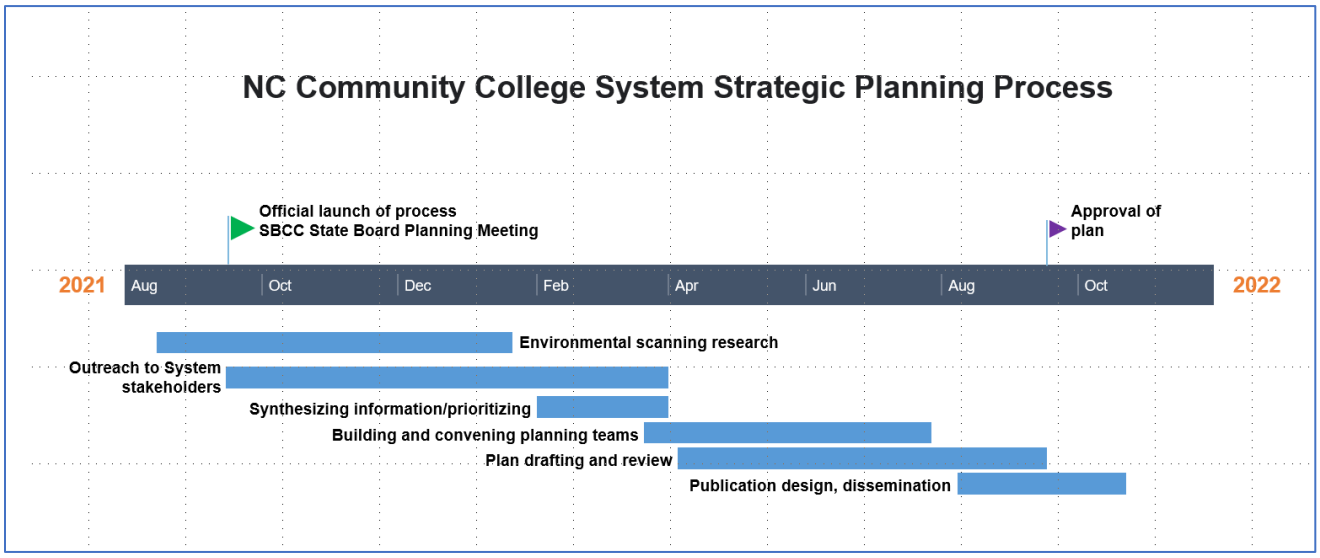
- Strategy 5.4.3: Provide top-quality cybersecurity expertise, leadership, and support for the 58 community colleges and System Office to prevent and respond to any cyberattacks.





Appendix

Strategic Planning Process



The North Carolina Community College System launched its strategic planning process in September 2021 at the annual State Board Planning Meeting. The planning process is scheduled to wrap up a year later at the September 2022 State Board Planning Meeting, with the final review and adoption of the strategic plan by the State Board of Community Colleges, as well as development of a first-year action plan containing the initial tactics to carry out the strategic plan. Between those points, the State Board of Community Colleges, the System Office, and leaders across the community colleges engaged in comprehensive environmental scanning, prioritizing, and planning.

Environmental Scanning

A major aspect of community college system strategic planning is scanning the community college landscape and the larger environment – demographic, economic, and societal – to understand challenges and opportunities facing community colleges and understand stakeholders' perceptions of system strengths and weaknesses.

Review of research and college plans

To begin the strategic planning process, the State Board and System Office reviewed demographic data and internal System data at the September 2021 State Board Planning Meeting. Dr. Jim Johnson with the Kenan Center of Private Enterprise at the University of North Carolina at Chapel Hill presented on "Where We Are as a State and an Economy." He spoke to various "gale-force winds of demographic change ahead"[7] that have implications for the

[7] Johnson, Dr. James H. Jr., et al., *Business Alert! Gale Force Demographic Wind Gusts Ahead* (Kenan Institute White Paper). Kenan Institute for Private Enterprise, University of North Carolina: August 2021.

educational pipeline, supply of labor, diversity of the state, and population flows within North Carolina. Research and Performance Management staff in the System Office presented at the planning meeting on the "State of the System," addressing postsecondary education opportunity, enrollment trends, instruction provided/students served, and curriculum student progression and success.

System Office research staff provided updates to the Strategic Planning Committee of the board and the full State Board of Community Colleges over the past year on topics of related to the developing strategic plan, such as student enrollment trends. Research staff of the Department of Commerce/Labor & Economic Analysis Division also presented to the Strategic Planning Committee in January 2022 on "COVID and North Carolina's Labor Market."

To understand the priorities of the 58 community colleges and ensure that the System strategic plan would be consistent with the directions of the 58, System Office staff collected and briefly summarized the themes of each college's strategic plan and Quality Enhancement Plan, or QEP. The Quality Enhancement Plan outlines the top issue or set of issues the college is tackling for institutional improvement as part of its accreditation process.

Last but not least, the System Office supported a survey of students conducted by the NC Comprehensive Community College Student Government Association (N4CSGA) in February 2022 and incorporated its findings about student needs into the identification of strategic issues to address.

Stakeholder engagement

With strong support from the State Board of Community Colleges, the System Office embarked on a process to cast a wide net to stakeholders to obtain their input. The input process began with the State Board of Community Colleges itself, offering their take on Community College System strengths, weaknesses, opportunities, and threats (SWOT analysis) and definitions of success in certain issue areas at the September 2021 State Board Planning Meeting.

Other outreach included the following:

- Regional listening sessions with community college presidents, trustees and other college representatives
- Planning exercises and discussions with subject-matter experts across the colleges, through community college association meetings and events
- Planning exercises, focus groups, and discussions with other key audiences, including community college students, businesses, and workforce and community partners

In order for State Board of Community Colleges members and System Office staff to gain a better understanding of community colleges' challenges and solutions, the System Office worked with community colleges to set up eight regional listening sessions between December 8, 2021 and February 14, 2022. Each community college was invited to bring a team of five including the

college president, chair and vice-chair of each college's board of trustees, plus additional trustees, staff, or student representatives. State Board of Community College members, System Office senior staff, and Trustees' Association representatives attended meetings. The meetings were organized by Community College Trustee Region and were configured so they would reach into the state's eight Prosperity Zones. Due to the rapid rise in COVID cases during winter 2021-22, seven meetings were shifted to virtual format.

From fall 2021 to spring 2022, strategic planning staff tapped specific expertise within the Community College System through a variety of meetings and sessions with community college associations. Examples of associations engaged through this process include: Student Development Administrators Association (SDAA), Chief Academic Officers, New Senior Administrators, Adult Educators (Workforce Continuing Education and Basic Skills staff at the Adult Educators conference), and the Community College Planning and Research Organization (CCPRO). A variety of approaches was used with the groups, ranging from SWOT analyses and visioning exercises to general discussions. Internally, the System Office leadership team was convened to discuss System issues as well.

As input was collected from within the Community College System, a similar outreach process was underway with the students and businesses that community colleges serve, as well as community college partners. Following up on its survey of student needs, the N4CSGA (North Carolina Comprehensive Community College Student Government Association) sponsored focus groups at its February 2022 Spring Division Meeting to allow strategic planning staff to hear directly from students about their needs and perspectives. The Council of Associations for Engagement (CAFÉ), a group of statewide industry associations that advises the Community College System, also met in February 2022, where they discussed their challenges, opportunities, and needs from the Community College System. Input sessions were also held with partners such as the NC Workforce Development Directors Council and Hispanic Latino Outreach Coalition.

Prioritizing and Plan Development

Prioritizing by the SBCC Strategic Planning Committee

At its March 2022 meeting, the Strategic Planning Committee of the State Board reviewed issues identified through stakeholder input and carried out an exercise to identify their priorities for the strategic plan. This process resulted in the development of the five themes of the strategic plan:

- Faculty and Staff Recruitment and Retention
- Enrollment
- Student Success for All
- Economic and Workforce Development
- System Funding and Effectiveness

Development of Aims by Planning Teams

Planning teams were formed around the themes of the strategic plan and convened from April through July to develop the plan goals, objectives, and strategies, brainstorm about tactics, and develop ideas for metrics. Each planning team was co-chaired by a community college president and System Office Senior Team leader and included a State Board member, second community college president, community college experts (faculty/staff of the community colleges and System Office), and partners. Depending on the topic, planning teams also included community college students, businesses, and education, workforce development, and community partners

Review by the State Board of Community Colleges

Beginning in July 2022, the State Board of Community Colleges, through its Strategic Planning Committee and full board processes, reviewed the draft goals, objectives, and strategies and then the full draft of the strategic plan. They offered suggestions for the plan publication and actively worked on board governance and structure to support effective implementation of the strategic plan. The State Board is scheduled to review and approve the final draft of the plan at the September 2022 State Board Planning Meeting.

Plan Implementation and Revisions

The State Board of Community Colleges will develop one-year action plans to implement the 2022-2026 strategic plan, drawing on the tactic ideas offered by the planning teams. Annual State Board planning retreats will be used for development of the annual action plans and will, along with quarterly reporting, enable the State Board to review plan progress at both the strategic and tactical levels. Metrics will be used to assess short- to medium-term progress that can be tracked within the plan timeframe.

The State Board will update the plan in 2024 to ensure that the plan aims reflect the priorities needed for the changing environment in which community colleges operate. In addition, the State Board of Community Colleges embraces the concept of this strategic plan as a “living plan” and will update the plan as needed.

Links to Community College Plans, College and Student Input

- Summary Table and Links to the 58 Community College Strategic Plans and Quality Enhancement Plans (QEPs) [link will be added to Strategic Plan page on NCCCS website]

- Summary of Findings from Regional Listening Sessions with Community College Presidents and Trustees

- Presentation on N4CSGA Student Survey and Focus Group Findings

Acknowledgements

The North Carolina Community College System's 2022-2026 Strategic Plan would not have been possible without the engagement and input from so many within the Community College System family, community college partners, and students and business leaders. Below are the lists of the formal planning teams that met several times to offer input for the plan objectives, strategies, tactics, and metrics. In addition to these individuals, we thank the North Carolina Community Colleges Foundation for its support and ideas, the North Carolina Association of Community College Presidents, many community college associations that offered their expertise and input, and multiple System Office staff (such as Technology Services and Distance Learning Division staff) that supported planning meetings and helped assure an inclusive and open planning process.

Strategic Planning Teams

Faculty and Staff Recruitment and Retention

Team Co-chairs: President John Gossett, Asheville-Buncombe Technical Community College
Dr. Kimberly Gold, North Carolina Community College System

Team Members: The Honorable Terry Van Duyn, State Board of Community Colleges
President Tracy Mancini, Carteret Community College
Chreatha Alston, Sandhills Community College
John Etheridge, President, NC Community College Faculty Association
Alex Fagg, North Carolina Community College System
Shakeyia Hazell, North Carolina Community College System
Arness Krause, Vice President-External, NC Community College Faculty Association
Steve Martin, Carteret Community College

Stephen Matheny, Isothermal Community College
Karen Tikkanen, North Carolina Community College System
Penny Wacaster, McDowell Technical Community College

Team Coordinator: Anne Bacon, North Carolina Community College System

Team Assistant: Kelly Barretto, North Carolina Community College System

Enrollment

Team Co-chairs: President Pamela Senegal, Piedmont Community College
Dr. Levy Brown, North Carolina Community College System

Team Members: Chairman Burr Sullivan, State Board of Community Colleges
President Laura Leatherwood, Blue Ridge Community College
LaTasha Bradford, N4CSGA (North Carolina Comprehensive Community College Student Government Association)
Brenda Burgess, North Carolina Community College System
Sharon Gladwell, North Carolina Community College System
Grant Godwin, North Carolina Community Colleges Foundation
Patrick Holyfield, Stanly Community College
Natasha Lipscomb, Rowan-Cabarrus Community College
Lorena Patterson, Hispanic Latino Action Coalition
Andrea Poole, NCSEAA
Barry Priest, SDAA (Student Development Administrators Association) and Bladen Community College
Abdul Sm Rasheed, Vance-Granville Community College
John Saparilas, Wake Technical Community College
Amy Policastro Schroeder, North Carolina Department of Public Instruction

Team Coordinator: Dr. Monty Hickman, North Carolina Community College System

Team Assistant: Alex Doles, North Carolina Community College System

Student Success for All

Team Co-chairs: President Janet Spriggs, Forsyth Technical Community College
Dr. James "JW" Kelley, North Carolina Community College System

Team Members: Dr. Shirley Carraway, State Board of Community Colleges
President Gene Smith, Brunswick Community College

Tawanda Artis, North Carolina Community College System
Dr. Levy Brown, North Carolina Community College System
Scott Byington, Central Carolina Community College
Dr. Lisa Eads, North Carolina Community College System
Dr. John "JJ" Evans, North Carolina Community College System
Eric Fotheringham, University of North Carolina System
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Dr. Heather Hill, Central Piedmont Community College
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Sneha Shah-Coltrane, North Carolina Department of Public Instruction
Nathan Vasquez, N4CSGA

Team Coordinator: Delores Ali, North Carolina Student Success Center

Team Assistant: Tiffany Howell, North Carolina Community College System

<u>Economic and Workforce Development</u>

Team Co-chairs: President Shelley White, Haywood Community College
Dr. Bruce Mack, North Carolina Community College System

Team Members: Sarah West, State Board of Community Colleges
President Maria Pharr, South Piedmont Community College
Rebecca Axford, Raleigh-Durham JATC
Ginger Brick, Workforce Development Board Directors Council
Kathryn Castelloes, North Carolina Community College System
Cecilia Holden, myFutureNC
Nate Humphrey, North Carolina Community College System
Dr. Annie Izod, NCWorks
John Loyack, EDPNC
Chet Mottershead, North Carolina Department of Commerce, Division of Workforce Solutions
John Nelms, North Carolina Economic Developers Association
Gary Salamido, NC Chamber
Kristie VanAuken, North Carolina Department of Public Instruction
Dr. Robert ("Bob") Witchger, North Carolina Community College System

Team Coordinator: Dr. Matthew Meyer, North Carolina Community College System

Team Assistant: Jerrie Farmer, North Carolina Community College System

System Funding and Effectiveness

Team Co-chairs:	President Dale McInnis, Richmond Community College Dr. Patrick Crane, North Carolina Community College System
Team Members:	Ann Whitford, State Board of Community Colleges President Lawrence Rouse, Pitt Community College Brandy Andrews, North Carolina Community College System Bruce Cole, Cleveland Community College Alex Fagg, North Carolina Community College System Patrick Fleming, North Carolina Community College System Dorrine Fokes, North Carolina Community College System Judykay Jefferson, North Carolina Community College System Stephanie Lake, NCCORD and Wake Technical Community College Kevin Leonard, North Carolina Association of County Commissioners Carol Ann Lydon, CCPRO and Southeastern Community College Dr. Bill Schneider, North Carolina Community College System
Team Coordinator:	Anne Bacon, North Carolina Community College System
Team Assistant:	Gracie Davis, North Carolina Community College System

[Inside back cover]

State Board of Community Colleges Strategic Planning Committee

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Dr. Shirley Carraway
Hari Nath
The Honorable Mark Robinson
Ray Trapp
Sarah West

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Dr. Kimberly Gold, Chief of Staff and Executive Vice President
Brandy Andrews, Vice President and Chief Financial Officer
Dr. Levy Brown, Senior Vice President, Academic and Student Services, Chief Academic Officer
Dr. Patrick Crane, Vice President of Strategic Initiatives
Patrick Fleming, Senior Vice President, Technology Solutions & Distance Learning, Chief Information Officer
Tawanda Foster Artis, General Counsel
Dr. Bruck Mack, Vice President, Economic Development
Alex Fagg, Director of Government Relations

Strategic Planning Committee Staff

Dr. Patrick Crane, Vice President of Strategic Initiatives
Anne Bacon, Director of Strategic Planning and Policy
Dr. Bill Schneider, Associate Vice President of Research and Performance Management
Kelly Barretto, Executive Assistant to the President and Chief of Staff

{Back cover}

#WeAre58Strong
NC COMMUNITY COLLEGES

STATE BOARD OF COMMUNITY COLLEGES
Strategic Planning Committee Charter

I. Background
The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and the State Board Code. The Strategic Planning Committee was established on July 9, 2009.

II. Purpose
The purpose of the Strategic Planning Committee is to assist the State Board of Community Colleges (SBCC) with its responsibilities for the North Carolina Community College System's mission, vision, and strategic direction.

III. Organization
The Strategic Planning Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the State Board Chair.

IV. Meetings
Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Strategic Planning Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities
The responsibilities of the Strategic Planning Committee include:

- Understanding the organization's industry, market/community, and core competencies. Keeping up-to-date on educational trends, workforce needs, other opportunities to improve the scope, cost effectiveness, and quality of services provided by the System.
- Understanding how advances in technology impact instruction, student services, and institutional support functions as well as providing input on how those impacts should inform our System's technology roadmap.
- Helping management identify critical strategic issues facing our System, including risks and opportunities.
- Ensuring management has established an effective strategic planning process, including development of a three- to five-year strategic plan with measurable goals and metrics.
- Ensuring that the strategic planning process includes stakeholder input and an implementation process.
- Monitoring the System's performance against measurable targets or progress points.
- Annually reviewing the strategic plan and recommending modifications to the full board as needed based on changes in the educational environment, community needs, legislative developments, and other factors.

- Reviewing strategic plans of partner organizations to assure that the System's strategic plan aligns, where appropriate.

VI. Duties

Committee will review and approve the following reports:

- Progress on strategic plan implementation.
- Bi-annual environmental assessment/educational trends summary.
- Workforce needs assessment.
- Competitor/partner assessment.
- Operational and financial assessment.
- Summaries of stakeholder input (e.g., surveys of stakeholder perceptions).

Contact(s):

Jennifer Haygood
Chief of Staff

AGENDA
State Board of Community Colleges
PERSONNEL COMMITTEE
Caswell Building, J. Gregory Poole Conference Room
Thursday, August 18, 2022 – 11:00 a.m.
Mr. Bill McBrayer, Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – July 14, 2022

For Information

- Review of Personnel Committee Charter (Attachment PER 01)
- System Office Vacancy Report – August 2022 (Attachment PER 02)
- College Presidential Status Report – August 2022 (Attachment PER 03)

New Business

Adjourn

MINUTES
State Board of Community Colleges
PERSONNEL COMMITTEE
Thursday, July 14, 2022

PERSONNEL COMMITTEE MEMBERS

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

Absent: Mr. Ray Trapp

OTHER STATE BOARD MEMBERS PRESENT

Ms. LaTasha Bradford	Hon. Sam Searcy	Mr. Jerry Vaughan
Dr. Grant Campbell	Mr. Burr Sullivan	Ms. Sarah West
Mr. William Holder*	Hon. Terry Van Duyn	Ms. Ann Whitford

*Attended via Zoom

OTHERS IN ATTENDANCE

Mr. Neal Alexander*	Dr. Jacqueline Faulkner,	Ms. Tiffany Howell
Ms. Brandy Andrews	Campus Works*	Ms. Judy Jefferson
Ms. Tawanda Foster Artis	Mr. Patrick Fleming	Dr. Bruce Mack
Dr. Levy Brown*	Dr. Beverly Fratesi, Campus	Dr. Dale McInnis, RCC-H
Dr. Jeff Cox (WCC)	Works*	Dr. Mark Poarch, CCCTI
Mr. Alex Fagg	Dr. Kimberly Gold	Pres. Thomas Stith, NCCCS

*Attended via Zoom

CALL TO ORDER

Mr. McBrayer called the meeting to order at 10:48 a.m. in the Dr. W. Dallas Herring State Board Room in the Caswell Building in Raleigh, NC.

ROLL CALL

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

ETHICS STATEMENT

Mr. McBrayer read the Ethics Awareness and Conflict of Interest Statement. The Hon. Searcy stated he will refrain from voting on the BioNetwork personnel action.

APPROVAL OF THE AGENDA AND MINUTES

Mr. McBrayer requested an amendment to the agenda to add five (5) For Action items for closed session consideration. Mr. McBrayer asked for a motion to approve the July 14, 2022 meeting agenda

with the amendments. Mr. Looney made the motion, seconded by Ms. Estep, and the Committee approved by voice vote. Mr. McBrayer asked for a motion to approve the May 19, 2022 meeting minutes. The Hon. Russell made the motion, seconded by Mr. Irwin, and the Committee approved by voice vote.

FOR INFORMATION

Organizational Assessment Report

Mr. McBrayer welcomed Dr. Jacqueline Faulkner and Ms. Beverly Fratesi from Campus Works. He stated he invited Campus Work to meet with the Personnel Committee to further discuss the Organization Assessment Report (previous presented at the April 2022 meeting) as it relates to human resource concern and issues. He welcomed dialogue discussions around the topic and asked if the committee, Dr. Gold, or President Stith had any question. President Stith stated while discussion is ongoing about the human resource issues identified in the Campus Works (organizational assessment) report, he reminds the committee the assessment work took place over several month, in conjunction with the System Office, as it was identified there had not been a comprehensive assessment of the System Office organization.

Mr. McBrayer recognized Dr. Faulkner and Ms. Fratesi. Dr. Faulkner stated in partnership with the System Office, Campus Works assessed the overall operations and identified ways to strengthen the (System Office) work to best support the fifty-eight (58) community colleges. Dr. Faulkner acknowledged the Campus Works team who she stated represents years of knowledge and expertise across the entire academy including former college presidents, chief officers in student affairs and academic affairs, finance developments, institutional effectiveness, and CEO and Chief Evangelist, Dr. Liz Murphy. Dr. Faulkner noted the assessment process: five (5) stakeholder insight surveys sent to various stakeholder groups (System Office employees, college presidents, trustees, State Board members, and foundation members), document reviews, twenty-one (21) focus groups, and individual interviews. She stated Envisioning the Future and Embracing Change Workshops were conducted with senior leaders and managers. Dr. Faulkner noted the six (6) areas of focus: structure, enablement, alignment, talent, resources, and impact; she stated how each focus area was used in the assessment to deliver outcomes. Dr. Faulkner identified “vital” strengths that the System Office can use to leverage forward: talented and dedicated employees, breadth and depth of programs and service, relationships and partnerships, centralized systems with autonomous colleges, and the performance of the System. She stated the assessment bench marked against five (5) other state community college, noting North Carolina outperformed most peers in several areas. Dr. Faulkner reviewed the overall findings, stating overall the division model is effectively aligned with the college’s structure; noting there are critical human resource gaps and opportunities for enhanced alignment, a lack for up-to-date technologies, a

need for developing standard operation procedures and service portfolios that could impact productivity and efficiency across the agency. Dr. Faulkner stated long-term period of vacancies overtime have created concerns with moral and performance challenges. Dr. Faulkner stated System Office employees can be more empowered and engaged through enhanced information sharing, intentional engagement opportunities, improved communications, team building, and leadership development. Dr. Faulkner stated as the review was extensive and expand over the next eighteen (18) months and beyond, recommendations were prioritized for most urgent needs. She reviewed the priorities including enhancing employee engagement by increasing mediums for critical information, strategically aligning departments that produce similar work to scale capacity, create synergies, reduce duplication of efforts, and overall maximize impact. She stated the next priority is to clarify the System Office mission, vision, and values to align with the strategic plan that is currently underway and recommended establishing a structure to engage with the colleges and business industry partners to ensure alignment. Dr. Faulkner stated the last recommended priority is to build capacity for marketing, advocacy, and external messaging.

Dr. Faulkner reviewed the roadmap of priority and provided slides that highlighted the priorities related to human resources. She noted the following recommendation in human resource priorities within each quarter:

- An online System Office directory, developing components of the onboarding and orientation process with critical milestones over the course of ninety (90) day, to ensure all employees have tools, information, and job aids to ensure they are effective in their role.
- Review of the onboarding process.
- Review of alignment to professional growth and career pathways that correlate with the State classification, so that employees know there is a (professional advancement) ladder that exists within the System Office.
- Ensure avenues for employee professional development beyond employment assistance programs. Including continued education and additional credentialing.
- Align System Office employee's performance management process with the North Carolina Office of Human Resources and to provide training to employees and managers for setting smart goals.
- Broad review to ensure all job descriptions are updated with current duties, roles, and qualifications to ensure alignment with State job titles.
- Develop compensation strategy that aligns with recommendations from the State compensation assessment.
- Strategically align structure and develop a plan to backfill vacant position.
- Hire an executive human resource leader that will be a part of the System Office senior team.

- Identify opportunities for alignment within divisions to assist with streamlining efforts to increase capacity.

Dr. Faulkner stated she is available to take questions. Mr. McBrayer asked the committee if they have questions.

Mr. McBrayer recognized Mr. Merritt. Mr. Merritt thanked Campus works for their efforts, he asked should hiring an executive human resources leader be a top priority to accomplish the other priority tasks. Dr. Faulkner answer yes, they believe it is pivotal to many of the other recommendations, as the recommendations center around employee morale, personnel, and standard operating procedures; noting the recommendations is to have an executive human resource leader who can help guide the work.

Mr. McBrayer recognized Mr. Looney. Mr. Looney stated the report recognizes the need for talent management in both retention of talent and solid leadership, he asked if they could share best practices and if they feel this is an area where progress is being made to attract the right talent. Dr. Faulkner answered many of the recommendations are pivotal in attracting and retaining great talent, specifically around employee engagement and development. She stated the ways employees remain the best and the brightest are continuously enhancing themselves through professional development and continued education, she noted these opportunities should be afford to employees. She recommended ensuring employees are involved and the right people have a "seat at the table" to be involved in decision making conversations. She stated President Stith, before completion of the assessment, began engagement with presidents through "presidential chats" to provide the ability to hear from leadership and be a part of the critical conversations, in which they received tremendous outpour of feedback and appreciation from the broad community. Dr. Faulkner stated the recommendation is to ensure outreach efforts are broad to attract individuals to the System and cultivate strategies to retain them.

Mr. McBrayer recognized Mr. Merritt. Mr. Merritt asked Dr. Gold and President Sith how widely the Campus Works (organizational assessment) report was shared with the System Office and if there were responses received from the employees about the recommendations. President Stith responded at the completion, the report was shared with the senior team, leadership in each division, and an overview provided to the System Office employees. President Stith stated he will share additional information tomorrow (during the full board meeting) regarding the next steps of implementation. He stated there was an internal senior team workshop conducted to look at priorities and advertise implementation of the ideas. He stated at the beginning of August there is a meeting scheduled with senior team to continue the discussion and move discussion forward at the associate vice president level. He stated

the report and (plan of) implementation was shared with the System Office. Dr. Gold stated as the senior team reviews, they are being mindful of the correlation with the ongoing development of the strategic plan to integrate the recommendations with the goals of the strategic plan. Mr. McBrayer stated he has received comments from staff that they did not know anything about the Campus Works report and would like to make sure the information is provided throughout the System Office. President Stith stated he will share the dates the review with the System Office took place for members to have as a reference when discussing with staff. He stated the implementation is an ongoing process and agreed he intends to over communicate through multiple mediums, and he appreciated the feedback from Mr. McBrayer. Mr. McBrayer stated often people will hear information in meetings that will not resonate and encouraged the idea of over communicating.

Mr. McBrayer recognized Mr. Holder. Mr. Holder stated the report overwhelming reported positive things that are ongoing in the System Office, he stated there were identified areas of opportunity, but overall, it was a very good report. Mr. Holder agreed he would like to see all employees receiving the good news and asked if Campus Works could provide recommendations for how to ensure this information is passed along to all employees. Dr. Faulkner stated it is said "it takes seven (7) times for a message to resonate", she recommended the use of multiple mediums to socialize the report and provide opportunity for individuals to process and ask questions. She encouraged leveraging the newsletter, that has been recently reinstated from the System Office, to ensure communication flows both directions through the organization, and to allow time during the presidential chats for communication and questions on the prioritization.

Mr. McBrayer recognized Mr. Vaughan. Mr. Vaughan stated the recommendation should be measurable, with the use of subgoals and tactics as measurable goals to guide through implementation. Mr. Vaughan asked how long ago the report was completed. Dr. Faulkner responded two (2) months. Mr. Vaughan asked President Stith to set up a process for implementation with procedures that outline what will be accomplished, how it will be accomplished, and how it will be measured.

Mr. McBrayer stated he invited Ms. Shakeyia Hazell, Human Resource Director, to join the meeting impromptu to share comments. Ms. Hazell stated the new classification study (Statewide) was completed, which reported the System Office pays employees within the eighty (80) percent margin of the market; however, three (3) employees were paid below the minimum. She stated there is a plan in place to address those who are underpaid, in which the State will provide one (1) percent. Ms. Hazell stated the State provided a plan to have sign-on bonuses and a retention bonuses, and more is expected to come from the State. She stated it is difficult to recruit external employees outside of North Carolina because there is no marketing budget. She stated the current State Governance System

feeds into Indeed and LinkedIn. Mr. McBrayer asked to clarify the sign-on bonuses. Ms. Hazell stated they are looking to the State to provide information on what the sign-on bonuses and retentions will look like and how it can be used. Mr. McBrayer asked if there was a referral bonus. Ms. Hazell stated the State has not provided referral bonuses, but that is something she can look into. Ms. Hazell stated the System Office performance plan start July 18th and they are closing out the 2021-2022 plans. She stated employees are encouraged to update throughout the year. She discussed the performance plan process.

Mr. McBrayer recognized Mr. Looney. Mr. Looney stated the job descriptions that the committee reviews are not exciting and stated there is much (the System Office) offers, stating he would like to see highlight about the System Office on job descriptions, with insights such as (the System) being one of the top and largest community colleges systems in the nation. He stated the job description are unattractive for someone who is a high caliper candidate. Mr. Looney stated he is subscribed to the LinkedIn job post, and he has not seen a lot (of postings), he asked how many (positions) are posted on LinkedIn and what is the quality of post. Ms. Hazell stated the positions posted have end dates, those that are active are fed into the LinkedIn System. She stated if the vacancy (position) expires (on the State Government System) it will expire on other websites as well. Mr. McBrayer recognized Ms. West Ms. West stated she has seen job descriptions from other agency that have a statement on every job description that outlines the system and organizations values.

Mr. McBrayer recognized Mr. Merritt. Mr. Merritt asked Ms. Hazell what her opinion is on the Campus Works report. Ms. Hazell stated she feels the report missed the mark in terms of comparison to the State of Virginia. She stated she does not feel it was a fair assessment because their system is different, and the report stated there are eleven (11) staff member to twenty-three (23) campus; in which there are three (3) (human resources employees) to fifty-eight (58) campuses. She stated the System Office's Human Resources Office only support the System Office employee, she stated there is a need for a liaison from Human Resources to the colleges, but each campus has their own human resources directors.

Mr. McBrayer recognized Ms. Estep. Ms. Estep asked were the three (3) employees who were under the market value all within the same division. Ms. Hazell responded the employees were a paralegal, a IT director, and a IT project manager. She stated the difference was about eleven thousand ($11,000).

Mr. McBrayer recognized Mr. Vaughan. Mr. Vaughan asked despite Ms. Hazell criticism to the Campus Works report, does she feel the report empowers her activities in the System Office and motivate her to build on the set of recommendations. Ms. Hazell responded she did not disagree with everything and stated there were some great points but feels the Human Resources Office needs to be at the

table to understand the organization, to plan and help with professional development and strategic planning. She agrees a senior executive is needed in the Human Resources Office.

Mr. McBrayer recognized President Stith. President Stith stated the perspective and positive is they invited Campus Works to take an overall and comprehensive look at the organization. He stated there are some recommendations that are already moving forward and some recommendations that are being assessed to determine if they are a fit for the System Office. President Stith stated he is proud of the work from Campus Works assessment, and he is enthusiastic about the path forward.

Mr. McBrayer asked if Campus Works had any closing comments. Dr. Faulkner thanked the committee for the opportunity and thanked President Stith for the opportunity to partner on the assessment. She stated they are enthusiastic as well, seeing the implantation of some of the recommendations and they are encouraged about the future of the System Office and support for the System. Ms. Fratesi also thanked the committee and stated they are available if any future assistance is needed.

FOR ACTION

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

For Information

The following items were available as for information items:

- System Office Vacancy Report – July 2022 (Attachment PER 01)
- College Presidential Status Report – July 2022 (Attachment PER 02)

New Business

Mr. McBrayer asked for new business items. No new business noted.

ADJOURNMENT

The Committee adjourned at 12:32 p.m.

Recording Secretary,
Tiffany Howell

STATE BOARD OF COMMUNITY COLLEGES
PERSONNEL COMMITTEE CHARTER

I. Background
The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and State Board Code.

II. Purpose
The purpose of the Personnel Committee is to provide oversight of human resource matters within the North Carolina Community College System as provided by G.S. 115D-3 and G.S. 115D-5.

III. Organization
The Personnel Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the State Board Chair.

IV. Meetings
Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Personnel Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities
The responsibilities of the Personnel Committee shall be:

- To ensure the State Board has adopted college personnel policies, regulations, and standards it deems necessary to uphold the duties outlined in G.S. 115D-5.
- To ensure candidates recommended to serve as the chief administrative officer (i.e. president) of a community college are well-qualified to represent and serve the college and our System.
- To ensure the State Board has adopted personnel policies, regulations, and standards needed for the operation of the System Office.
- To ensure the System Office is staffed with persons of high competence and strong professional experience consistent with G.S. 115D-3.

VI. Duties
The specific duties of the Personnel Committee shall include:

1. To recommend State Board action on proposed changes to the State Board of Community Colleges Code (SBCCC) related to personnel matters;
2. To recommend State Board action on requests from college boards of trustees regarding the election of the college chief administrative officer (president);
3. To recommend State Board action on any recommended changes to the System Office Exempt from State Personnel Act (EPA) Personnel Policy.

History Note: Effective 09/15/2017

4. To recommend State Board action on the appointment and compensation for System Office EPA positions consistent with the EPA Personnel Policy.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Personnel Committee Charter.

History Note: Effective 09/15/2017

STATE BOARD OF COMMUNITY COLLEGES
North Carolina Community Colleges System Office
Vacant/Filled Position Status Report

Division	Position	Position Desc	Date Vacant	Vacant Reason	Status	Budget Amount
Technology	60088082	Applications System Analyst I	7/1/2021	Retirement	Difficult to fill	$ 71,774.00
Technology	60088070	ERP Solutions Specialist II	9/1/2021	Internal Promotion	Difficult to fill	$ 91,536.00
Technology	60088016	Applications Systems Analyst I	11/15/2021	Seperation- State	Difficult to fill	$ 86,914.00
Technology	60088086	Applications Systems Analyst I	2/1/2022	Retirement	Difficult to fill	$ 85,190.00
Programs	65035067	Education Program Admin I	5/1/2022	New Position- Grant Funded	Candidate Declined	$ 80,000.00
Programs	60088074	Curriculum Compliance Coordinator	4/1/2022	Retirement	Interviewing	$ 75,906.00
Technology	60088028	Network Engineer	9/1/2021	Internal Promotion	Offer Accecpted 8/15/2022	$ 75,724.00
Programs	60088161	Dir. CCR Assessment HS Equiv Office	5/7/2022	Seperation-Other	Offer Accepted 8/15/2022	$ 75,997.00
Programs	60088158	Grants Administrator I	5/1/2022	Retirement	Offer Accepted 8/24/2022	$ 60,000.00
Technology	60088020	Applications Systems Analyst I	2/1/2022	Retirement	Offer Accepted 8/8/2022	$ 85,190.00
Finance	60088110	Business Officer II	10/12/2021	Internal Promotion	On Hold	$ 75,383.00
Programs	60088159	Administrative Specialist I	8/14/2021	Seperation-Other	On Hold	$ 37,925.00
Technology	60088130	Computer Systems Analyst	1/15/2021	Internal Promotion	On Hold	$ 47,152.00
Executive	60087990	Agency Receptionist/HR Office Manager	3/11/2022	Seperation-Other	Offer accepted 8/22/2022	$ 38,500.00
Technology	60088072	Application Systems Specialist	4/1/2022	Retirement	Pending Offer	$ 90,000.00
Executive	60088103	Sr. VP, External and State Board Affairs	6/11/2022	Seperation-Other	Pending SB Approval	$ 116,000.00
Executive	65018902	Research Specialist	3/12/2022	Seperation-Other	Position under review	$ 69,451.00
Executive	60087974	Executive Dir. of Communications	6/11/2022	Seperation-Other	Position under review	$ 123,000.00
Executive	60088003	Applications Systems Analyst I	6/20/2022	Seperation- State	Position under review	$ 71,000.00
Technology	60088021	Applications Systems Analyst II	2/5/2022	Seperation- Other	Position under review	$ 90,047.00
Programs	65022301	Coord Career&Tech Ed	6/1/2022	Internal Promotion	Recuitment Process	$ 83,411.00
Programs	60088160	Coord of Adt Ed- Corr & Adult HS	6/4/2022	Seperation-Other	Recuitment Process	$ 74,000.00
Technology	60088051	User Support Specialist	2/1/2022	Retirement	Recuitment Process	$ 64,004.00

STATE BOARD OF COMMUNITY COLLEGES
North Carolina Community Colleges System Office
Vacant/Filled Position Status Report

Technology	65034087	IT Security and Compliance Manager II	12/1/2021	New Position	Repost	$ 110,000.00
Technology	65034096	IT Security and Compliance Manager II	12/1/2021	New Position	Repost	$ 110,000.00
Executive	65031278	Information & Comm. Specialist II	5/11/2022	Seperation-Other	Screening	$ 71,459.00

Positions on hold

Programs	60088159	Administrative Specialist I	8/14/2021	Seperation-Other	On Hold	$ 37,925.00
Finance	60088110	Business Officer II	10/12/2021	Internal Promotion	On Hold	$ 75,383.00
Technology	60088130	Computer Systems Analyst	1/15/2021	Internal Promotion	On Hold	$ 47,152.00
Executive	60087988	Dir of Community Engagement	8/9/2022	Seperation-Other	On Hold	$ 82,800.00

Difficult to fill positions/ Readvertise

Technology	60088082	Applications System Analyst I	7/1/2021	Retirement	Difficult to fill	$ 71,774.00
Technology	60088070	ERP Solutions Specialist II	9/1/2021	Internal Promotion	Difficult to fill	$ 91,536.00
Technology	60088016	Applications Systems Analyst I	11/15/2021	Seperation- State	Difficult to fill	$ 86,914.00
Technology	60088086	Applications Systems Analyst I	2/1/2022	Retirement	Difficult to fill	$ 85,190.00

STATE BOARD OF COMMUNITY COLLEGES
North Carolina Community Colleges System Office
Vacant/Filled Position Status Report

Positions Vacant on or After 7/1	Position	Position Desc	Date Vacant	Vacant Reason	Status	Budget Amount
Technology	60088081	ERP Solutions Specialist II	7/1/2022	Retirement	Position under review	$ 96,000.00
Economic	65030184	ApprenticeshipNC Grant Administrator	7/1/2022	Seperation-Other	Position under review	$ 55,848.00
Executive	60087972	President	7/22/2022	Interim Hire - Dr. Carver	Position under review	$ 291,741.00
Executive	60087988	Dir of Community Engagement	8/9/2022	Seperation-Other	Position under review	$ 82,800.00
Economic	60013019	ApprenticeshipNC Grant Administrator	8/19/2022	Seperation- State	Anticipated Vacancy	$ 77,243.00
Technology	60088032	Chief Data Officer	9/8/2022	Seperation-Other	Anticipated Vacancy	$ 127,305.00
Economic	60013033	Com Dir, ApprenticeshipNC	9/30/2022	Retirement	Anticipated Vacancy	$ 75,038.00
Executive	60088132	Ex Dir, NC Student Success Ctr	10/1/2022	Retirement	Anticipated Vacancy	$ 104,767.00
Programs	60088048	Social Research Assistant I	10/2/2022	Seperation-Other	Anticipated Vacancy	$ 47,870.00

Year to Date

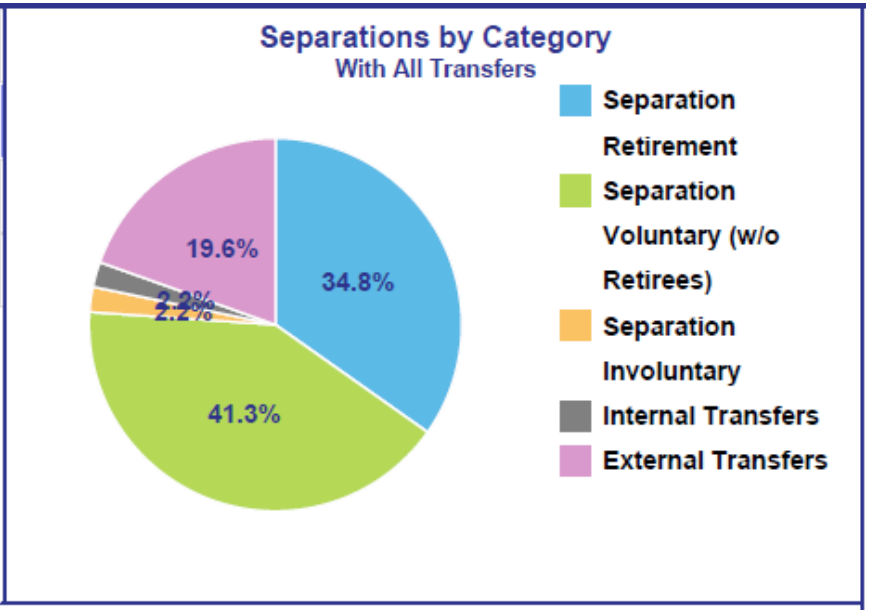
Vacancy count at the end of Fiscal Year 7/1/2021 - 6/30/2022		30
Number of positions vacated since the start of Fiscal Year 7/1/2022- 6/30/2023		3
Nummber of vacant postions as of 8/10/2022		30
Number of budgeted positions		229
Number of positions filled/Current employees as of 8/10/2022		199
Percentage of positions vacant as of 8/10/2022 (Vacant count/ total number of budgeted positions)x100	30/229x100	13.10%
Percentage of positions filled as of 8/10/2022 (positions filled/number of budgeted positions)x 100	199/229x100	86.90%
FY 2022-2023 turnover rate (Employees who separated /#current employees) x 100	3/199x100	1.51%
Seperations/Anticipated Vacancies after 8/10/2022		5

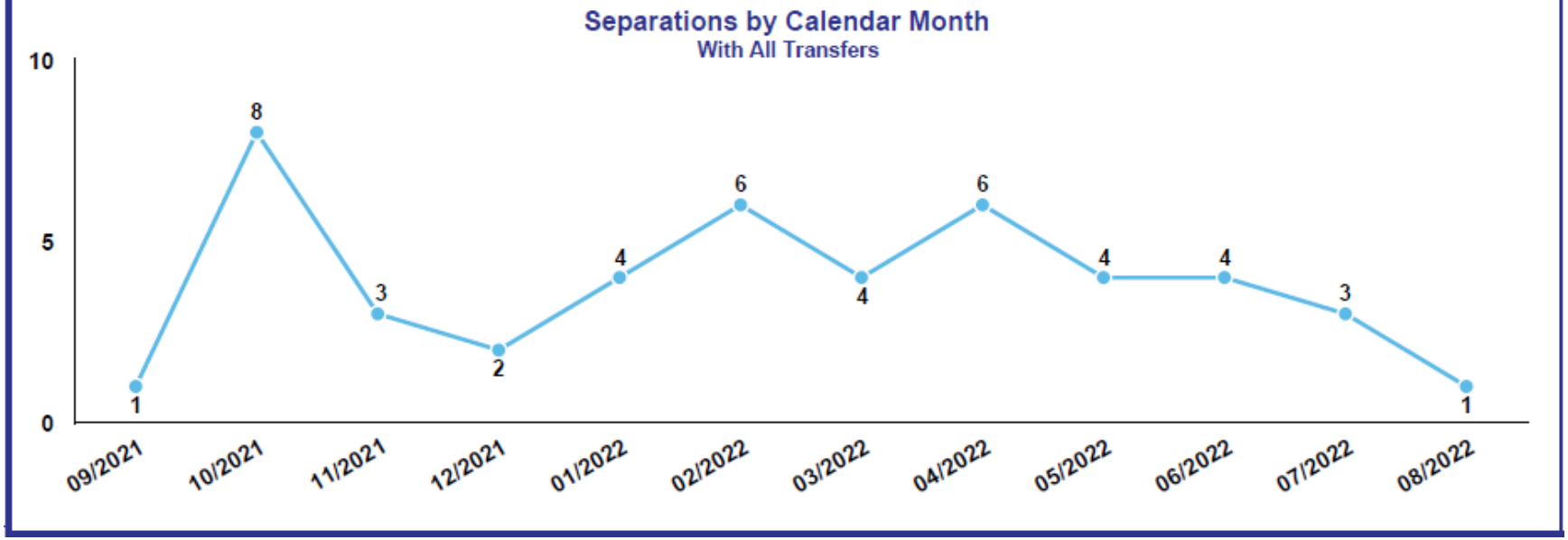
STATE BOARD OF COMMUNITY COLLEGES
North Carolina Community Colleges System Office
System Office Vacancy Metrics for August 2022

Attachment PER 02A

	Total Separations	Turnover %
With All Transfers	46	23.12
With External Transfers	45	22.61
Without Transfers	36	18.09

Total Employees:199





SBCC
08/19/2022

STATE BOARD OF COMMUNITY COLLEGES **Attachment PER 03**

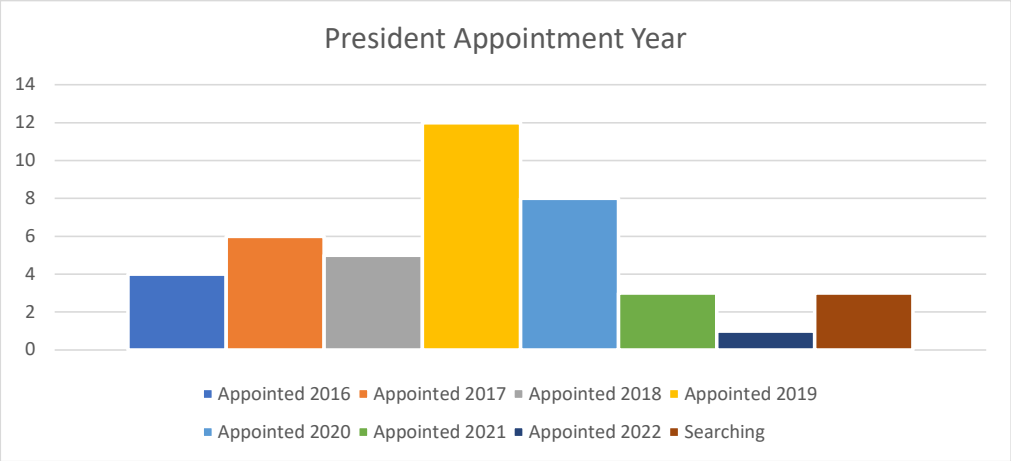
College President Status Report

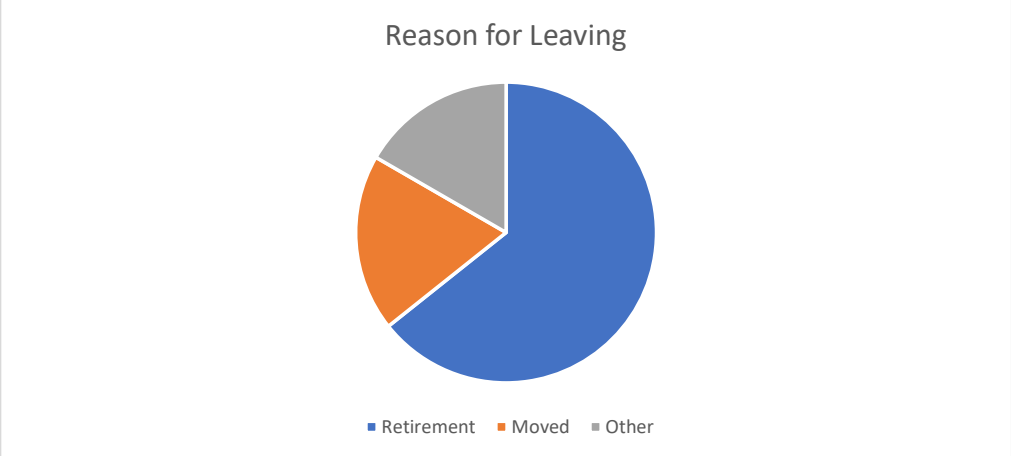
College	President	Appt. Date
Alamance Community College	Dr. Algie C. Gatewood	10/1/2013
Asheville Buncombe Technical Community College	Dr. John Gossett *	7/1/2020
Beaufort County Community College	Dr. David Loope	6/1/2017
Bladen Community College	Dr. Amanda Lee *	2/1/2019
Blue Ridge Community College	Dr. Laura Leatherwood	7/1/2017
Brunswick Community College	Dr. Gene Smith	1/1/2019
Caldwell Community College & Technical Institute	Dr. Mark Poarch	7/1/2016
Cape Fear Community College	Mr. Jim Morton	4/20/2018
Carteret Community College	Dr. Tracy Mancini	6/1/2020
Catawba Valley Community College	Dr. Garrett Hinshaw	8/1/2006
Central Carolina Community College	Dr. Lisa Chapman	4/1/2019
Central Piedmont Community College	Dr. Kandi Deitemeyer *	1/1/2017
Cleveland Community College	Dr. Jason Hurst	4/1/2018
Coastal Carolina Community College	Mr. David Heatherly	1/1/2017
College of The Albemarle	Dr. Jack Bagwell	12/2/2019
Craven Community College	Dr. Raymond Staats	7/20/2015
Davidson-Davie Community College	Dr. Darrin Hartness	1/1/2019
Durham Technical Community College	Mr. John Buxton	7/20/2020
Edgecombe Community College	Dr. Gregory McLeod	8/15/2018
Fayetteville Technical Community College	Dr. J. Larry Keen	8/1/2007
Forsyth Technical Community College	Dr. Janet Spriggs	1/1/2019
Gaston College	Dr. John Hauser *	6/1/2020
Guilford Technical Community College	Dr. Anthony Clarke *	11/1/2019
Halifax Community College	Dr. David Forester (interim)	2/9/2022
Haywood Community College	Dr. Shelley White	1/1/2020
Isothermal Community College	Dr. Margaret Annuziata	2/1/2021
James Sprunt Community College	Dr. Jay Carraway	4/29/2019
Johnston Community College	Dr. Kenneth Boham (interim)	5/16/2022
Lenoir Community College	Dr. Russell Hunt	10/1/2016
Martin Community College	Mr. Wesley Beddard	7/1/2020
Mayland Community College	Dr. John C. Boyd	1/1/2011
McDowell Technical Community College	Dr. Brian S. Merritt	1/1/2021
Mitchell Community College	Dr. Tim Brewer	3/1/2012
Montgomery Community College	Dr. Chad Bledsoe	4/6/2015
Nash Community College	Dr. Lew Hunnicutt	11/1/2019
Pamlico Community College	Dr. James Ross	7/25/2016
Piedmont Community College	Dr. Pamela Senegal	7/1/2017
Pitt Community College	Dr. Lawrence Rouse *	8/1/2018
Randolph Community College	Dr. Elbert Lassiter (Pending)	7/25/2022
Richmond Community College	Dr. W. Dale McInnis	3/1/2010
Roanoke-Chowan Community College	Dr. Murray Jean William	5/1/2021
Robeson Community College	Ms. Melissa Singler	11/1/2019
Rockingham Community College	Dr. Mark Kinlaw	1/20/2015
Rowan-Cabarrus Community College	Dr. Carol S. Spalding	8/11/2008
Sampson Community College	Dr. Bill Starling	3/1/2018
Sandhills Community College	Dr. John R. Dempsey	1/1/1989
South Piedmont Community College	Dr. Maria Pharr	1/1/2017
Southeastern Community College	Dr. Chris English	8/3/2020
Southwestern Community College	Dr. Don Tomas	7/1/2011
Stanly Community College	Dr. John Enamait	8/15/2016
Surry Community College	Dr. David R. Shockley	1/1/2012
Tri-County Community College	Dr. Donna Tipton-Rogers	10/19/2007
Vance-Granville Community College	Dr. Rachel Desmarais	8/11/2018
Wake Technical Community College	Dr. Scott Ralls *	2/1/2019
Wayne Community College	Dr. Patty Pfeiffer	1/1/2022
Western Piedmont Community College	Dr. Joel Welch	7/1/2020
Wilkes Community College	Dr. Jeffrey A. Cox	7/1/2014
Wilson Community College	Dr. Tim Wright	8/1/2015

**Previously served as president at another NCCCS college*

STATE BOARD OF COMMUNITY COLLEGES **Attachment PER 03**
College President Status Report

Appointed 2016	**4**		
Appointed 2017	**6**		
Appointed 2018	**5**		
Appointed 2019	**12**		
Appointed 2020	**8**		
Appointed 2021	**3**	**Retirement**	**27**
Appointed 2022	**1**	**Moved**	**8**
Searching	**3**	**Other**	**7**
Total:	**42**	**Total:**	**42**





AGENDA

State Board of Community Colleges
ACCOUNTABILITY AND AUDIT COMMITTEE
Caswell Building, Dr. W. Dallas Herring State Board Room
Thursday, August 18, 2022 – 1:30 p.m.
Ms. Lisa Estep, Vice-Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – July 14, 2022

For Action

- Compliance Audit – IT User Credentials (Attachment AUD 01)

For Information

- Compliance Review Services Summary Report FY 2021-22 (Attachment AUD 02)
- Review of Charter for Accountability and Audit Committee (Attachment AUD 03)
- Cybersecurity Update

New Business

Adjourn

MINUTES
State Board of Community Colleges
ACCOUNTABILITY AND AUDIT COMMITTEE
Thursday, July 14, 2022, at 9:30 a.m.

ACCOUNTABILITY AND AUDIT COMMITTEE MEMBERS

Mr. William Holder, Chair*	Mr. Andy Penry	Mr. Jerry Vaughan*
Ms. Lisa Estep, Vice Chair	Hon. Terry Van Duyn	Ms. Ann Whitford

*Attended via Zoom

OTHER STATE BOARD MEMBERS

Ms. Latasha Bradford, N4CSGA	Mr. Mark Merritt	Mr. Burr Sullivan
Mr. Bobby Irwin	Mr. Ray Russell	Ms. Sarah West
Mr. Thomas Looney	Ms. Julie Ryan	

*Attended via Zoom

OTHERS

Ms. Dawn Allen, N4CSGA	Ms. Debra Gill, N4CSGA	Ms. Tiffany Skouby, N4CSGA
Ms. Brandy Andrews	Dr. Kimberly Gold	Ms. Heather Spexarth, N4CSGA
Atty. Tawanda Artis	Ms. Tiffany Howell	Ms. Cameron Stewart, N4CSGA
Mr. Kennon Briggs	Ms. Judykay Jefferson	Ms. Emily Thomas, EdNC
Dr. Levy Brown	Dr. Bruce Mack	Ms. Amanda Tolar
Mr. Jason Cobb	Mr. Bryan Matthews*	Ms. Alexandra Versace, N4CSGA
Mr. Patrick Crane	Mr. Cody Peedin, N4CSGA	Mr. Trevares Womack, N4CSGA
Mr. Alex Fagg	Mr. Stephen Reeves	
Mr. Patrick Fleming	Ms. Halima Sharif	

*Attended via Zoom

CALL TO ORDER
Ms. Estep called the Accountability and Audit Committee meeting to order at 9:34 a.m.

ROLL CALL
General Counsel Artis called the roll of the Accountability and Audit Committee members.

ETHICS STATEMENT
Attorney Artis read the Ethics Awareness and Conflict of Interest Statement. No conflicts were noted.

APPROVAL OF THE AGENDA AND MINUTES
Ms. Estep requested a motion to approve the agenda. Ms. Whitford motioned to approve, seconded by the Hon. Terry Van Duyn, and approved by voice vote. Ms. Estep requested a

motion to approve the minutes from the June 7, 2022, meeting. Mr. Holder motioned to approve, seconded by the Hon. Terry Van Duyn, and approved by voice vote.

FOR ACTION

Secondary Employment Audit Report (Attachment AUD 01)

Mr. Matthews discussed Attachment AUD 01. He stated a review of the secondary and dual employment forms maintained by Human Resources from 2018 to 2021 indicated that ten (10) employees did not have the form completed. The auditor's recommendation was that Human Resources follow up with the ten (10) identified employees to get the form filled out. This form is required to be completed on an annual basis. There is a twelve (12) to eighteen (18) month follow up period to confirm the recommendation was applied. Ms. Estep requested a motion to approve the secondary and dual employment audit report. Mr. Holder motioned to approve, seconded by Mr. Sullivan, and approved by a voice vote.

FOR INFORMAITON

College Financial Audit Findings 5 Year Summary Update (Attachment AUD 02)

Mr. Briggs stated there were five (5) new audits completed since the last meeting. Of these recent audits, the only significant finding was with Piedmont Community College where a recording error of a new capital lease was detected in the 2019-2020 audit. The error resulted in a net understatement of capital. The corrective action plan is to implement procedures to rectify the error and prevent any future issues.

Mr. Briggs also addressed the issue of the cost of a private CPA firm versus the cost of the Office of State Auditor's staff to conduct the audits of community colleges. This question was raised in a previous meeting and needed to be researched. He stated all 58 colleges were surveyed on the use of the Office of State Auditor and a private CPA firm. Of the 58 colleges, 71% used the Office of State Auditor which cost about $1.6 million whereas the other 29% used a private CPA which cost about $570,000.00. The average cost per audit with the Office of State Auditor was $40,000.00 and $33,500.00 for a private CPA firm.

College Compliance Reviews 4 Year Summary Update (Attachment AUD 03)

Ms. Tolar discussed the update to the College Compliance Reviews 4 Year Summary previously presented to this committee. She stated that several reviews were completed since the last meeting. However, two (2) reviews were pending the final reports and expected to be completed by the end of Mr. Briggs's tenure at the System Office. Fayetteville Tech had a more significant finding so it will have another review next year to ensure compliance. Prior to the next review, training and coaching would also be provided to avoid a repeat of these finding.

MINUTES
State Board of Community Colleges
ACCOUNTABILITY AND AUDIT COMMITTEE
Thursday, July 14, 2022, at 9:30 a.m.

Internal Audit Charter (Attachment AUD 04)

Mr. Matthews stated he updated the Internal Audit Charter upon coming on board the System Office. The charter was included on the agenda as a for information item at this meeting, but its approval was pending the completion of the other committee charters. Once it was approved, it would then be sent to the Office of State Budget and Management.

Internal Audit Action Plan (Attachment AUD 05)

Mr. Matthews stated the previous audit plan lacked some needed documentation. He is working on adding audit programs and workpaper templates for consistency across the audits and to conform with standards. He was also working on a more reliable audit plan tied to availability based on a calculation of hours required for specific tasks. The QAR (Quality Assessment Review) was in the works for completion. A QAR request was submitted to OSBM, and this would require internal audit resources during the process of the review. The Risk Assessment was also in process and will focus on high-risk areas of the organization. An outside vendor had been contracted to complete the assessment with an anticipated completion date mid-August.

Cybersecurity Update

Mr. Patrick Fleming and Mr. Stephen Reeves provided an update on cybersecurity. The focus remains on students, business transformation, and shared vision. The Information Security Officers have conducted listening sessions with colleges regarding the adoption of the statewide information security manual. The Rural College Broadband Phase II was to improve technology infrastructure at the state's rural community college campuses. There is an allocation of $1.2 million to provide host improvement security audits of the 25 participating colleges. A third-party vendor will conduct an assessment which would gauge the colleges baseline and build from that point. The CIS to the Cloud Phase II included continuous improvement of the AWS hosting environment that 54 (fifty-four) of our colleges exist in today. The objective is to continuously improve the security posture and the correct configuration model for the colleges so that they may exist in a more secure environment. Mr. Fleming stated they were working on getting the remaining colleges on board with the AWS configuration as well.

NEW BUSINESS

No new business.

MINUTES

State Board of Community Colleges
ACCOUNTABILITY AND AUDIT COMMITTEE
Thursday, July 14, 2022, at 9:30 a.m.

ADJOURNMENT

Ms. Estep declared the meeting adjourned at 10:39 a.m.

Respectfully submitted,
Halima Sharif
Recording Secretary

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Dr. William S. Carver, Interim President

COMPLIANCE AUDIT

IT USER CREDENTIALS

August 4, 2022

Bryan Matthews, Director of Internal Audit

INTRODUCTION

Background

New employees hired by the System Office are provided two (2) sets of electronic identification credentials: NCID, a state credential managed separately from the System Office, and SOID (System Office Identification), which is an agency authentication credential that is managed internally. Employees are occasionally given additional credentials related to specific services (such as Amazon Web Services and DocuSign) depending on work needs, but every employee will have the two (2) core authentication credentials of an NCID and SOID.

Management of employee SOID credentials include activation upon beginning work with the System Office, and deactivation upon separation from employment with the System Office. It also includes password management to include tracking password reset and password credentials timing.

Objective, Scope, and Methodology

The audit objective was to determine if employee SOIDs were deactivated properly after the employee separated from employment with the System Office. Deactivating employee credentials ensures former employees will no longer have access to the System Office's electronic environment after separation.

The scope of this audit was limited to the active employee SOID credentials and a listing of active System Office employees. Access was provided to the System Office Active Directory report showing all active and inactive SOIDs; the audit was limited to a review of the credentials listed as active.

The Chief Information Security Officer provided a link to a HTML Active Directory report, which included all active and inactive SOIDs as of August 11, 2021. A list of all active System Office employees was obtained from the Director of Human Resources as of August 18, 2021. This list was compared against the Active Directory report to determine if there were any active SOID credentials for employees that were no longer employed at the System Office.

FINDINGS

The errors found during the audit are summarized below:

- One (1) employee had an active System Office ID but was no longer employed with the System Office.
- One (1) temporary employee had an active System Office ID but was no longer employed with the System Office. The temporary employee had an email with an autoreply letting the sender know that that they were no longer with the System Office and the email was still monitored to forward questions to the appropriate people.
- One (1) intern had an active System Office ID but was no longer employed with the System Office.

The error regarding the former employee appeared to be the result of IT failing to remove access after being notified by HR to remove the individual's access upon separation. The error regarding the temporary employee and intern appeared to be the result of the employee's supervisor failing to inform HR or IT of the individual's separation.

RECOMMENDATIONS

Due to the findings noted above, the following recommendation is presented to assist with ensuring SOID credentials are deactivated upon separation from employment with the System Office.

Recommendation 1

The employee separation checklist currently lists the supervisor as having responsibility to ensure that any special computer access has been terminated, but nothing specific to basic Active Directory SOID access. It is recommended that Active Directory SOID access termination be specifically addressed in the separation checklist to include all employees (regardless of whether permanent, temporary, intern, or contractor).

Management Response

HR agrees with the recommendation and will add the temporary, intern, and contractor as part of the separation checklist process.

Recommendation 2

Additional on-boarding and off-boarding training should be provided to supervisors and executive assistants to remind them of the responsibility of notifying HR of the separation of employees (regardless of whether permanent, temporary, intern, or contractor), so access is terminated in the future.

Management Response

HR will continue to provide training and reminders to supervisors and executive assistants on the importance of notifying appropriate personnel when it comes to on-board and off-board permanent, temporary, intern, and contractor employees.

Recommendation 3

It was also noted during the engagement that IT can automatically disable accounts based on selected parameters such as 45 days of inactivity, but this is not currently being used. It is recommended that IT utilize these automated controls to increase protection against unauthorized access to the System Office's IT systems.

Management Response

IT has submitted an Operational Demand to make the change to align account management with SCIO-SEC-301 AC-2(3) which is inactivity for 90 days and deletion after 365 days and should be implemented by October 31, 2022.

COMPLIANCE REVIEW SERVICES

SUMMARY REPORT

FISCAL YEAR 2021-2022

North Carolina Community College System
State Board and Internal Auditing
Compliance Review Services
200 West Jones Street
Raleigh, North Carolina 27603

North Carolina Community College System Compliance Review Services
Summary of Compliance Reviews Conducted Fiscal Year 2021-2022

Clean Report with no Coaching Letter — **6**

Cleveland Community College
Edgecombe Community College
Montgomery Community College
Randolph Community College
Southwestern Community College
Surry Community College

15

Clean Report with Coaching Letter

Beaufort Community College (CE)
Carteret Community College (CU & CE)
Central Carolina Community College (CU)
Central Piedmont Community College (CU & CCR)
Coastal Carolina Community College (CE)
Craven Community College (CU)
Davidson-Davie Community College (CU)
Haywood Community College (CU)
Mitchell Community College (CU & CE)
Pitt Community College (CU & CE)
Rockingham Community College (CU)
Sampson Community College (CU)
Sandhills Community College (CU)
Stanly Community College (CU)
Wilkes Community College (CE)

Final Report with Finding — **3**

Isothermal Community College
(Minimal CU & Minimal CE)

Martin Community College
(Minimal CE; Material CCR)

Nash Community College
(Material CCR)

Final Report with Finding and Coaching Letter — **4**

Fayetteville Techical Community College
(Material CCR & Minimal CE)
Coaching Letter CU, CE, and CCR)

Forsyth Tech Community College
(Minimal CU)
(Coaching CU)

Lenoir Community College
(Minimal CU; Material CCR)
(Coaching Letter CU & CE)

Western Piedmont Community College
(Minimal CE; Minimal CCR)
(Coaching Letter CU)

Total Compliance Reports FY 2021-2022 — **28**

3-Year Summary

	2019-2020*	2020-2021**	2021-2022
Clean Report with no Coaching Letter	6	8	6
Clean Report with Coaching Letter	17	15	15
Final Report with Finding	3	4	3
Final Report with Finding / Coaching Letter	1	2	4
Total Reviews For Year	27	31	28
Total w/Findings	4	6	5
Percent	15%	19%	18%

*Due to the Covid lockdown, ten of the colleges reviewed in 2019-2020 were completed in Fall 2020.

**Due to the impact of Covid, only Summer Semester 2019 and Fall Semester 2020 were included in the 2020-2021 review.

Contact:

Amanda Tolar
Director of Compliance Services

STATE BOARD OF COMMUNITY COLLEGES
Accountability and Audit Committee Charter

I. Background

The State Board of Community Colleges derives its authority from the State Board Code. The Accountability and Audit Committee was established on March 16, 2007 in response to recommendations for improving the operations of the Community College System outlined in a State Auditor's letter of December 29, 2005 to President Martin Lancaster and the statewide Performance Audit entitled "Internal Auditing in North Carolina Agencies and Institutions" dated September 2006.

II. Purpose

The purpose of the Accountability and Audit Committee is to ensure strong and effective systems of internal controls within the North Carolina Community College System and to clearly indicate responsibilities related to that system of internal controls, and to strengthen internal audit activities within the North Carolina Community College System.

III. Organization

The Accountability and Audit Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board of Community Colleges shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated at the discretion of the Chair of the State Board of Community Colleges.

IV. Meetings

Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board of Community Colleges. The Accountability and Audit Committee shall meet on the same schedule as the other standing committees, as determined by the State Board of Community Colleges.

V. Responsibilities

The responsibilities of the Accountability and Audit Committee shall be:

1. To ensure that each division of the System Office and community colleges have in place processes and procedures that assess the following areas:
    a. Effectiveness and efficiency of operations
    b. Reliability and integrity of financial and operational information
    c. Safeguarding of assets, and
    d. Compliance with laws, regulations, and contracts;
2. To determine if appropriate controls are in place to mitigate risk, and to develop details on how identified areas of risk will be minimized;
3. To ensure that appropriate information to make well-informed decisions is received; and
4. To report to the full Board on an on-going basis.

DRAFT

VI. Duties

The specific duties of the Accountability and Audit Committee shall include:

1. Review the work performed at the System Office and community colleges by the Office of the State Auditor, CPA firms, and other advisors and report to the State Board of Community Colleges on these activities. The report to the State Board of Community Colleges should include, but not be limited to, audit reports, reviews, investigations, special assignments, findings, responses and resolutions;
2. Participate, when necessary, in training sessions related to system-wide internal controls and internal/external audit issues;
3. Study, review, and report on regulatory changes by government agencies, regulatory authorities, and accreditation bodies that impact the System Office and college procedures and make recommendations to the Board on actions to be taken;
4. Review findings of annual compliance reviews, conducted by the System Office Compliance Services unit, of each college; and
5. Review and resolve any inconsistencies found with internal control procedures and conflicts of interest situations.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Accountability and Audit Committee Charter.

Contact(s)

Bryan Jenkins
Executive Director of Accountability and State Board Affairs

DRAFT

AGENDA

State Board of Community Colleges
STATE BOARD POLICY AND GOVERNANCE COMMITTEE
Caswell Building, Dr. W. Dallas Herring State Board Room
Thursday, August 18, 2022 – 2:15 p.m.
Mr. Jerry Vaughan, Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – July 14, 2022

For Action

- Recommendation for Initial Proprietary School Licensure (Attachment SBPG 01)

For Information

- Proprietary Schools of North Carolina Annual Report 2022 (Attachment SBPG 02)
- State Board Handbook (Attachment SBPG 03)
- Review of Charter for State Board Policy and Governance Committee (SBPG 04)
- Report from Governance Sub-committee on Board Engagement

New Business

Adjourn

MINUTES
State Board of Community Colleges
SBCC BOARD POLICY AND GOVERNANCE COMMITTEE
Thursday, July 14, 2022

SBCC BOARD POLICY AND GOVERNANCE COMMITTEE MEMBERS PRESENT

Mr. Jerry Vaughan, Chair	Dr. Shirley Carraway	Ms. Julie Ryan
Mr. William Holder, Vice-Chair*	Mr. Mark Merritt	Hon. Ray Russell
Ms. LaTasha Bradford	Mr. Hari Nath	Ms. Ann Whitford

*Attended via Zoom

OTHER BOARD MEMBERS PRESENT

Dr. Grant Campbell	Mr. Bobby Irwin	Ms. Sarah West
Mr. Jonathan Harris	Mr. Burr Sullivan	

*Attended via Zoom

OTHERS IN ATTENDANCE

Ms. Dawn Allen, N4CSGA	Dr. Kimberly Gold	Pres. Janet Spriggs, Forsyth Tech CC
Mr. Neal Alexander*	Ms. Tiffany Howell	Ms. Cameron Steward, N4CSGA
Atty. Tawanda Artis	Dr. Bruce Mack	Pres. Thomas Stith, NCCCS
Mr. Kennon Briggs	Mr. Cody Peedin, N4CSGA	Mr. D. Jacob Surratt
Mr. Scott Corl	Pres. Mark Poarch, Caldwell CC	Mr. Nathan Vasquez
Pres. Jeff Cox, Wilkes CC	Pres. Dale McInnis, Richmond CC	Ms. Alexandra Versace, 4NCSGA
Dr. Patrick Crane	Ms. Halima Sharif	Mr. Tavares Womack, 4NCSGA
Mr. Patrick Fleming	Ms. Tiffany Skouby, N4CSGA	
Ms. Debra Gill, N4CSGA	Ms. Heather Spexarth, N4CSGA	

*Attended via Zoom

CALL TO ORDER
Mr. Vaughan called the SBCC Policy and Governance Committee meeting to order at 2:02 p.m.

ROLL CALL
General Counsel Artis called the roll of the SBCC Policy and Governance Committee members.

ETHICS STATEMENT
Attorney Artis read the Ethics Awareness and Conflict of Interest Statement. No conflicts were noted.

APPROVAL OF THE AGENDA AND MINUTES
Mr. Vaughan requested a motion to approve the agenda. Dr. Carraway motioned to approve the agenda, seconded by Ms. Ann Whitford, and approved by voice vote. Mr. Vaughan requested a motion

to approve the minutes from May 19, 2022. Mr. Merritt motioned to approve the minutes, seconded by the Hon. Ray Russell, and approved by a voice vote.

FOR ACTION

Recommendation of the State Board of Proprietary Schools to Revoke the Proprietary School License of Complete Dental Assisting Academy with Supporting Investigation Report (Attachment SBPG 01)

Mr. Corl provided a review of the information in Attachment SBPG 01. He stated that a two (2) month investigation was conducted into the Complete Dental Assisting Academy after complaints from students. The investigation found seven (7) violations of statutory and/or State Board Code provisions that may cause harm to students as well as the public. The report was sent to the owner of the school; however, she did not reply or respond to the report. Based on the findings, it was the recommendation of the State Board of Proprietary Schools to revoke the license of Complete Dental Assisting Academy. Mr. Vaughan requested a motion to approve the recommendation. Mr. Nath motioned to approve, seconded by Dr. Carraway, and approved by voice vote.

Recommendation for Student Repayment (Attachment SBPG 02)

Mr. Corl stated the owners of National Personal Training Institute of Charlotte alleged that the director of the school misappropriated student funds. There were seven (7) students impacted directly by the misappropriation of funds. The owners of the school do not have the funds to repay the students. Mr. Corl added there was a student protection fund that was designed to reimburse students for situations such as this. He stated Attachment SBPG 02 was before the Committee to authorize a transfer from the student protection fund to the Community College System Office from which the students would be reimbursed. After some discussion, Mr. Vaughan requested a motion to approve the recommendation. Dr. Carraway motioned to approve, seconded by Mr. Nath, and approved by voice vote.

FOR INFORMATION

State Board Handbook - Table of Contents (Attachment SBPG 03)

General Counsel Artis stated she was asked to prepare the State Board handbook a few months ago. The handbook came about as a result of the work of the State Board Self Evaluation subcommittee and their work. Attachment SBPG 03 is a draft of the proposed table of contents reflecting items to be included in the handbook. Feedback was requested and any recommendations for additions to the table of contents and input on the handbook would be taken into consideration as General Counsel Artis continued to work on the handbook.

State Board-Staff Communications Research (Attachment SBPG 04)

Mr. Briggs presented the findings of his research on communication best practices with the State Board and System Office staff. He recommended communication protocols between the State Board, the System Office President, and the Senior Team of the System Office. The flow of information between the President and governing Board, and between the President and the professional Staff within the

System Office and Colleges, is essential to successful student outcomes. Mr. Briggs commented best practices were identified by leading higher education authorities and the most important factor in best practices in these institutions was that the full board discuss and agree on how they would govern themselves related to communication. A clear delineation of responsibility is necessary to address any concerns and the governance subcommittee will consider all information and will work on of establishing the proper protocol and propose a communication policy between the State Board and the System Office.

By-laws Subcommittee Report (Attachment SBPG 06 and Attachment SBPG 06A)

Mr. Merritt provided an overview of the proposed revisions to the by-laws. He stated the State Board needed to have more control over the agenda, so the revisions were proposed to reflect that the agendas for meetings are to be prepared by the Chair in collaboration with the President of the System Office. He noted under the consecutive absences section of the by-laws, the State Board does not have the statutory authority to remove someone's appointment by the Governor or the General Assembly. However, the State Board does have the authority to declare the position vacant and report it to the entity that appointed the member. Another change was proposed regarding standing committees. The subcommittee felt it was more appropriate for the standing committees to have charters where the State Board collectively established the responsibilities of the committees. Additionally, a provision to be added to the by-laws grants the State Board full access to all records at the System Office. In exercising this access, the State Board members are expected to use good judgment so as not to interfere with the operations of the System Office.

Proposed Committee Charters (Attachment SBPG 05)

Mr. Merritt proposed that the Chair and Vice Chair of each standing committee review the current committee charter from the perspective of their oversight and policy making role as well as review the strategic plan to map the key priorities of the strategic plan to committees for oversight and reporting on progress. Once the strategic plan is finalized, committee charters will be revised to make sure that the committee's scope matched the relevant portions of the strategic plan that maps to their committee. Two new standing committees were recommended after feedback and discussion. One committee would oversee communications, marketing, and media and the other committee focus on workforce development. Mr. Merritt requested that Attorney Artis continue to work on preparing the complete handbook for the State Board's comments at the next meeting. Also, Mr. Sullivan announced that the by-laws subcommittee was renamed as the Governance Sub-Committee on Board Engagement. Mr. Vaughan stated Attorney Artis provided a written response to the questions previously asked by Ms. Carraway relating to the statewide faculty association. He recommended everyone review the document and it could be addressed at the next meeting.

NEW BUSINESS

No new business

MINUTES
State Board of Community Colleges
SBCC BOARD POLICY AND GOVERNANCE COMMITTEE
Thursday, July 14, 2022

ADJOURNMENT

Mr. Vaughan declared the meeting adjourned at 3:09 pm.

Respectfully submitted,
Halima Sharif
Recording Secretary

STATE BOARD OF COMMUNITY COLLEGES

Recommendation for Initial Proprietary School Licensure

The State Board of Proprietary Schools recommends approval to license the following Proprietary Schools, as required under Article 8, Chapter 115D, North Carolina General Statutes, starting upon approval by the State Board of Community Colleges and ending June 30, 2023 to offer the programs listed.

ACCELERATED DENTAL ASSISTANT ACADEMY-- CONCORD
8528 Pit Stop Court NW #30
Concord, NC 28027

Program	Clock Hours
Dental Assisting	80

ACCELERATED DENTAL ASSISTANT ACADEMY-- GASTONIA
4008 E. Franklin Blvd., #100
Gastonia, NC 28056

Program	Clock Hours
Dental Assisting	80

ACCELERATED DENTAL ASSISTANT ACADEMY-- HICKORY
1085 Lenoir Rhyne Blvd., SE
Hickory, NC 28602

Program	Clock Hours
Dental Assisting	80

HOPE OF SOLACE INSTITUTE
5440 Atlantic Spring Road, Suite 109
Raleigh, NC 27616

Program	Clock Hours
Nurse Aide I	124

LAKE NORMAN GROOMING ACADEMY
19507 West Catawba Avenue, Unit J
Cornelius, NC 28031

Program	Clock Hours
Dog Grooming Technician	150
Dog Groomer	150
Dog Stylist	150

MITCHENER COLLEGE
1100 B. South Pollock Street
Selma, NC 27576

Program	Clock Hours
Business Administration	600

SANKOFA TRAINING & WELLNESS INSTITUTE
201 North Front Street, Suite 601
Wilmington, NC 28401

Program	Clock Hours
Nurse Aide I	124

SENIOR CARE TRAINING CENTER
1311 Westbrook Plaze Drive #101
Winston-Salem, NC 27103

Program	Clock Hours
Nurse Aide I	159

PROPRIETARY SCHOOLS OF NORTH CAROLINA

ANNUAL REPORT: 2022

Submitted by the State Board of Proprietary Schools to the State Board of Community Colleges Pursuant to §115D-89.3 of the North Carolina General Statutes.

NORTH CAROLINA GENERAL STATUTE 115D-89.3

Pursuant to North Carolina General Statute §115D-89.3, the State Board of Community Colleges shall receive a written report annually from the State Board of Proprietary Schools to include the number of schools receiving initial licenses during the previous year, a list of currently licensed proprietary schools, school closures during the previous year, including a complete report of actions concerning any catastrophic closures, complaints received and resulting decisions or actions, total fees received, and balances of the Commercial Education Fund and the Student Protection Fund.

ANNUAL REPORT SUMMARY

1. Initially Licensed Schools 2021 - 2022: 17 ---------- Table A, Page 4
2. Proprietary School Closures 2021 - 2022: 7 ---------- Table B, Page 4
3. Student Complaints and Resulting Actions: 3 ----------Table C, Page 5
4. Licensed Proprietary Schools 2022 - 2023: 111 ----------Table D, Page 7
5. Total License Fees Received 2021 - 2022: $305,100 ---- Table E, Page 8
6. Commercial Education Fund Balance: $961,055.95 ------ Table F, Page 8
7. Student Protection Fund Balance: $1,289,873.88 --------- Table F, Page 8

North Carolina Board of Proprietary Schools

Victor Riley, *Chair*

Kristopher Loretz, *Member*

John Pettitt, *Secretary*

Tony Galati, *Member*

Luis Lobo, *Member*

Robyn Klose, *Member*

Antwine Jackson, *Vice Chair*

North Carolina Office of Proprietary Schools

Scott Corl, *Executive Director*

corls@nccommunitycolleges.edu; 919-807-7061

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mcallisterr@nccommunitycolleges.edu; 919-807-7149

Mailing Address: 5001 Mail Service Center, Raleigh, NC 27699-5001

Street Address: 200 West Jones Street, Raleigh, NC 27603-1379

INITIALLY LICENSED SCHOOLS

(July 1, 2021 – June 30, 2022)

Seventeen proprietary schools were initially licensed during the 2021 - 2022 fiscal year.

TABLE A: Initially Licensed Proprietary Schools, 2021-2022 (17)

Accelerated Dental Assisting Academy - Greensboro	National Institute of Dental Assisting
Accelerated Dental Assisting Academy - Hendersonville	NC Dental U - Cary
Advanced Medical NC Training College	NC Dental U - Jacksonville
Arch Dental Assisting Academy	North Carolina Assisted Living Consulting
DA 1.5 Dental Assisting School	Phlebotomy Training Specialists
Dental Assisting Preparatory Academy	SembraSchool
EHC Health Career Institute	The Ayurvedic Institute
Innovation Institute of Healthcare Solutions	The Dental Assisting Institute at Huntersville
Kannapolis Dental Academy	

PROPRIETARY SCHOOL CLOSURES

(July 1, 2021 – June 30, 2022)

Seven schools closed during the 2021 - 2022 licensing year.

TABLE B: Proprietary School Closures, 2021 - 2022 (7)

Blue Light (Initially Licensed 2020)	Institute for Guided Studies (Initially Licensed 2017)
Carolina School of Broadcasting (Initially Licensed 1992)	Kendera Medical Academy (Initially Licensed 2021)
College of Wilmington (Initially Licensed 2008)	Making Visions Training Center (Initially Licensed 2018)
*Complete Dental Assisting Academy (Initially Licensed 2020)	

***Complete Dental Assisting Academy (Leland, NC)**

On November 15, 2021, the Office of Proprietary Schools initiated an investigation into Complete Dental Assisting Academy. On May 6, 2022, State Board of Proprietary Schools unanimously rejected the school's voluntary surrender of its proprietary license and recommended the State Board of Community Colleges formally revoke the school's proprietary license. The State Board of Community Colleges revoked Complete Dental Assisting Academy's proprietary license on July 15, 2022.

STUDENT COMPLAINTS RECEIVED AND RESULTING ACTIONS

(July 1, 2021 – June 30, 2022)

The Office of Proprietary Schools has written procedures for handling student complaints. The complaint procedure and appropriate forms are posted online at: http://www.nccommunitycolleges.edu/proprietary-schools.

TABLE C: Student Complaints Received, July 1, 2021 - June 30, 2022 (3)

Complaints Received	Actions Taken
Complaint 1	Licensing violation not found
Complaint 2	Mutually resolved by the parties
Complaint 3	School directed to refund student

Complaint #1:

In July 2021 OPS received a student complaint against a school in Charlotte, requesting a refund. The student completed all instruction and received a certificate of completion in May 2020 and submitted a positive review of the instruction to the school. OPS found the complaint did not establish a violation of licensing standards or any serious deviation of educational standards imposed by the State Board of Community Colleges.

Complaint #2

In February 2022 OPS received a student complaint against a school in Harmony, requesting a refund for student housing (the school refunded the student for tuition and fees). The parties mutually resolved the dispute.

Complaint #3:

In March 2022 OPS received a student complaint against a school in Harmony, requesting a tuition refund. The student and school presented different calculations regarding whether the student withdrew prior to completing 25% of the program. The Office of Proprietary schools determined the student was due a 75% refund in accordance with the proprietary statute and directed the school to take necessary actions to refund the student.

LICENSED PROPRIETARY SCHOOLS

(July 1, 2022 – June 30, 2023)

On May 20, 2022, the State Board of Community Colleges approved license renewals for 110 proprietary schools. The licenses run from July 1, 2022 – June 30, 2023.

TABLE D: Renewal Licenses, FY 2022 - 2023 (110)

A.I.M Medical Training College	Effinity Healthcare Training	NC Dental U – Wake Forest
Accelerated Dental Assisting Academy - Boone	EHC Health Career Institute	Neslyn Health Institute
Accelerated Dental Assisting Academy - Cary	Everblue Training Institute	New Horizons of Raleigh
Accelerated Dental Assisting Academy - Greensboro	Fast Track Career Prep	North Carolina Assisted Living Consulting
Accelerated Dental Assisting Academy - Hendersonville	Gwinnett College	North Carolina Technical Education Center
Advanced Medical NC Training College	Hands On Dental Assistant Training	Parsity
Airstreams Renewables	Harmony Health Career Training Institute	Phlebotomy Training Specialists
American Academy of Healthcare	Heavy Equipment Colleges of America	Piedmont Dental Assistants
Animal Behavior Institute	Highland Canine Training	**(1)** Pit Instruction & Training
Arch Dental Assistant Academy	Ideal Health Institute	Premier Dental Assisting Academy
Arise Health Training Institute	Innovation Institute of Healthcare Solutions	ProTrain College
Aviation Institute of Maintenance	Innovative Systems Group	Sandhills Dental Career Center
Blooming Heart School of Health	Jacksonville Dental Assistant School	SembraSchool

Care One Health Training Institute	Joyful Belly School of Ayurveda	Serenity Nurse Aide Academy
Caring For Life – Castle Hayne	Kannapolis Dental Assisting Academy	Shades of Purple
Caring For Life - Jacksonville	Lake Norman Dental Assisting School	South College of Tennessee
Carolina School of Phlebotomy	Lakeside Dental Assisting School	**(2)** Southeastern College
Charlotte Dental Assistant School	Legacy U Healthcare Consulting & Training Center	Southern College of Health Sciences
Chaz Training School	Living Arts College – High Point	Stepping Stone Medical
Chosen Healthcare Institute - Charlotte	Living Arts College – Raleigh	**(1)** STRAC Institute
Chosen Healthcare Institute - Lumberton	**(3)** Miller-Motte College - Fayetteville	Sunrise School of Dental Assisting -Fayetteville
Coder Center	**(3)** Miller-Motte College - Jacksonville	Sunrise School of Dental Assisting -Greensboro
Coder Foundry	**(3)** Miller-Motte College - Raleigh	Sunrise School of Dental Assisting -Raleigh
CompTIA Tech Career Academy	**(3)** Miller-Motte College - Wilmington	Tarheel Canine Training
(1) CSB Media Arts Center	Momentum Learning	The Ayurvedic Institute
Cumberland Nursing Academy	More Than Conquerors College	The School of Skilled Trades
D.A. Academy of NC	**(2)** Mount Eagle College	Triangle School of Dental Assisting
DA 1.5 Dental Assisting School	MyComputerCareer @ Charlotte	Triple A Phlebotomy
Dental Assisting Preparatory Academy	MyComputerCareer @ Raleigh	Umanah Healthcare Institute -Charlotte
Dental Assistant Training Centers	NASCAR Technical Institute	Umanah Healthcare Institute -Gastonia
Dental Staff Institute	National Institute of Dental Assisting	Unity Nursing Institute
(2) Discovery Diving	**(1)** National Personal Training Institute of Charlotte	**(1)** Wisdom Health Academy
Diversified Healthcare Training Institute	NC Dental U - Cary	
Divine Health Academy	NC Dental U - Charlotte	
Durham Dental Assistant School	NC Dental U - Fayetteville	
ECPI University - Charlotte	NC Dental U - Goldsboro	
ECPI University - Greensboro	NC Dental U - Greenville	

ECPI University - Raleigh	NC Dental U - Jacksonville	
EduDent School of Dental Assisting	NC Dental U - Smithfield	

(1) Recommendation is contingent upon submission of quarterly financial reports (July 1, 2022 – June 30, 2023), immediate notice of any financial default, and submission of a financial improvement plan as directed by the Office of Proprietary Schools.

(2) Recommendation is contingent upon submission of quarterly financial reports (July 1, 2022 – June 30, 2023) to the Office of Proprietary Schools, and immediate notice of any financial default.

(3) Recommendation is contingent upon submission of quarterly financial reports (July 1, 2022 – June 30, 2023), submission of a financial improvement plan as directed by the Office of Proprietary Schools, and immediate notification of any financial defaults, or any change in heightened cash monitoring (HCM) with the U.S. Department of Education or accreditation status.

TABLE D: Initial Licenses, FY 2022 - 2023 (1)

On May 20, 2022, the State Board of Community Colleges approved initial licensing for one proprietary school: The Dental Assisting Institute at Huntersville. The license runs from May 20, 2022 – June 30, 2023.

TOTAL FEES RECEIVED

TABLE E: Total Fees Received, FY 2021 - 2022

(License Fee Receipts as of June 30, 2022)

Fiscal Year	Receipts Collected
2021-2022	$305,100.00
2020-2021	$261,200.00
2019-2020	$237,100.00

(Student Protection Fund Receipts as of June 30, 2022)

Fiscal Year	Receipts Collected

2021-2022	$124,637.43
2020-2021	$110,276.34
2019-2020	$126,528.91

PROPRIETARY SCHOOL FUND BALANCES

TABLE F: Fund Balances as of June 30, 2022

COMMERCIAL EDUCATION FUND	STUDENT PROTECTION FUND
$961,055.95	$1,289,873.88

North Carolina
State Board of Community Colleges
Mr. Burr Sullivan, Chair

Member Handbook
2022-2023

Bill Carver
Interim System President

Vacant
State Board Affairs Liaison

Tawanda Foster Artis
General Counsel

August 2022

Table of Contents

Foreword by the System President 4

Overview of the System 5

Mission Statement 6

Brief History of the NC Community College System 6

System Philosophy 8

The State Board of Community Colleges 10

- Ethics and Conflicts of Interests 10
- Selection and Seating of Board Members 11
- Duties and Responsibilities of the Individual Board Member 11
- Duties and Responsibilities of the State Board Chair 11
- State Board Meetings 12
- Setting the Agenda for Board and Committee Meetings 12
- Standing and Special Committees 13
- Open Meetings Law Overview 14
- Public Records Law Overview 15
- Logistics 16
  - Directions and Parking
  - Map of Downtown Raleigh and the State Government Complex
  - Hotel Reservations
  - Travel Reimbursements
  - Access to System Office/Badges
- System Office Website 23

Role of the System President and Biography 24

Political Activities 25

Financing the Community College System 26

SBCC Roster 27

Trustee Regions Map 30

State Board Meetings Annual Schedule 31

Listing of Colleges, Presidents, and Contact Information 33

North Carolina Association of Community College Presidents (NCACCP) 36

North Carolina Association of Community College Trustees (NCACCT) 36

North Carolina Community College Faculty Association (NCCCFA) 36

Appendices

Appendix 1 – State Board of Community Colleges Meeting Schedule 37

Appendix 2 – State Board of Community Colleges Bylaws 38

Appendix 3 -- Glossary of Relevant Terms 43

Appendix 4 – Commonly Used Community College Acronyms 48

Appendix 5 – Statutory Obligations of the State Board 60

Appendix 6 – State Board of Community Colleges Committee Charters 65

Appendix 7 – State Government Ethics Act 79

Appendix 8 – Attorney General's Opinion Regarding NC Open Meetings Law 132

Appendix 9 – Contact List of System Office Senior Team and Support Staff 136

Appendix 10 – Parliamentary Procedure Quick Reference Chart 139

Appendix 11 –Directory of Restaurants Close to the Longleaf Hotel 140

Foreword by the System President

NOT AVAILABLE AT TIME OF PRINTING

An Overview of the System

The State Board of Community Colleges was established during the 1979 Session of the General Assembly and assumed governance of the 58 community colleges and one technology center on January 1, 1981. Prior to that date, the Community College System was governed as a subdivision of the State Board of Education.

As provided in Chapter 115D of the General Statutes, the State Board of Community Colleges (SBCC) has full authority to adopt the policies, regulations, and standards it deems necessary to operate the System and its member institutions. The Board consists of 22 members: 10 appointed by the Governor (four members-at-large and one member from each of the six trustee association regions); four members-at-large elected by the North Carolina Senate; and four members-at-large elected by the North Carolina House of Representatives. The Lieutenant Governor, State Treasurer, and Commissioner of Labor are ex-officio members. One current community college student, typically the President of the North Carolina Comprehensive Community College System Student Government Association, is also a non-voting ex-officio member.

A Chair and a Vice Chair are elected at the July meeting in odd-numbered years and serve two-year terms. Mr. Burr Sullivan of Lexington was elected as Chairman of the State Board in 2021and will serve until July 2023, with Mr. Bill McBrayer of Hickory serving as Vice Chair.

The State Board of Community Colleges uses a committee structure to facilitate its work. Seven standing committees are employed: the Committee on Accountability and Audit, the Committee on Finance, the Committee on Legislative Affairs, the Committee on Personnel, the Committee on Policy and Governance, the Committee on Programs, and the Committee on Strategic Planning. Special, ad hoc committees and sub-committees are appointed on an as-needed basis. The State Board Chair appoints members and chairs for each committee.

Regular State Board meetings are held on the third Friday of each month in the Caswell Building, located at 200 W. Jones Street in Raleigh, NC. Usually, a spring meeting and a fall meeting are held on community college campuses across the state.

Mission Statement

The mission of the North Carolina Community College System is to open the door to high-quality, accessible educational opportunities that minimize barriers to post-secondary education, maximize student success, develop a globally multi-culturally competent, workforce, and improve the lives and well-being of individuals by providing:

- Education, training and retraining for the workforce, including basic skills and literacy education, occupational and pre-baccalaureate programs.
- Support for economic development through services to and in partnership with business and industry and in collaboration with the University of North Carolina system and private colleges and universities.
- Services to communities and individuals which improve the quality of life.

The Mission Statement was adopted by the State Board in October 1993, and has been revised, reaffirmed, and readopted in subsequent years.

A Brief History of the North Carolina Community College System

The year was 1952. Harry Truman lived in the White House and American soldiers were defending the nation of South Korea. IBM opened its first research laboratory in the area known today as Silicon Valley, and Stan Musial led the Major Leagues by hitting .336 for the St. Louis Cardinals. It was also 1952 when Dr. Allan Hurlburt conducted a study on the need for a system of community colleges in North Carolina. The State Superintendent of Public Instruction had commissioned the study two years earlier and it was Hurlburt's report that led to the General Assembly's adoption of the first Community College Act in 1957 and provided the funding for the community college system, under the leadership of Governor Luther Hodges.

At the same time, a parallel effort was provided by the legislature to create an educational program in industrial education. Funds were allocated by the 1957 General Assembly to begin a system of statewide industrial education centers, whose purpose was to train adults and selected high school students in order to provide a better trained workforce for the state. The five junior community colleges that were initially created were placed under the oversight of what is now the Board of Governors of the University of North Carolina, while the industrial education centers were provided oversight by State Board of Education.

By the time Governor Terry Sanford made education the cornerstone of his education program in 1961, the need to coordinate these two systems was becoming more critical. His goal was to have a college within commuting distance of every citizen in the state, and at a cost that the

average family could afford. Sanford appointed the Governor's Commission on Education Beyond the High School, which became known as the Carlyle Commission. In 1962, the Commission recommended that the two educational systems be brought under the State Board of Education and operated by local boards of trustees.

On May 17, 1963, the General Assembly enacted the Community Colleges Act of 1963, which provided for a Department of Community Colleges that combined the industrial education centers with the new community colleges, under the umbrella of the State Board of Education. In later years, Sanford came to view the creation of the community college system as one of the great achievements of his administration. At that time, there were twenty industrial education centers, six community colleges (three of which became four-year schools in 1963), and five extension units. Within three years, the number of institutions had grown to forty-three and reached its present number of fifty-eight in 1978.

In 1979, the General Assembly again turned its attention to the growing system and established an independent agency known as the North Carolina Community College System. Central to this organization was the creation of the State Board of Community Colleges, which was given authority to adopt and administer the policies and regulations that would govern the system. The State Board has had eleven persons to serve as Chair:

Carl Horn, Executive with Duke Power Company (1981-1983)
John A. Forlines, President of the Bank of Granite (1983-1989)
William F. Simpson, Owner of the Sanitary Cafe (1989-1993)
Lt. Governor Dennis A. Wicker (1993-1999)
Dr. G. Herman Porter, Retired Community College President (1999-2001)
James J. Woody, Jr. of Chandler Concrete (2001-2005)
Hilda Pinnix-Ragland of AHK Global Resources, LLC (2005- 2013)
Dr. Linwood Powell of Fayetteville, (2013-2016)
Scott Shook of Greenville (2016-2019)
Mr. Breeden Blackwell of Fayetteville, (2019-2021)
Mr. Burr Sullivan of Lexington, (2021- Present)

The North Carolina Community College Systems has had ten (10) presidents:

I.E. Ready (1963-1970)
Ben E. Fountain, Jr. (1971-1978)
Larry Blake (1978-1983)
Former Governor Robert W. Scott (1983-1995)
Lloyd V. Hackley (1995-1997)
H. Martin Lancaster (1997- 2008)
R. Scott Ralls (2008-2015)
James C. (Jimmie) Williamson (2016-2017)
Peter Hans (2018-2020)
Thomas A. Stith, III (2021-2022)

Dr. W. Dallas Herring The "Godfather" of North Carolina's Community College System

No history of the System would be complete, however, without recognition of the man who became its driving force in those very early days. Dr. W. Dallas Herring served as chairman of the State Board of Education from 1957 to 1977, and it was Herring who championed the Open-Door philosophy which forms the cornerstone of our existence. "The only valid philosophy for North Carolina is the philosophy of total education…..That is why the doors to the institutions of North Carolina's system of community colleges must never be closed to anyone of suitable age who can learn what they teach. We must take people where they are and carry them as far as they can go within the assigned functions of the system."

Herring's philosophy of the role of community colleges has been the guiding principle of the North Carolina Community College System for the past 40 years. It continues today as it began: an open door to opportunity for enhanced job skills, literacy services, and adult education in North Carolina.

Philosophy

More than four decades ago, Dr. Dallas Herring laid the cornerstone in what has become the third largest system of community colleges in the nation (only California and Florida are larger). Herring's philosophy was embraced by the General Assembly in the creation of the System, and his remarks continue to be the foundation upon which our System is built:

> The only valid philosophy for North Carolina is the philosophy of total education; a belief in the incomparable worth of all human beings, whose claims upon the state are equal before the law and equal before the bar of public opinion, whose talents (however great or however limited or however different from the traditional) the state needs and must develop to the fullest possible degree.
>
> If they cannot read, then we will teach them to read and make them proud of their achievement. If they did not finish high school, but have a mind to do it, then we will offer them a high school education. If their talent is technical or vocational, then we will provide them with knowledge and skill they can sell in the marketplaces of our state. If

> their needs are in the great tradition of liberal education, then we will provide them instruction which will enable them to go on to the university or to senior college and on into life in numbers unheard of in North Carolina. If their needs are for cultural achievement, intellectual growth or civic understanding, then we will make available to them the wisdom of the ages and the enlightenment of our times and help them to maturity

The symbol of the North Carolina Community College System is a series of open doors, an image that sprang from the mind of the late Dr. I.E. Ready, the System's first president, based on Herring's philosophy:

> Any person who is 18 years old or older, whether a high school graduate or not, can find in one of these institutions an educational opportunity fitted to his ability and his needs. This is what the open-door admission policy means. For any applicant who seriously wants and needs more education, the door of the institution is open….Many doors within the institution opening into different vocational programs must therefore be provided, with the one door to basic elementary and secondary-level studies open to all who need a second chance in order to make up for deficiencies….Teachers must be good teachers, well-educated themselves in the subjects they teach, skilled in the art of teaching, and deeply concerned that their students succeed in their educational tasks. Universal education opportunity beyond the high school through the open-door policy will mean little unless this goal is accomplished.

The State Board of Community Colleges

Ethics and Conflicts of Interests

Members of the State Board of Community Colleges are public officers as defined by the North Carolina General Statutes and, as such, have an obligation flowing from this public trust to carry out their official actions in a moral and ethical manner. In 2001, then Governor Michael Easley issued Executive Order No. 1 (EO No. 1) which detailed the manner in which public officers and public servants were to conduct themselves in the performance of their duties and established the North Carolina Board of Ethics. This executive order was extended twice (EO No. 51 and EO No. 76). Subsequently EO No. 1 was terminated by Executive Order No. 116 in 2007 after the passage of the State Government Ethics Act. Under this Ethics Act, the Board of Ethics was replaced by the State Ethics Commission. The State Government Ethics Act is codified as Chapter 138A of the North Carolina General Statutes and included in Appendix 7 of this handbook. Title 30 of the North Carolina Administrative Code provides the State Ethics Commission rules.

Other relevant ethics laws to consider include N.C.G.S. 14-218 and N.C.G.S. 14-234. Relevant excerpts of those statutes appear below.

§14-218. Offering Bribes

If any person shall offer a bribe, whether it be accepted or not, he shall be punished as a Class F felon.

§ 14-234. Public officers or employees benefiting from public contracts; exceptions.

(a) (1) No public officer or employee who is involved in making or administering a contract on behalf of a public agency may derive a direct benefit from the contract except as provided in this section, or as otherwise allowed by law.

(2) A public officer or employee who will derive a direct benefit from a contract with the public agency he or she serves, but who is not involved in making or administering the contract, shall not attempt to influence any other person who is involved in making or administering the contract.

(3) No public officer or employee may solicit or receive any gift, reward, or promise of reward in exchange for recommending, influencing, or attempting to influence the award of a contract by the public agency he or she serves.

All State Board members are required to file a Statement of Economic Interests with the State Ethics Commission annually and complete ethics training every other year. Failure to comply with these requirements can result in fines and removal from the board.

Selection and Seating of Board Members

Eighteen members of the State Board of Community Colleges are selected by the Governor and the General Assembly, with four additional persons serving as ex officio members by virtue of position. Ten persons are selected by the Office of the Governor, four by the House of Representatives, and four by the Senate. The Lt. Governor, State Treasurer, and the Commissioner of Labor serve on an ex-officio basis with full voting rights (which they may delegate in writing to a representative of their choosing). The President of the N4CSGA is the final ex-officio member of the Board, having all rights of membership except for voting privileges.

With the exception of the ex-officio members, board appointments are made in odd-numbered years for four-year terms. Members of the State Board may be appointed to serve up to two consecutive terms and in addition may fill an unexpired term of another Board member.

Duties and Responsibilities of the Individual Board Member

Service as a member of the State Board of Community Colleges is a public trust. Accordingly, members must have a genuine desire to provide service to the citizens of North Carolina and, if necessary, to forgo their own personal needs to carry out the statutory, moral, and ethical obligations incumbent on the State Board.

It is essential that members are mindful that they represent all areas of the state and that their decisions must be made according to what is fair and equitable for the System, without regard for parochial interests. Members of the State Board should be always advocates for the System, both to the people that they represent and to legislators in communicating the needs of the colleges within the System.

The conscientious Board member will participate in Board meetings with consistent and timely attendance and will review all Board materials received in advance of the meeting to participate intelligently in its deliberations. Members should periodically attend statewide meetings of presidents and trustees so that ideas and concerns may be shared and accept assignments when asked by the Chair to do so. Therefore, confidentiality is essential in some matters that come before the Board and members should conduct themselves in a way that maintains the private nature of those discussions.

Duties and Responsibilities of the State Board Chair

The Chair is the presiding officer and spokesperson for the State Board and provides leadership and direction it its activities. The Chair is responsible for insuring that the affairs of the Board are conducted according to its bylaws, and federal and state law. The Chair must maintain a close working relationship with the System President and consult frequently on issues as they

arise. In consultation with the President, the Chair sets the Board agenda and solicits the opinion and participation of members in the conduct of the Board's affairs.

A key responsibility of the Chair involves the appointment of members to serve on standing, special, and ad hoc committees or sub-committees. To do this effectively, the Chair must have a close relationship with each member and know their talents and abilities. As the System's most visible advocate responsible for promoting its public image, the Chair will often present the needs of the System and will establish and maintain good relationships with governmental officials, college presidents and trustees, the press, and the general public to communicate the mission of the System across the state.

The State Board Chair is elected for a two-year term at the July meeting of the Board in odd-numbered years. In the absence of the Chair, the Vice Chair serves in a temporary capacity as Chair to facilitate the work of the Board.

State Board Meetings

The State Board is mandated in N.C.G.S. 115D-2.2(i) to meet at least ten times per year. Meetings are held on the third Friday of each month, except in June and December. Board meetings are typically begin at 9:00 am in the State Board Meeting Room in the Caswell Building on Jones Street in Raleigh. Committee meetings begin at 11:00 a.m. on the Thursday prior to the Friday meeting, along with an Issues Luncheon focused on relevant and pertinent issues to the System. Two off-site meetings may be held each year on the campus of a community college within the System. The April meeting is a regular Board meeting, while the annual Board Retreat takes place over a three-day period in September or October of each year.

Setting the Agenda for Board and Committee Meetings

The agenda for a regular or special called meeting of the State Board is assembled by the Office of State Board Affairs and is discussed with the senior staff during Agenda Review approximately ten working days prior to the State Board meeting. The process of setting the agenda for a special called meeting is, by necessity, shorter in terms of its proximity to the actual meeting. After the staff has reviewed and agreed upon a final draft, the proposed agenda is presented to the Board Chair for approval. Once the agenda is approved by the Chair, it may not be amended or changed until the actual meeting of the Board takes place.

Persons wishing to place an item on the agenda should make their request in writing, providing any supporting documentation to the Secretary to the Board (System President) or the Office of State Board Affairs at least ten days prior to the date of agenda review. Unless the Board directs otherwise, items are placed on the agenda initially for future action and then for action at the next regular meeting of the Board. In some cases, however, the constraints of time require a matter to be considered expeditiously, and thus with the prior permission of the Chair, such items may be placed on the agenda initially for action at the Board's next regular meeting. Any committee or

individual Board member may request the consideration of items not on the agenda and will be added following a two-thirds endorsement by those present and voting.

In order to make the Board's time as productive as possible, it will sometimes act on a list of non-controversial or routine items through use of a consent agenda. Items placed on the consent agenda must have been seen at a prior Board meeting. Should any member of the Board request that an item on the consent agenda be discussed, it will be immediately removed from consent and given individual consideration as an action item under the purview of the appropriate committee.

More information on the agenda setting process is contained in Article V of the SBCC Bylaws, which are contained Appendix 2.

Standing and Special Committees

The State Board utilizes a committee structure to carry out its work, consisting of seven standing committees: the Committee on and Accountability and Audit, the Committee on Finance, the Committee on Legislative Affairs, the Committee on Personnel, the Committee on Policy and Governance, the Committee on Programs, and the Committee on Strategic Planning. Detailed descriptions of the roles and responsibilities of the standing committees is contained in the SBCC committee charters, included in Appendix 6.

From time to time, the Board Chair may appoint special or ad hoc committees or sub-committees or task forces to deal with a specific subject over a limited time period, or to handle a specific assignment (such as establishing the meeting calendar) that requires a minimal number of meetings. The Board Chair makes appointments to all standing, special, ad hoc committees and sub-committees immediately following the July meeting, with other appointments being made during the year as needed.

Open Meetings Law Overview

As a duly constituted public body established by the General Statutes of North Carolina, the State Board of Community Colleges and its committees exist solely to conduct the people's business and it is the public policy of the State of North Carolina that the hearings, deliberations, and actions of this board be conducted openly in accordance with Article 33C of Chapter 143 of the North Carolina General Statues. A public meeting is defined as any meeting, assembly, or gathering together at any time or place or simultaneous communication by electronic means with the majority of the public body's members present for the purpose of either conducting hearings, participating in deliberations, voting upon public business or otherwise transacting public business. Full and accurate minutes of all official meetings including any closed sessions. Closed sessions of public bodies may only be held when required to allow a public body to act in the public interest for a permissible reason as stated in N.C.G.S. 143B-318.11. Public notice of meetings is posted on the System website, in the media, and by electronic mail to interested parties. Minutes of the meetings of the Board are available for public inspection in the Office of State Board Affairs and are also published on the System Office website following their approval by the Board.

Injunctive relief may be ordered if there are threatened violations of open meetings law, the recurrence of past violations of open meetings law, or continuing violations of the law. Any person may bring an action seeking such an injunction and the plaintiff does not need to allege or prove special damage different from that suffered by the public at large. Declaratory judgement may be entered if any action of a public body was taken, considered, discussed, or deliberated in violation of open meetings law. Upon such a finding, the court may declare any such action null and void. Any person may seek such a declaratory judgment, and the plaintiff need not allege or prove special damage different from that suffered by the public at large. The public body whose action the suit seeks to set aside will be made a party and board members may be held responsible in their personal capacity.

An opinion by former Attorney General Roy Cooper provides an overview of the intent of the law and is incorporated into this handbook as Appendix 7. Except as required in the State Board Bylaws or as modified by the State Board in special circumstances, the most recent edition of Robert's Rules of Order governs the conduct of all meetings of the State Board and its committees. See Appendix 10 for a parliamentary procedure quick reference guide.

Public Records Law Overview

Chapter 132 of the North Carolina General Statutes defines public records as all documents, papers, letters, maps, books, photographs, films, sound recordings, magnetic or other tapes, electronic data-processing records, artifacts, or other documentary material, regardless of physical form or characteristics, made or received pursuant to law or ordinance in connection with the transaction of public business by any agency of North Carolina government or its subdivisions. It is well established that public records and public information are the property of the people of the State. Therefore, state law provides that the people may obtain copies of their public records and public information free or at minimal cost.

Upon request, every custodian of public records must permit any record in the custodian's custody to be inspected and examined at reasonable times and under reasonable supervision by any person, and shall, as promptly as possible, furnish copies. The use of personal email addresses or cellphones makes the user who is transaction state business the custodian of public records and the requested records must be produced as promptly as possible.

There are specific rules in N.C.G.S. 132-1.2 that govern what public records may be deemed confidential. No request to inspect, examine, or obtain copies of public records may be denied on the grounds that confidential information is commingled with the requested nonconfidential information. If there is commingled confidential information, the public agency or custodian must redact the confidential information.

Public officials may not destroy, sell, loan, or otherwise dispose of any public record in violation of the law. Unlawfully removing a public record from the office where it is usually kept, or altering, defacing, mutilating, or destroying it is a Class 3 misdemeanor.

State Board Meeting Logistics

Directions and Parking

The North Carolina Community College System is located in the Caswell Building, a six-story red brick building on the northwest corner of West Jones Street and North McDowell Street in the state government complex in downtown Raleigh. It is one full block west of the Legislative Building, adjacent to the Administration Building and is highlighted in yellow on the map in the following section.

Driving from the east on Interstate 40:

- Take I-40 West to the Person Street exit.
- Follow Person Street north into downtown.
- Turn left onto Edenton Street and drive past the historic Capitol.
- Turn right onto McDowell Street.
- The Caswell Building is on the left at the corner of McDowell Street and West Jones Street.

Driving from the east on US 64:

- Take Business 64 into town. US 64 becomes Edenton Street heading into downtown.
- Go past the historic Capitol, turn right onto McDowell Street.
- The Caswell Building is on the left at the corner of McDowell Street and West Jones Street

Driving from RDU and points west on Interstate 40:

- Take I-40 East through the Research Triangle Park.
- Take Exit 289 onto Wade Avenue. Stay on Wade Avenue six miles.
- Take the Civic Center/70 East/50 South exit to Capital Boulevard.
- Get in the far-left lane on Capital Boulevard as you head to downtown.
- Turn left at the second stop light onto West Jones Street.

- The Caswell Building is the third building on the left, at the corner of West Jones and McDowell.

Driving from the northwest on US 70/Crabtree Valley Mall/Glenwood Avenue:

- US 70 becomes Glenwood Avenue coming into Raleigh.
- Follow Glenwood Avenue into downtown Raleigh.
- Turn left onto West Jones Street.
- The Caswell Building is several blocks down on the left, at the corner of Jones and McDowell.

Driving from the south on US 1:

- Take US 1 north past Cary to Raleigh.
- Exit onto Wade Avenue going into downtown.
- Stay on Wade Avenue six miles.
- Take the Civic Center/70 East/50 South exit to Capital Boulevard.
- Get in the far-left lane on Capital Boulevard as you head to downtown.
- Turn left at the light onto West Jones Street. The Caswell Building is the third building on the left, at the corner of West Jones and McDowell.

Do not park in the parking lots directly across Jones Street from the Caswell Building. These spaces are assigned paid parking for state employees from several agencies, and there are no visitors' spaces, even for community college personnel and other state employees visiting us on business.

When attending the Board meetings in Raleigh, the best place to park is in Deck #77 at the corner of Edenton and McDowell Streets. Parking is also available at the State Government Parking Deck #75 off of McDowell Street in the Visitors Parking Area. Please keep your parking ticket, sign the back of the ticket and underneath your signature write “State Board of Community Colleges”. Present it to the parking attendant as you leave. Because SBCC members are government-appointed, there will be no charge to park in the visitor’s area of this deck. Your name will be added to the list of names that has been provided to the parking attendant.

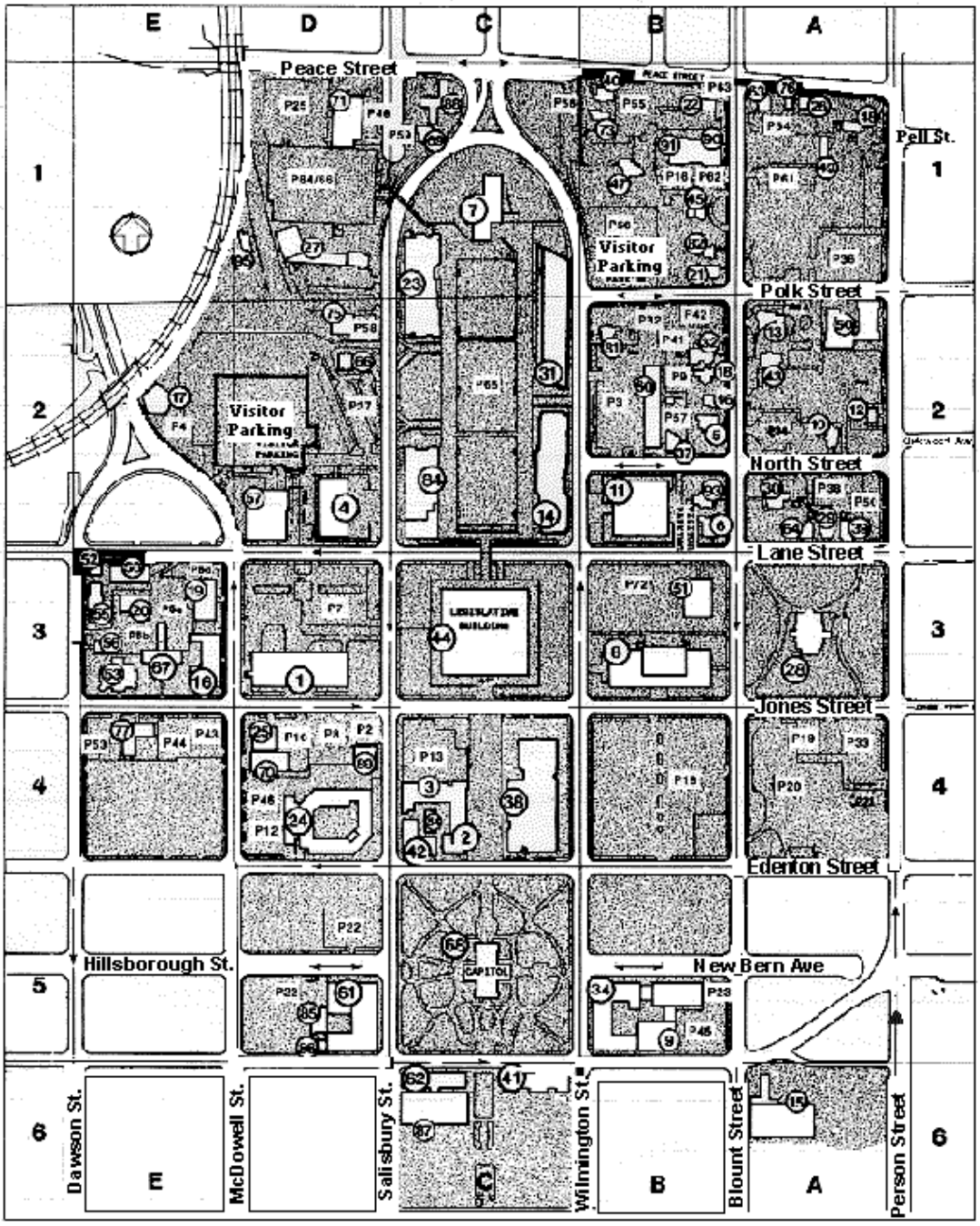
To get to Parking Deck #77 proceed on Edenton Street crossing over Salisbury Street. The Parking Deck will be on your left at the corner of Edenton and McDowell streets. To get to

Parking Deck #75, proceed north through the intersection of Jones and McDowell and continue through the intersection at Lane and McDowell. You will see the parking deck to your immediate right.

You may also park in the Visitors Area of the State Government Parking Lot a block and a half north of the Caswell Building near the corner of Lane and McDowell Streets or in metered spaces on the street. The parking deck at McDowell and Lane is open from 8 a.m. until 5 p.m. Monday through Friday. There is a small hourly charge. There is additional visitors' parking across from the Archives Building at 109 East Jones Street, two blocks east of the Caswell Building.

We are within walking distance of the Longleaf Hotel, so you may prefer to leave your vehicle in their parking lot and walk over to our office. There is little difference in that walk and the walk from the parking deck.

Map of Downtown Raleigh and the State Government Complex



Map Legend by Building
(Coordinates follow addresses)

Administration Bldg. 116 W. Jones St.; D-3, No. 1	**Agriculture Bldg.** 1 W. Edenton St.; C-4, No. 2	**Albemarle Bldg.** 325 N. Salisbury St.; D-2, No. 4
Andrews-Duncan House 407 N. Blount St.; B-2, No. 5	**Archdale Bldg.** 512 N. Salisbury St.; C-1, No. 7	**Archives-State Library** 109 E Jones St.; B-3, No. 8
Ashley House 219 E. North St.; A-2, No. 10	**Bailey-Gallant House** 507 N. Blount St.; B-1, No. 82	**Bailey-Tucker House** 213 E Lane St.; A-2, No. 64
Bath Bldg. 306 N. Wilmington St.; B-2, No. 11	**Boiler Plant** 412 N. McDowell St.; E-2, No. 33	**Brown & Rogers Bldg.** 115 Hillsborough St.; D-5, No. 85
Cambridge House 407 N. Person St.; A-2, No. 12	**Capehart-Crocker House** 424 N. Blount St.; A-2, No. 13	**Capitol Visitors Center** 301 N. Blount St.; B-2, No. 6
Carpentry/Paint Shop 109 S. Blount St.; A-6, No. 15	**Caswell Bldg.** 200 W. Jones St.; E-3, No. 16	**Central Heating Plant** 412 N. McDowell St.; E-2, No. 17
Coble-Helms House 417 N. Blount St.; B-2, No. 18	**Cooper Memorial Bldg.** 225 N. McDowell St.; E-3, No. 19	**Cotton Classing Bldg.** 222 N. Dawson St.; E-3, No. 20
Court of Appeals Bldg. 1 W. Morgan St.; C-6, No. 62	**Cowper House** 501 N. Blount St.; B-1, No. 21	**Crabtree Commercial Bldg.** 120 E Peace St.; B-1, No. 22
Dobbs Bldg. 430 N. Salisbury St.; C-1, No. 23	**Education Bldg., Old** 114 W. Edenton St.; D-4, No. 24	**Education Building, New** 301 N. Wilmington St.; C-2, No. 14
Elks Bldg. 121 W. Jones St.; D-4, No. 25	**Facility Management Bldg.** 431 N. Salisbury St.; D-1, No. 27	**Farlow House** 412 N. Wilmington St.; B-2, No. 81
Gay House 214 E Peace St.; A-1, No. 26	**Governor's Mansion** 200 N. Blount St.; A-3, No. 28	**Handy House** 215 E Lane St.; A-2, No. 29
Hawkins-Hartness House 310 N. Blount St.; A-2, No. 30	**Heartt House** 421 N. Blount St.; B-2, No, 32	**Heck-Andrews House** 309 N. Blount St.; B-2, No. 93
Highway Bldg. 1 S. Wilmington St.; B-5, No. 34	**Howell House** 111 E North St.; B-2, No. 37	**Jenkins House** 221 E Lane St.; A-2, No. 39
Jordan House 532 N. Wilmington St.; B-1, No. 40	**Justice Bldg.** 2 E Morgan St.; C-6, No. 41	**Labor Bldg.** 4 W. Edenton St.; C-4, No. 42

Landscape Services Bldg. 421 N. Salisbury St.; D-1, No. 95	**Lee House** 422 N. Blount St.; A-2, No. 43	**Legislative Bldg.** 16 W. Jones St.; C-3, No. 44
Legislative Office Bldg. 300 N. Salisbuty St.; C-2, No. 84	**Lewis-Smith House** 515 N. Blount St.; B-1, No. 45	**McGee House** 411 N. Blount St.; B-2, No. 46
Merrimon-Wynne House 526 N. Wilrnington St.; B-1, No. 47	**Motor Pool Annex** 220 E Peace St.; A-1, No. 48	**Motor Pool Car Wash** 220 E Peace St.; A-1, No. 49
Murphey School 443 N. Person St.; A-2, No. 50	**Museum of Art, Old** 107 E Morgan St.; B-5, No. 9	**Museum of History** 1 E. Edenton St.; C-4, No. 38
Museum of Natural Sciences 102 N. Salisbury St.; C-4, No, 3	**Old Film Library** 228 N. Dawson St.; E-3, No. 52	**Old Health Bldg.** 216 W. Jones St.; E-3, No. 53
Old Heating Plant, Caswell Squ. 224 N. Dawson St.; E-3, No. 55	**Old Heating Plant, Museum** 100 N. Salisbury St.; C-4, No. 54	**Old State Records Center** 120 W. Lane St.; D-2, No. 57
Old Textbook Warehouse 215 W. Lane St.; E-3, No. 58	**Old YWCA** 217 W. Jones St.; E-4, No. 77	**Olivia Raney Library Bldg.** 104 Fayetteville St.; C-6, No. 87
Oral Hygiene Bldg. 220 Dawson St.; E-3, No. 56	**Personnel Training Center Bldg.** 101 W. Peace St.; D-1, No. 71	**Phillips Bldg.** 109 E North St.; B-2, No. 60
Pioneer Awning Bldg. 7 W. Peace St.; C-1, No. 88	**Revenue Annex (J.C. Lunchette)** 114 W. Morgan St.; D-5, No. 86	**Revenue Bldg.** 501 N. Wilmington St.; C-2, No. 31
Revenue Bldg., Old 2 S. Salisbury St.; D-5, No. 61	**Russ-Edwards House** 540 N. Blount St.; A-1, No. 63	**Seaboard Bldg.** 413 N. Salisbury St.; D-2, No. 66
Shore Bldg. 214 W. Jones St.; E-3, No. 67	**State Capitol Bldg.** Capitol Square; C-5, No. 68	**State Employees Credit Union** 119 N. Salisbury St.; D-4, No. 89
State Records Center 215 N. Blount St.; B-3, No. 51	**Stephenson Bldg.** 500 Vaughan Court, C-1, No. 69	**Thompson Bldg.** 122 N. McDowell St.; D-4, No. 70
Watson House 530 N. Wilmington St.; B-1, No. 73	**Womack Bldg.** 417 N. Salisbury St.; D-2, No. 75	**Worth House** 210 E Peace St.; A-1, No. 76

Hotel Reservations

For regularly scheduled Board meetings, at the System Office in Downtown Raleigh, the State Board Affairs Office can make hotel reservations on behalf of the Board members at The Longleaf Hotel, if requested, for members who are traveling more than 35-miles one-way. Board members can send a request to the State Board Affairs Office if they wish to be added to the list of reservation each month. Board members who routinely stay overnight for Board meeting may automatically have a hotel reservation requested for 1-night (Thursday) of the monthly meeting. In the event the member does not need reservations for a specific meeting or needs additional accommodations, the member should contact the State Board Affairs Operations Coordinator at least 10-days in advance of the meeting. Members are asked to contact The Longleaf Hotel directly to cancel reservations if the cancelation is within 48 hours of the reservation. The contact information for the Longleaf hotel is as follows:

The Longleaf Hotel
300 N Dawson St, Raleigh, NC
27603 (919) 867-5770
https://www.thelongleafhotel.com/

For events, conferences, and meetings requiring overnight stay, Board members are responsible for making their hotel reservations and accommodations, including reservations that require a deposit and/or credit card hold. For events and conferences, the State Board Affairs Office may provide hotel recommendations and information as a convenience for members scheduling their hotel reservations. Members reserve the right to stay at their desired hotel location, however, hotel reimbursements may be limited by available funding based on the State per diem rate.

Approved travel authorization is required in advance of all travel and overnight stay. Please see Travel Reimbursements for information about travel authorizations.

Travel Reimbursements

The State Board Affairs Office may handle the process of reimbursement requests for Board member travel. Members should email, mail, or hand deliver receipts and details of travel to the State Board Affairs Office for assistance. Details of travel must include date of travel, leave and return time, destination(s), purpose of travel, miles traveled, and all expenses incurred. Mileage and meal reimbursements are calculated based on State per diem rates. Reimbursable expenses include, but are not limited to, mileage, hotel, food, parking, tips, transportation, registration fees, vehicle rentals, tolls, valets, and internet fees.

All Board member travel, not including regularly scheduled and noticed committee and State Board meetings, must have a pre-approved travel authorization. Board members are asked to notify the State Board Affairs Office, in writing, 10-days in advance of travel. Notice of travel to the State Board Affairs Office should include date and time of travel, all destinations,

purpose of travel, anticipated mileage, and any other anticipated travel expenses. An approved travel authorization is required for all travel and/or conference registrations before travel begins. General travel authorization forms are submitted and approved annually for the sole purpose of traveling to and from regularly scheduled committee and Board meetings. The State Board Affairs Office will submit a travel authorization on behalf of the member and provide notice to the member when the authorization is approved.

Expenses incurred while traveling for purpose(s) within the duties and responsibilities of the member are reimbursable through the System Office (as allowed by State per diem rate). Board members traveling over 35 miles one-way, for State Board business requiring overnight stay, are eligible for reimbursement of hotel cost. Board members are responsible for paying fees, costs, and expenses related to travel at the time of travel. Travel expenses are reimbursable after travel is completed through submission of a reimbursement request. Some reimbursable expenses require proof of original receipt to receive reimbursement, including but not limited to hotel payments and parking receipts. If you have questions about travel authorizations, reimbursements, policies, please contact the State Board Affairs Office.

The System Office will not provide reimbursement for penalties, fees, and/or charges resulting from cancellations, unless the cancellation is made at the direction of the System Office or otherwise determined justified by the System Office.

Access to System Office/Badges

The North Carolina Department of Administration requires that all persons entering the Caswell Building wear an identification card if they are affiliated with the System Office. These ID cards allow entry into the building through the card access system and may be used to open doors at both the Jones Street and McDowell Street entrances. The Office of State Board Affairs will schedule appointments for new members to have their identification cards made.

ID cards are to be always worn while in the building, above the waist of the bearer, with the photograph clearly visible. The cards should always be scanned by the electronic reader when entering the building. ID cards are the property of the System Office and must be returned to the Office of State Board Affairs on the last date of use by the member. If a card is lost or stolen, it should be reported to the System Office immediately so that it may be cancelled and building security maintained.

System Office Website

A wealth of information on North Carolina's community colleges can be found at the System website: www.nccommunitycolleges.edu

The Role of the System President and a Biography

The System President is the chief executive officer of the System and is responsible for organizing and managing the System by carrying out the policies, directives, instructions, and philosophies of the State Board. Hired by and reporting directly to the Board, the System President also serves as member of the Education Cabinet and conducts planning for the System jointly with officials of the University System and the Department of Public Instruction.

BIOGRAPHY NOT AVAILABLE AT TIME OF PRINTING

Political Activities

It has been said that there are two things that no person should ever have to watch as they are made – sausage and laws. Certainly, there are times when the political process is indeed painful to watch. The dictionary defines the word "politics" as being "the science or art of political government", and members of the State Board are, by that definition, practitioners of politics. Your first experience at this level came when you were appointed to the Board, either by the Governor, the State Legislature, or by virtue of an elected office.

It is incumbent on you to take on the role of an advocate for the North Carolina Community College System. Oftentimes legislators appreciate when constituents share their ideas and you will find them very receptive to your thoughts and opinions on the important issues impacting community colleges. Make yours a voice that is recognized and respected in the halls of the General Assembly and on Capitol Hill, because have been entrusted with the duty of being the spokesperson to elected representatives and executive branch agencies.

The best means of contact is always a personal visit, and with a little advance notice, you will discover that legislators will go out of their way to listen to what you have to say. Sometimes it is best to make your visits alone or with one other person, while other occasions require the presence of a group. The Board Chair and System President are available to serve as your guides and accompany you as you make the community colleges message known to those in positions of influence.

It is **always** best to schedule an appointment with a legislator, rather than simply walk the halls and intrude on time that they may have budgeted for other affairs. To make an appointment with a member of the General Assembly, consult the online office directory for individual members at http://www.ncleg.gov or call 919-733-7928 and ask to be connected with your representative's or senator's office.

When writing a legislator, use your personal stationery or your System Office email account. Be sure to include your return address so that the legislator will be able to contact you. Keep your correspondence focused and brief, so that you quickly get to the heart of the issue and make your salient points in a courteous and respectful manner. Know which committees your legislator serves on, since in depth discussion of issues occurs most often in the committees. Most importantly, express your appreciation for the work your legslator is doing, a vote that is cast, or their leadership exerted in bringing our issues to the floor. A little bit of courtesy goes a long way.

Financing the Community College System

North Carolina's community colleges are funded by the General Assembly based on the average number of full-time equivalent (FTE) students for the previous year, which is converted into dollars using a formula. Unlike the University System and public schools, which are funded based on current year projections, community colleges are funded based on last year's actual performance.

One student who takes 16 credit hours of class work for one semester (16 weeks) generates 256 membership hours. If this same student attends classes for both the fall and spring semesters, the student would generate 512 membership hours, which is equivalent to one annual FTE. In order for a college to generate budget, approximately 18 FTEs must be generated before an instructional unit can be allocated. Each year, the dollar amount allocated per curriculum (credit) and extension (non-credit) FTE changes based on the amount of funding available.

Curriculum program funding is allotted based on FTE generated by those programs for the preceding academic year (fall and spring), or the latest three-year average, whichever is greater. Continuing Education funds are based on FTE generated in the previous spring semester, summer term, and fall semester, or the latest three-year average, whichever is greater. Community service programs are awarded as block grants and do no earn FTE. These funds may be used to pay only for community service programming.

State dollars provided to each college may be used for current operating expenses such as instructional, administrative, and support salaries, supplies and materials, and travel expenses. Funds allocated for educational equipment and library materials are based on a weighted FTE formula, utilizing the previous calendar year's actual FTE to determine the distribution.

Colleges are also awarded categorical funds which are restricted to expenditures in a particular category or program.

State Board of Community Colleges Roster

Name	Appointment	Term Expires	Email	Phone
Ms. LaTasha Bradford	Ex-Officio N4CSGA President	6/20/23	bradfordl@nccommunitycolleges.edu [redacted]	[redacted]
Dr. Grant Campbell	House	6/30/27	campbellg@nccommunitycolleges.edu	[redacted]
Dr. Shirley Carraway	Governor Region 6	6/30/27	carraways@nccommunitycolleges.edu [redacted]	[redacted]
Ms. Lisa Estep	Senate	6/30/27	estepl@nccommunitycolleges.edu	[redacted]
Treas. Dale Folwell	Ex-Officio State Treasurer	12/31/24	dale@nctreasurer.com	[redacted]
Mr. William Holder	Governor At-Large	6/30/23	holderw@nccommunitycolleges.edu [redacted]	[redacted]
Mr. Bobby Irwin	Senate	6/30/23	irwinb@nccommunitycolleges.edu [redacted]	[redacted]
Mr. Tom Looney	Senate	6/30/27	looneyt@nccommunitycolleges.edu [redacted]	[redacted]
Mr. Bill McBrayer	House	6/30/27	mcbrayerb@nccommunitycolleges.edu [redacted]	[redacted]

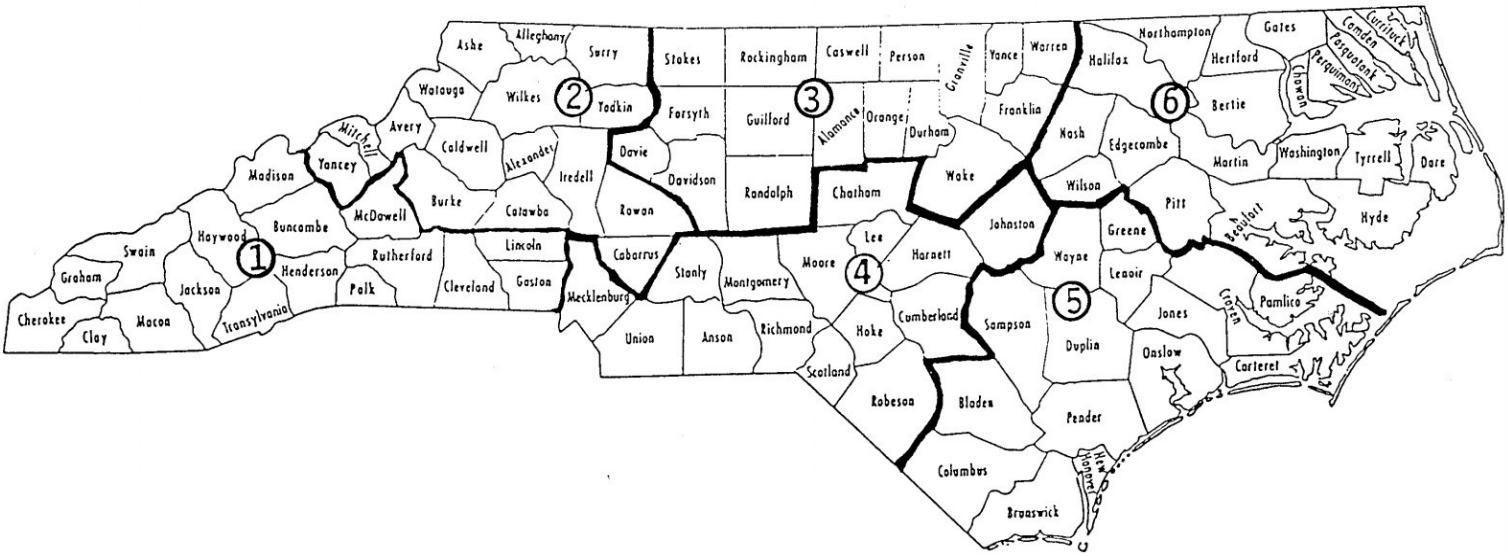
Mr. Mark Merritt	Governor Region 4	6/30/25	merrittm@nccommunitycolleges.edu [redacted]	[redacted]
Mr. Hari Nath	House	6/30/25	nathh@nccommunitycolleges.edu	[redacted]
Mr. Andy Penry	Governor At-Large	6/30/27	penrya@nccommunitycolleges.edu [redacted]	[redacted]
Lt. Gov. Mark Robinson	Ex – Officio Lieutenant Governor	12/31/24	mark.robinson@nc.gov	[redacted]
Hon. Ray Russell	Governor Region 2	6/30/23	russellr@nccommunitycolleges.edu	[redacted]
Ms. Julie Ryan. (Delegate)	Ex – Officio Labor Commissioner	12/31/24	julie.ryan@labor.nc.gov	[redacted]
Hon. Sam Searcy	Governor At-Large	6/30/27	searcys@nccommunitycollege.edu [redacted]	[redacted]
Mr. Burr Sullivan	House	6/30/23	sullivanb@nccommunitycolleges.edu [redacted]	[redacted]
Mr. Ray Trapp	Governor At-Large	6/30/27	trappr@nccommunitycolleges.edu [redacted]	[redacted]
Hon. Terry Van Duyn	Governor Region 1	6/30/25	vanduynt@nccommunitycolleges.edu	[redacted]

Mr. Jerry Vaughan	Senate	6/30/25	vaughanj@nccommunitycolleges.edu [redacted]	[redacted]
Ms. Sarah West	Governor Region 3	6/30/27	wests@nccommunitycolleges.edu [redacted]	[redacted]
Ms. Ann Whitford	Governor Region 5	6/30/23	whitforda@nccommunitycolleges.edu [redacted]	[redacted]

It is the policy of the Office of State Board Affairs that personal contact information for State Board members is not provided outside the office so that the personal privacy of Board members may be maintained. Persons who wish to contact members are advised to send their requests or information to this office for forwarding to the individual member:

Office of State Board Affairs
North Carolina Community College System
5001 Mail Service Center
Raleigh, NC 27699-5001
Phone: 919.807.6969

State Board of Community Colleges
Regional Map



ALL AT-LARGE AND REGIONAL APPOINTMENTS ARE MADE BY THE GOVERNOR

Region 1

Ms. Terry Van Duyn	6/30/2025	Regional

Region 2

Mr. Bobby Irwin	6/30/2023	Senate
Mr. Bill McBrayer	6/30/2027	House
Mr. Ray Russell	6/30/2023	Regional

Region 3

Dr. Grant Campbell	6/30/2027	House
Mr. William Holder	6/30/2023	At-large
Mr. Tom Looney	6/30/2027	Senate
Mr. Hari Nath	6/30/2025	House
Mr. Andy Penry	6/30/2027	At-large
Mr. Sam Searcy	6/20/2027	At-large
Mr. Burr Sullivan	6/30/2023	House
Mr. Ray Trapp	6/30/2027	At-large
Ms. Sarah West	6/30/2027	Regional

Region 4

Mr. Mark Merritt	6/30/2025	Regional
Mr. Jerry Vaughan	6/30/2025	Senate

Region 5

Ms. Lisa Estep	6/30/2027	Senate
Ms. Ann Whitford	6/30/2023	Regional

Region 6

Dr. Shirley Carraway	6/30/2025	Regional

Ex Officio

The Honorable Mark Robinson	Lt. Governor
The Honorable Dale Folwell	State Treasurer
The Honorable Josh Dobson	Comm. of Labor
Ms. Latasha Bradford	N4CSGA President

State Board Affairs Office
Revised: July 31, 2022

SBCC Annual Calendar

The State Board of Community Colleges' full board meetings are scheduled for every 3rd Friday of the month (June and December are scheduled as tentative holds). Committee meetings and issues luncheons are held the Thursday before the full board meets, or as otherwise scheduled.

January • Full Board meeting 3rd Friday • Full Board votes on SBCC award committees' recommended nominees	**July** • Full Board meeting 3rd Friday • New members appointments
February • Full Board meeting 3rd Friday	**August** • Full Board meeting 3rd Friday • State Board election of officers (biannual) • SBCC award nomination period opens • New member orientation
March • Full Board meeting 3rd Friday	**September** • Full Board meeting 3rd Friday • (offsite at community college) • Annual Planning Meeting Wednesday and Thursday morning before full Board meeting (offsite at community college)
May • Full Board meeting 3rd Friday • Community College Day (May or June)	**November** • Full Board meeting 3rd Friday • SBCC award committees review nominations and interview candidates

June	**December**
• Tentative - State Board and committee meeting(s) as requested • Community College Day (May or June) • Community college presidential evaluations due to State Board Office (by June 31st) • Expiring terms	• Tentative - State Board and committee meeting(s) as requested • Award committees complete nomination reviews and selects recipient to recommend for award

The State Board of Community Colleges does not traditionally meet during the months of June and December. From time to time, however, there may be issues that require the State Board to meet during those months. Should this be the case, potential meeting dates for these two months has been held on the calendar.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
200 West Jones Street, Raleigh, NC 27603-1379
Mailing Address: 5001 MSC, Raleigh, NC 27699-5001 Telephone (919) 807-7100 Main Fax: (919) 807-7164
William S. Carver, Interim System President
COMMUNITY COLLEGE PRESIDENTS
August 1, 2022

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North Carolina Association of Community College Presidents (NCACCP)

The North Carolina Association of Community College Presidents was organized for the purpose of providing a forum for open discussion of issues common to all institutions within the System, and to create a support network among its chief executive officers. Consisting of the 58 presidents within the System, the NCACCP meets quarterly during the last full week of January, April, July, and October. The current president of the Association is Dr. Jeffrey Cox, President of Wilkes Community College. Membership dues to the Association are paid by the presidents themselves from their own personal funds. The Association's website is located at www.ncaccp.org .

North Carolina Association of Community College Trustees (NCACCT)

Following the creation of the North Carolina Community College work began in 1965 on a support organization for the many trustees scattered across the state that served on local boards of trustees. On October 26, 1967, the North Carolina Association of Community College Trustees (NCACCT) was established to provide trustees with an organization for the furtherance of the aims, goals, and development of North Carolina's community colleges. With almost 900 active members, it comprises the largest and most effective lobbying group on behalf of the System. NCACCT holds training sessions for new and reappointed trustees three a year and conducts continuing education seminars for all trustees on a regular basis. NCACCT may also contract with individual institutions to provide them with services during presidential searches, and individualized leadership for local board retreats. The website for the Trustees Association is located at www.ncacct.com

North Carolina Community College Faculty Association (NCCCFA)

On October 11, 1988, during the NCCC Instructors' Conference in Greensboro, the North Carolina Community College Faculty Association was founded. Approximately 120 faculty members agreed to form a statewide association to address issues of importance to the thousands of instructors, full and part-time, within the System. The mission of the Faculty Association includes fostering professionalism among community college faculty; serving as a voice for faculty concerns to the System Office, presidents, trustees, the General Assembly, and the general public; and advocating for policies and legislation that allow colleges to attract, employ, retain, and reward highly qualified faculty. The Faculty Association holds spring and fall meetings at various locations across the state, as well as sessions on specific topics of interest to instructional staff. The current president of NCCCFA is Mr. John Etheridge, an instructor at Wake Technical Community College in Raleigh. The website for the Faculty Association is www.ncccfa.org.

APPENDICES

Appendix 1 – 2023 SBCC Meeting Schedule

SBCC COMMITTEE MEETING	SBCC BOARD MEETING
Thursday, January 19, 2023	Friday, January 20, 2023
Thursday, February 16, 2023	Friday, February 17, 2023
Thursday, March 16, 2023	Friday, March 17, 2023
Thursday, April 20, 2023	Friday, April 21, 2023
Thursday, May 18, 2023	Friday, May 19, 2023
Thursday, June 15, 2023*	Friday, June 16, 2023*
Thursday, July 20, 2023	Friday, July 21, 2023
Thursday, August 17, 2023	Friday, August 18, 2023
Planning Meeting *TBD* Wednesday, September 13, 2023 through Thursday September 14, 2023 (morning) **Committee Meetings** Thursday, September 14, 2023 (afternoon)	Friday, September 15, 2023
Thursday, October 19, 2023	Friday, October 20, 2023
Thursday, November 16, 2023	Friday, November 17, 2023
Thursday, December 14, 2023*	Friday, December 15, 2023*

*The State Board of Community Colleges does not typically meet during the months of June and December. In the event a meeting is required during these months potential meeting dates have been established and are highlighted in gray. Members are requested to hold these dates on their calendars until notified that they are no longer necessary.

Appendix 2 – State Board of Community Colleges Bylaws

Article I. Bylaws Governing the State Board of Community Colleges.

The following bylaws shall govern and control all actions and procedures of the State Board of Community Colleges, hereinafter, referred to as the "State Board." The State Board shall conduct its business in a committee of the whole or under such other forms as it by majority vote may elect.

Article II. Officers.

At the first meeting after July 1, 1981, and every two years thereafter, the State Board shall elect from its membership for two-year terms or until their respective successors have been appointed and qualified, a Chair, a Vice Chair, and such other officers as it may deem necessary (G.S. 115D-2.1).

The Chair of the State Board shall appoint a nominating committee of no less than three and no more than five qualified members of the State Board at a meeting prior to the July meeting at which officers are to be elected. The nominating committee shall present the name of at least one individual for each office. Each nominee must submit to the nominating committee a letter accepting the nomination and indicating a commitment of the time necessary to perform the duties of that office. Nominations will be accepted from the floor, but each such nominee must indicate a commitment of time to serve in that office.

In the event a vacancy occurs prior to the end of the term, the State Board shall elect one of its qualified members to fill the office for the unexpired portion of the term. The President of the N. C. System of Community Colleges shall be Secretary of the State Board.

The President of the N. C. System of Community Colleges may appoint an Assistant Secretary of the State Board, who shall be a member of the staff of the Community College System Office. Copies of all minutes, papers, and documents of the State Board may be certified by the Assistant Secretary with the same force and effect as though such certification were made by the Secretary of the State Board.

Article III. Regular Meetings.

Regular meetings of the State Board shall be held at least ten times a year on dates to be determined by the State Board. Each regular meeting shall be held at a time and place designated by the Chair. Notice concerning the time and place shall be given to each member of the State Board by the Secretary at least seven days in advance of the meeting date. Either by action of the State Board or upon fifteen days' written notice by the Chair, the date specified herein for a regular meeting may be changed to another date

within the designated month. Any matter of business relating to the community college system may be considered at any regular meeting of the State Board.

Article IV. Special Meetings.

Special meetings of the State Board may be called by the Chair at his discretion and shall be called by the Secretary upon the written request of no fewer than a majority of the qualified members of the State Board. A special meeting called by the Secretary shall be held within twenty days of receipt by the Secretary of an individual written request from a majority of the qualified members for such special meeting. A notice specifying the time and place of a special meeting of the State Board shall be given by the Secretary to each member of the State Board at least five days in advance of the meeting date; but notice of three days may be given when, in the judgment of the Chair, an emergency exists. Any matter of business relating to the community college system may be considered at a special meeting.

Article V. Agenda.

The agenda for a regular or special meeting of the State Board shall be prepared by the Secretary with approval of the Chair. A copy of the agenda for each regular meeting of the State Board, including notice of all expiring terms on or vacancies in membership of the State Board and its committees, and insofar as is practicable, copies of all reports and other materials to be presented to the regular meeting as a part of the agenda, shall be sent by the Secretary to each member at least seven days in advance of the regular meeting. If practicable, a copy of the agenda for each special meeting of the State Board with reports and other materials to be presented, shall be sent to each member at least five days in advance of the special meeting. When matters are to be considered by a committee between the time the agenda is sent and the time of any regular or special meeting of the State Board, and these matters are expected to be presented to the State Board for action at the meeting, all members of the State Board shall be sent such materials as a committee may prescribe by standing rule or as the chair of a committee may designate, in order to inform the State Board, insofar as may be feasible, of the nature of the action that might be asked of it.

All requests for inclusion of a given item on the agenda of a particular meeting shall be filed, with supporting documents, if any, with the Secretary. Unless specifically authorized by the State Board, items placed on the agenda for action shall be placed on the agenda initially for future action and then for action at a subsequent meeting. In some circumstances, the constraints of time require the expeditious consideration of certain agenda items, particularly in regard to agreements, contracts, grants, personnel issues, and certain curriculum applications. With the prior consent of the Chair, such items may be placed on the agenda initially for action at the next regularly scheduled meeting of the Board.

In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent agenda items shall be those of a non-controversial or routine nature, and which the Board has seen in a previous meeting. Any member of the Board has the right to comment on any consent agenda item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item. The request to remove the item from the consent agenda shall be non-debatable and will be honored without discussion. Removal of an item from the consent agenda returns it to the appropriate committee's report for full Board discussion.

Any committee or member of the State Board may request consideration by the State Board of any items not on the agenda of a regular or special meeting. However, such an item shall not be so considered without the approval of two-thirds of the qualified members of the State Board present at such meeting.

Article VI. Quorum - Attendance.

A quorum for the conducting of business by the State Board shall consist of a majority of the qualified members of the State Board (G.S. 115D-2.1).

The Secretary shall maintain an attendance record for State Board meetings on each member. A State Board meeting includes the meeting of the full board and any scheduled standing committee meetings. Members are encouraged and expected to attend all State Board meetings. However, if a member attends either the full board meeting or the assigned standing committee meeting, or both, the member shall be considered in attendance for the month.

The State Board may remove an appointed or elected member from the State Board who, without justifiable excuse, has not attended three consecutive scheduled meetings. Examples of justifiable excuses include canceled travel arrangements; military service; illness or injury of member, spouse, child or parent; and death of a member's spouse, child or parent. If a member should miss four scheduled meetings during a fiscal year without justifiable excuse, the State Board may notify the respective appointing or electing authority so that an appropriate action can be taken.

To be eligible to be considered for an excused absence, a member must inform the Secretary of the State Board of the reason for his or her absence prior to the day of the meeting if the absence is foreseeable. If the absence is not foreseeable, the member must inform the Secretary of the State Board of the reason as soon as reasonably possible after the meeting missed by the member. In either circumstance, the Secretary of the State Board will complete the excused absence form and submit it to the Chair for approval prior to or at the next regularly scheduled meeting of the State Board.

If the State Board should remove a member from office, the Chair shall notify the appropriate appointing or electing authority of the vacancy.

Article VII. Presiding Officer.

The Chair shall preside at all regular and special meetings of the State Board. In the absence of the Chair, the Vice Chair shall preside. In the absence of the Vice Chair, a presiding officer shall be elected by and from the qualified membership of the State Board.

Article VIII. Power to Vote.

All qualified members of the State Board**,** except the Student Government Association representative, may vote on all matters coming before the State Board for consideration, but no member may vote by proxy. No vote concerning any matter under consideration by the State Board, or by a committee of the State Board may be cast by mail. [G.S. 115D-2.1(b)(5)]

Article IX. Rules of Order.

Except as modified by specific rules and regulations enacted by the State Board, Robert's Rules of Order (latest edition) shall constitute the rules of parliamentary procedure applicable to all meetings of the State Board and its several committees.

Article X. Reference to Committees.

All matters presented to the State Board, except matters of routine business, which come within the sphere of interest or activity of any standing committee of the State Board, shall be submitted by the State Board to the appropriate standing committee for investigation and report. All matters, of other than routine business, which do not come within the sphere of interest or activity of any standing committee of the State Board may be submitted by the State Board to a special committee for investigation and report in advance of action thereon by the State Board. The Board may proceed to consider any matter without referring it to a standing or special committee, if by a two-thirds vote of the qualified members present, immediate consideration by the State Board is ordered. The reports and recommendations of standing and special committees shall be submitted to the State Board in writing consistent with the instructions of the State Board.

Article XI. Minutes.

The Secretary shall keep minutes of all meetings of the State Board, shall file, index, and preserve all minutes, papers and documents pertaining to the business and proceedings of the State Board; shall be custodian of the State Board of Community Colleges' Seal and of all records and instruments of the State Board and Community Colleges System Office.

The Secretary shall be responsible for transcribing the minutes of each meeting within a reasonable time and for sending a copy to each member.

Article XII. Standing Committees: Membership and Jurisdiction.

The standing committees of the State Board shall be: the Committee on Financial and Capital Needs, the Committee on Personnel, the Committee on Policy, and the Committee on Program Services. The Chair of the State Board shall appoint the membership of each standing committee, designate the chair and vice-chair, prescribe the duties, and determine the size of each standing committee. The Chair of the State Board shall be a member of each standing committee. In addition, the Chair shall appoint a non-voting representative of the North Carolina Association of Community College Presidents and a non-voting representative of the North Carolina Association of Community College Trustees to each standing committee upon the recommendation of the presiding officer of each association. The membership of each standing committee may be rotated biennially at the discretion of the State Board Chair.

Each standing committee shall meet at either the call of the committee chair or the State Board Chair. The meetings shall be held at a time convenient to the membership.

Article XIII. Establishment of Special Committees.

Special committees may be established, and their duties may be prescribed by the Chair of the State Board.

Article XIV. Closed Sessions.

All meetings of the State Board shall be open to the public unless, consistent with the requirements of State Law, a meeting is closed to the public by majority vote of a quorum of the qualified membership of the State Board.

Article XV. Amendments and Suspensions of Bylaw Provisions.

Any provision of these bylaws (except those required or governed by statutory provision) may be amended by a vote of two-thirds of the qualified membership of the State Board; provided, that no amendment may be adopted unless its substance first has been introduced at a preceding regular or special meeting of the State Board.

Any provision of these bylaws (except those required or governed by statutory provision) may be suspended at any regular or special meeting of the State Board for that meeting by affirmative vote of two-thirds of the qualified membership of the State Board.

NOTE: **The Bylaws of the State Board of Community Colleges were adopted on January 1, 1981, and most recently amended on August 19, 2005.**

Appendix 3 - Glossary of Relevant Terms

Academic Semester—A sixteen-week period during which credit classes are offered.

Academic Year—The academic year includes fall and spring semesters as well as an eleven-week summer term.

Accreditation—A formal means of recognizing an institution for maintaining standards that qualify the graduates for admission to higher institutions or for professional practice. Accrediting agencies are responsible for establishing the standards and evaluating the schools' compliance with them (e.g. Southern Association of Colleges and Schools, American Dental Association, Engineering).

Accountability—The acceptance of personal responsibility for the achievement of predetermined measurable objectives.

Adult Basic Education (ABE)—A program of basic skills for adults, 16 years of age or older and out of school, who function at less than a high school level.

Adult Education—Programs that provide opportunities for adults and out-of-school youth to further their education.

Affirmative Action—The planned, aggressive, coherent, management program to provide for equal employment opportunity. It is a results-oriented program designed to achieve equal employment opportunity rather than simply a policy to assure nondiscrimination. As an ongoing management program, it requires periodic evaluation. It is not a quota system.

Appropriation—The act by which the legislature provides the state dollars for the operation of an institution. Funds are appropriated to the State Board of Community Colleges to be distributed to the institutions.

Associate in Applied Science Programs (AAS)—These programs range from 64 to 76 semester hour credits. A full-time student can typically complete one of these programs within two years. In addition to major course work, associate in applied science degree programs require a minimum of 15 semester hour credits of general education. General education requirements include course work in communications, humanities/fine arts, social/behavioral sciences and natural sciences/mathematics. Certain courses in associate degree programs may be accepted by a four-year college or university for transfer credit in an associated field.

Association of Community College Trustees (ACCT)—A nonprofit international association with headquarters in Washington, DC, that seeks to unify, promote, encourage, and develop two-year institutions through the expertise and insight of trustee leadership.

Association of Governing Boards of Universities and Colleges (AGB)—A nonprofit educational organization of governing, coordinating, and advisory boards of post-secondary education. AGB exists to help its members fulfill their roles and meet their responsibilities. Headquarters are in Washington, DC.

Base Budget—Appropriations made by the Legislature to fund the current level of operation.

Biennium—A two-year period for which an agency builds a budget.

Capital Outlay—Capital outlay expenditures are those that result in the acquisition of fixed assets or additions to fixed assets (i.e. expenditures for land, buildings, or equipment).

Categorical Funds (restricted)—Funds from a federal, state, local, or private source that are restricted to expenditures in a particular category or program.

Certificate Programs—These programs range from 12 to 18 semester hour credits and can usually be completed within one semester by a full-time student. Associate degree level courses within a certificate program may also be applied toward a diploma or an associate in applied science degree.

Certification—A voluntary form of recognition for knowledge and skill in a particular profession.

Clock Hour—One hour of instruction given one student. Class periods from 50–60 minutes may be counted as one clock hour depending on the type of instruction delivered.

College Transfer Programs—These programs are offered through the Associate in Arts (AA), Associate in Fine Arts (AFA) and Associate in Science (AS) degrees. The Associate in Arts and the Associate in Science programs are part of the Comprehensive Articulation Agreement (CAA). This agreement addresses the transfer of students between institutions in the North Carolina Community College System and the constituent institutions of the University of North Carolina.

Compensatory Education—A special state-funded educational program for adults (over 17 years of age) with some mentally disability.

Competency-Based Instruction—Instruction based on measurable student performance outcomes consistent with the skills and knowledge needed by entry-level employees in a particular field.

Cooperative Skills Training—A training program specifically designed to provide customized training for existing industry. This training can be provided on campus or at the industrial site.

Credit Hour—An instructional unit used for recognition of the amount of credit a student earns for a given course. Example: Semester Credit Hour—A student who spends one classroom hour per week in a class for sixteen weeks earns one semester hour credit.

Current Expense—Funds used for the general operation of the institution to include salaries, benefits, and other instructional costs.

Curriculum Programs—A term used to describe a wide variety of planned educational programs which range in length from one semester to two years. These programs lead to certificates, diplomas or associate degrees, depending on the nature of the curriculum. Curriculum programs include certificate, diploma, Associate in Applied Science, Associate in Arts, Associate in Fine Arts, Associate in Science and Associate in General Education programs.

Developmental Education—A program providing specialized credit courses for students who need to improve their basic skill in order to perform at the level required for admission to degree and diploma programs. Usually these courses are in reading, writing, and mathematics.

Diploma Programs—These programs range from 36 to 48 semester hour credits and can usually be completed by a full-time student within two semesters and one summer term. Associate degree level courses within a diploma program may also be applied toward an Associate in Applied Science degree.

English as a Second Language (ESL)—A program of instruction to help adults with limited or no English language proficiency.

Expansion Budget—Additional funds from the legislature to increase the quantity or quality of services rendered.

Fiscal Year—The twelve-month period upon which the institution's budget is based that runs July1 – June 30.

Full-Time Equivalent (FTE)—One full-time equivalent (FTE) student represents 16 student membership hours per week for 16 weeks or 256 student membership hours for each semester enrolled.

- **Annual Curriculum FTE**—The total of fall and spring FTE.

- **Annual Extension FTE**—The total of spring, summer and fall sequenced periods FTE.

- **Budget Full-Time Equivalent (B/FTE)**—Used to prepare the operating budget and to provide for an equitable distribution of the operating funds allocated by the State Board to the institutions.

- **Equipment Full-Time Equivalent (E/FTE)**—Used to prepare the equipment budget and to provide for an equitable distribution of the equipment funds allocated by the State Board to the institutions.

- **Library Full-Time Equivalent (L/FTE)**—Used to prepare the library budget to provide for an equitable distribution of library funds allocated for the purchase of library books and audiovisual materials.

- **Credit Hour Full-Time Equivalent (H/FTE)**—Used in furnishing data to the North Carolina Commission on Higher Education Facilities and the University of North Carolina.

- **Construction Full-Time Equivalent (C/FTE)**—Used to determine priorities and institutional eligibility for federal and state construction funds for the institutions.

Full-Time Students—A student is considered full time if he/she carries 12 or more semester credit hours of classes.

General Educational Development (GED)—A high school equivalency program enabling adults to take the General Education Development Tests to determine if they are at the 12th grade completion level of English, social studies, science, reading, and math. Individuals achieving the required scores on the GED are awarded the High School Equivalency Diploma. The program is open to individuals 18 years or older.

General Education Programs—These programs are designed for individuals wishing to broaden their education, with emphasis on personal interest, growth and development. The two-year General Education program provides students opportunities to study english, literature, fine arts, philosophy, social science, science and mathematics at the college level. All courses in the program are college-level courses and many of the courses are equivalent to college transfer courses; however, the program is not principally designed for college transfer. Successful completion of 64-65 semester hour credits leads to an associate in general education degree (AGE).

Human Resource Development (HRD)—A program with prevocational training and counseling for chronically unemployed adults.

Non-Credit (Extension) Courses—Courses for professional training, upgrading or general interest.

Occupational Education—Any type of instruction or training (credit or non-credit) that prepares one to enter an occupation.

Other Costs—A term used to describe current instructional and operating instructional support costs excluding personnel and the associated fringe benefits. The term is used for supplies, travel, postage, etc.

Pell Grants—Need-based federally funded grants.

Transitional—Programs that do not lead to a formal award. They include special credit, Huskins Bill, high school, and dual enrolled high school programs.

Unduplicated Headcount—The total number of students (both full-time and part-time) enrolled in all courses during a year. Each student is counted only once during the year regardless of the number of classes he/she takes or the number of semesters for which he/she registers.

Often Used Terms and Acronyms

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

Term/Acronym	Meaning
A	Back to top
A4NCW	Align4NCWorks (Strategic Plan)
AA	Associate in Arts – A degree granted for planned programs of study consisting of a minimum of 60 semester hours and a maximum of 61 semester hours of college transfer courses.
AAS	Associate in Applied Science – A degree granted for planned programs 64-76 semester hours course work to provide entry-level employment education. An AAS program must include a minimum of 15 hours of general education and a minimum of 49 hours of major courses with numbers 110-199 or 210-299.
ACA	Affordable Care Act
ABE	Adult Basic Education (ABE) is a program of instruction below the high school level designed for adults who need to improve their reading, writing, speaking, problem solving, or computation skills to function more effectively in society, on a job, or in the family.
ACCBO	Association of Community College Budget Officers
ADA	Americans with Disabilities Act
AD&D	Accidental Death and Dismemberment insurance
AE	Associate in Engineering – A degree granted for planned programs of study consisting of a minimum of 60 semester hours and a maximum of 61 semester hours of college transfer courses, with an emphasis on engineering.
AEFLA	Adult Education and Family Literacy Act
AFA	Associate in Fine Arts – A degree granted for planned programs of study consisting of a minimum of 60 semester hours and a maximum of 61 semester hours of college transfer courses, with an emphasis on the arts.
AGE	Associate in General Education – A degree that is designed for the academic enrichment of students who wish to broaden their education, with emphasis on personal interest, growth and development. The program may include both university transfer and non-transfer courses.

AGI	adjusted gross income
AHS	Adult High School (AHS) instruction is offered cooperatively with local public school systems to help adults earn an Adult High School Diploma.
AS	Associate in Science – A degree granted for planned programs of study consisting of a minimum of 60 semester hours and a maximum of 61 semester hours of college transfer courses, with emphasis on the natural sciences.
AUD	Accountability and Audit Committee
AWS	American Welding Society
B	Back to top
Basic Skills	Basic Skills - Programs designed for adults who need to improve their reading, writing, speaking, problem solving, listening or computational skills to function more effectively in society, on a job, or in the family.
Basic Skills Plus.	Basic Skills Plus. Basic Skills Plus is a program developed to provide employability skills, job-specific occupational and technical skills, and developmental education instruction to students concurrently enrolled in an Adult High School or a high school equivalency program.
BEACON	The former name of the HR/Payroll system for State agencies
Best Literacy/Best Plus 2.0	Basic English Skills Test – NRS assessment used in College and Career Readiness to place and post-test students.
BEST NC	Business for Educational Success and Transformation
BEST Shared Services	Beacon Enterprise Support Team – support organization for employees and agency human resources and payroll personnel designed to provide human resources, benefits and payroll administration services and answers to human resources, benefits and payroll questions.
BFTE	Budget FTE
BioNetwork	Statewide resource that supports the training, education, and outreach needs of North Carolina's biotechnology and life sciences sector. Five community colleges host BioNetwork staff. They include: Asheville-Buncombe (A-B) Technical Community College, Forsyth Technical Community College, Gaston College, Pitt Community College, and Wake Technical Community College.
BLET	Basic Law Enforcement Training
BRITE	Biotechnology Research Institute and Technology Enterprise, NC Central University, BioNetwork partner.
BTEC	Biomanufacturing Training and Education Center, NC State - partner of BioNetwork

C	Back to top
CAA	Comprehensive Articulation Agreement – An agreement between the North Carolina Community College System and public and private universities to facilitate transfer between community colleges and 4-year universities.
CAL	Calendar Committee
CAO	Chief Academic Officer – The person at the local college level who bears the primary responsibility for all areas of curriculum programming.
Career Clusters Guide	Developed by the North Carolina Department of Public Instruction and the North Carolina Community College system to link the academic and Career and Technical Education programs at the secondary and postsecondary levels to increase student achievement.
CASAS	Comprehensive Adult Student Assessment Systems – An assessment used in College and Career Readiness to place and post-test students
CBE	competency-based education
CC	Community college
CCL	Combined Course Library – The set of statewide uniform courses from which North Carolina community colleges must choose their curriculum course offerings.
CCP	Career and College Promise program
CCP	Career and College Promise - Success in today's global economy may require a two-or four-year degree, a certificate or diploma. Through Career and College Promise, qualified high-school-age students in North Carolina have the opportunity to pursue these options, tuition free, while they are in high school, allowing them to get a jumpstart on their workplace and college preparation.
CCR	College and Career Readiness - Programs designed for adults who need to improve their reading, writing, speaking, problem solving, listening or computational skills to function more effectively in society, on a job, or in the family.
CCRG	Career and College-Ready Graduate Program
CE	Continuing Education programs provide education and training opportunities for targeted audiences. Courses are non-credit, short-term, and are offered in a variety of instructional delivery modes and locations.
CEC	Continuing Education Credit
Certificate	A program comprised of 12-18 semester hours of courses designed to provide entry-level employment training.

CEU	Continuing Education Unit – A unit of credit toward specific certification awarded for continuing education courses in collaboration with the certifying agency.
CI	Capital Improvement project
CIP Codes	Classification of Instructional Programs Codes – Nationally recognized codes to classify instructional programs for educational research and funding purposes.
CIP Project	Curriculum Improvement Project – A two-year project with state-wide representation to assess the current employer needs for a particular program area and revise courses and curriculum standards, as required, to meet the employer needs.
CIS	College Information System – A two-part system to interconnect all facets of NCCCS records – commonly differentiated as Colleague and Data Warehouse.
Clinical Practice	A structured, faculty-directed learning experience in a health sciences program which develops job proficiency. Clinical practice requires significant preparation, coordination, and scheduling by the faculty and is under the supervision of an instructor or preceptor who is qualified for the particular program. Credit of one semester hour is awarded for each 48 hours of clinical practice. (ratio of 3:1 credit hours).
COABE	Coalition on Adult Basic Education
COBRA	The Consolidated Omnibus Budget Reconciliation Act of 1985 (or COBRA) - the ability to continue health insurance coverage after leaving employment
Colleague	– A software package with enhancements and ancillary third-party products designed to interconnect the functions at the college level and to manage processes that are shared by the colleges and the System Office.
Concurrent Enrollment	Enrollment of high school students in regular college courses, usually located on the community college campus.
Corequisite Course	A courses taken at the same time as another course or prior to the course to be taken.
CR	Continuing Resolution – Legislation that is enacted that provides continuing budget authority, absent the enactment of a final budget.
CRC	Career Readiness Certification – Entry-level worker third party certification that measures a worker's abilities in three key workplace skills: • Reading for Information • Applied Mathematics • Locating Information

CCRC	Curriculum Course Review Committee – A committee of academic officers and presidents that serves as an arm of the State Board of Community Colleges, with the specific purpose of maintaining the curriculum courses in the Combined Course Library. This committee is charged with the responsibility of keeping the curriculum courses in the Combined Course Library current while guarding against proliferation of course duplications.
CTE	Career and Technical Education
CTE	Career Technical Education Pathway – A certificate or diploma level program offered under Career and College Promise.
Curriculum Standard	A set of criteria approved by the State Board of Community Colleges for each curriculum. The criteria establish the program description, minimum and maximum number of hours and required courses.
Curriculum Standard (Career Cluster Format)	Similar career technical education program majors grouped together under a program curriculum standard that utilize a common technical core (foundational courses).
D	Back to top
Data Warehouse	A massive database that stores five years of raw data. Standard reports with a fixed "snapshot" of data at a given date are available through menu/standard command options. Ad hoc reports are based on data in the warehouse on the day extracted; consequently, Ad hoc results vary as colleges update records.
Developmental Education	Programs that consist of courses and support services which include diagnostic assessment and placement, tutoring, advising, and writing assistance. These programs are designed to address academic preparedness, workforce retraining, development of general and discipline-specific learning strategies, and affective barriers to learning. Developmental courses do not earn credit toward a degree, diploma, or certificate. The numbers 010-099 shall be assigned to developmental courses.
Diploma	– A program comprised of 36-48 semester hours, including a minimum of 6 hours general education, which provide entry-level employment training.
DEI	diversity, equity, and inclusion
DL	Distance Learning – Organized delivery by means other than face-to-face classroom contact, such as via The Internet, video recordings, paper-based correspondence, or telecourse.
DPI	NC Department of Public Instruction, often referred to as K-12.
DWS	Division of Workforce Solutions, NC Department of Commerce

E	Back to top
Early College High Schools	Small autonomous schools where students earn an associate degree or two years of college credit.
EAP	Employee Assistance Program
EDPNC	Economic Development Partnership of North Carolina, the partnership formed by the General Assembly in 2014 to handle business recruitment, retention, international trade, tourism and film development. These functions were moved from Commerce.
EFC	expected family contribution
EFL	Educational Functioning Level – Way to identify measurable skill gains in adult education
EOB	Explanation of Benefits (as found on Beacon)
EOI	Evidence of Insurability – often required for benefit enrollment
EPA or EHRA	Employee/Position is Exempt from the State Personnel (now Human Resources Act)
ESL/ELA/ELL	English as a Second Language, English Language Acquisition, English Language Learner
ETA	Employment and Training Administration
Experiential Lab	Instruction given to a student by an instructor to increase the student's knowledge and skills without immediate student application. Credit of one semester hour is awarded for each 32 hours of experiential laboratory work. (ratio of 2:1 credit hours.)
F	Back to top
Faculty Directed Lab	Structured and coordinated demonstration by an instructor with immediate student application. Credit of one semester hour is awarded for each 48 hours of faculty directed laboratory work. (ration of 3:1 credit hours).
FAFSA	Free Application for Federal Student Aid
FC	Finance Committee
FERPA	The Family Educational Rights and Privacy Act of 1974 (FERPA or the Buckley Amendment) is a United States federal law
FIL	Family Illness Leave
FLSA	Fair Labor Standards Act – determines if position is subject to or exempt from overtime provisions
FMLA	Family and Medical Leave Act
FTE	Full-Time Equivalency – The number of hours equivalent to the hours one student is enrolled for the normal academic year of spring and fall terms. This method enables colleges to recognize the impact of part-time students as an aggregate.
FRD	Fiscal Research Division – A division of the General Assembly's non-partisan central staff that provides legislators information and advice on fiscal matters.

G	Back to top
GED	General Education Development – A program which provides instruction and testing for adults to complete their high school equivalency.
GOT	General Occupational Technology – A curriculum which is unique to an individual student's particular needs for employability skills.
H	Back to top
HECAC	Higher Education Collaborative Advisory Committee – Advisory committee composed of residency stakeholders who review residency policy and procedures in order to advice the State Education Assistance Authority in the governance of NC Residency.
HIPAA	Health Insurance Portability and Accountability Act, a 1996 Federal law that restricts access to individuals' private medical information
HiSET	High School Equivalency Test - A program which provides instruction and testing for adults to complete their high school equivalency.
HRD	Human Resources Development Program
HSE	North Carolina's High School Equivalency (HSE) Diploma program offers instruction to assist learners in preparing to successfully pass a designated high school equivalency test. A high school equivalency diploma is issued from the North Carolina State Board of Community Colleges upon successful completion of the complete battery of tests.
I	Back to top
ICAA	Independent Comprehensive Articulation Agreement – An agreement between the North Carolina Community College System and endorsing members of the North Carolina Independent Colleges and Universities to facilitate transfer between community colleges and private, North Carolina 4-year universities that endorse the agreement.
IELCE	Integrated English Literacy and Civics Education - Program is provided in combination with integrated education and training activities and designed to: (1) prepare adult English language learners for, and place in, unsubsidized employment in in-demand industries and occupations that lead to economic self-sufficiency; and (2) integrate with the local workforce development system and its functions to carry out the activities of the program.

IET	Integrated Education and Training - A service approach that provides adult education and literacy activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement.
IIPS	Institutional Information Processing System – Legacy-based software that will continue to be used for some colleges until 2013.
ITAC	Independent Transfer Advisory Committee - A committee comprised of community college and representatives from the NC Independent Colleges and Universities who administer the Independent Comprehensive Articulation Agreement.
J	Back to top
K	Back to top
L	Back to top
LEAD	Labor & Economic and Analysis Division
LEAs	law enforcement agencies
LEIS	Literacy Education Information System
LEOs	law enforcement officers
LINCS	Literacy Information and Communication System – A national leadership initiative to deliver high-quality, evidence-based resources, on-demand educational opportunities to practitioners of adult education.
LTD	Long Term Disability benefits
LOA	Leave of Absence
M	Back to top
MCC	Multi-campus center. A convenience location at which students can complete at least one associate degree. Typically, these locations serve at least 300 FTE students.
Middle College High Schools	Small autonomous schools where students take both high school and college credit courses, but are not guaranteed an associate degree or two years of transferable credit.
MPHSE	Multiple Pathways to High School Equivalency - An alternative diploma program designed for CCR students to attain a high school equivalency diploma.
MSG	Multiple Skills Gain – A WIOA-required indicator used in the Federal National Reporting System to demonstrate participants' progress toward achieving a credential or employment.

N	Back to top
N4CSGA	North Carolina Comprehensive Community College Student Government Association
NAM	National Association of Manufacturing
NCACCP	NC Association of Community College Presidents
NCACCT	NC Association of Community College Trustees
NC BIO	State affiliate of the Biotechnology International Organization, lobbies for NC Biotech industry.
NCBC	NC Biotechnology Center, economic development organization located in RTP.
NCBCE	NC business committee for education
NCC	NC Chamber
NCCCAEA	NC Community College Adult Educators Association
NCCCS	North Carolina Community College System
NCCCSO	North Carolina Community College System Office
NCCORD	NC Council of Resource Development - members include college foundation officers and grant writers.
NCEDA	NC Economic Developers Association, a statewide association of economic developers and allies.
NC Flex	State of North Carolina Flexible Benefits program
NCIH	North Carolina Information Highway – A network of interconnected sites to provide simultaneous interaction among those sites for classes, meetings, forums, etc.
NCREN	North Carolina Research and Education Network - High speed broadband network for 58 Community Colleges, UNC 16 Institutions, K-12 schools, and some Private Universities
NCTAP	NC Triangle Apprenticeship Program, group of businesses in Triangle area collaborating and promoting apprenticeship.
NC VIP	Valuing Individual Performance – the State's on-line performance management system
NCW	NC Works Commission
NCWorks	Effort announced by Governor McCrory in April 2014 to bring the state's workforce development programs, including some community colleges programs, into better alignment.
NGA	National Governors Association
NIMS	National Institute for Metalworking Skills
NRS	National Reporting System – The accountability system for the Federally funded adult education program.

O	Back to top
OCC	Off Campus Center – A convenience location that provides appropriate population and geographic access. Typically students may complete courses, certificates, or diplomas at these centers, but not full associate degrees at these locations.
OCTAE	Office of career, technical, and adult education
ORBIT	On-line Retirement Information through Integrated Technology - online tool for individual retirement information through the State's Retirement Office.
OSA	Office of State Auditor
OSBM	Office of State Budget and Management – The Governor's budget staff.
OSHR	Office of State Human Resources
P	Back to top
P & C	Purchase and Contract
PER	Personnel Committee
PLAN	Strategic Planning Committee
POP	Period of Participation – WIOA performance indicators are required to be calculated for adult ed participants based on the participants' periods of attendance.
POS	Program of Study – A listing of the exact courses that a college plans to offer to fulfill the requirements of a curriculum program. The initial and revised program of study must be approved by System Office staff prior to implementation.
Prerequisite Course	A course taken prior to another course.
PROG	Programs Committee
Q	Back to top
R	Back to top
R & R	Repairs and renovations
R-TAC	Reverse Transfer Advisory Committee – Joint committee with UNC governing policy and procedures to award community college associate degrees to students who transfer to UNC institutions with out an associate degree.
S	Back to top
SBCC	State Board of Community Colleges – The governing body of the North Carolina Community College System.

SBCC Code	State Board of Community Colleges Code – The administrative regulations that ensure compliance with North Carolina laws. (Previously called North Carolina Administrative Code.)
SBCN	Small Business Center Network. The network of small business centers located at each of the 58 community colleges. It is coordinated by a State Director here in the System Office (a position that is currently being filled on an interim basis by Anne Shaw, the Small Business Center Director at Coastal Carolina); however, Small Business Center Directors are employees of the colleges, not the System Office.
SDAA	Student Development Administrators Association – An association serving the vice presidents and deans in college student services divisions.
SEAA	State Education Assistance Authority – State Agency governing state financial aid and residency.
SEANC	State Employees' Association of NC
SECU	State Employees Credit Union
SEM	Strategic Enrollment Management – The alignment of college resources and efforts to strategically measure, improve, and evaluate the colleges relationship with all students from prospective students through alumni.
SHC	Semester Hour Credit – Credit assigned to a course that represents the contact in a normal 16-week semester, based on formulas for class, lab, work, and clinical methods of instruction.
SLO	Student Learning Outcomes – List of outcomes describing what students are able to demonstrate in terms of knowledge, skills, and values upon successful completion of a course. These have been developed on a system-wide basis and are available in the Combined Course Library for specific courses.
SO	System Office
SPA or SHRA	Employee/Position is Subject to the State Personnel (now Human Resources) Act
STD	Short Term Disability
T	Back to top
T & Cs	Terms and Conditions for a contract.
TABE	Tests of Adult Basic Education – An assessment used in College and Career Readiness to place and post-test students
TAC	Transfer Advisory Committee – A committee comprised of community college and university representatives who administer the Comprehensive Articulation Agreement.

TESOL International Association	Teaching English to Speakers of Other Languages – International professional association of ESL/ELL/ELA instructors.
Three Year Accountability Report	Submitted three years after curriculum program implementation. The report includes information on enrollment, completers, employment, licensure/accreditation and other pertinent information.
Title IX	Federal Law regulating student sexual harassment policy, procedures, and reporting of allegations, investigations, and results.
U	Back to top
UNC-GA	University of North Carolina General Administration. This is basically the System Office's counterparts within the UNC System.
US DOE	United States Department of Education
V	Back to top
VLC	Virtual Learning Community – A service of the North Carolina Community College System that provides courses for the colleges in the system to use for distance education.
W	Back to top
WCC	Workforce Credentials Coalition – A group started by the North Carolina Community College System and California Community College system advocating for third-party certification data access.
WCE	workforce continuing education
WDB	Workforce Development Board
WDLC	Workforce Development Leadership Council
WIOA	Workforce Investment and Opportunity Act, the federal law that governs the distribution and use of federal workforce dollars. This program is mostly contained within the Division of Workforce Solutions in the North Carolina Department of Commerce.
X	Back to top
Y	Back to top
Z	Back to top

Appendix 5 - Statutory Obligations of the State Board

The North Carolina General Statutes provide the following:

G.S. 115D-2.2. State Board of Community Colleges.

SBCC must fix the time of regular monthly State Board meetings.

SBCC must elect a Chairman and other necessary officers of the State Board at the first meeting after July 1 in odd-numbered years.

SBCC must meet a least ten (10) times a year and a least once a year with the State Board of Education and the Board of Governors of The University of North Carolina.

SBCC must inform appropriate appointing authority of vacancies in membership on the State Board.

SBCC may declare vacation the office of an appointed or elected member who does not attend three consecutive scheduled meetings without a justifiable excuse.

G.S. 115D-3. Community College System Office; Staff; Reorganization Authority.

SBCC must elect a State System Office President to serve as chief administrative officer.

System Office acts as principal administrative department of state government under the direction of the SBCC.

SBCC has authority to adopt, administer, all policies, regulations and standards which it deems necessary for the operation of the System Office.

System Office president selects the professional members necessary to carry out the staff complement of the Department on the recommendation of the State President.

May adopt and administer all policies, regulations and standards necessary for the operation of the Department of Community Colleges.

Exercise all other powers, duties and responsibilities delegated to the State Board of Education affecting the Department of Community Colleges not otherwise stated in Chapter 115D.

G.S. 115D-4. Establishment of Institutions

Recommend to the General Assembly the establishment of new institutions.

Approve expenditure of state funds for capital improvements at existing institutions jointly with the Governor who is required to consult with the Advisory Budget Commission.

G.S. 115D-5. Administration of institutions by State Board of Community Colleges; personnel exempt from North Carolina Human Resources Act; extension courses; tuition waiver; in-plant training; contracting, etc., for establishment and operation of extension units of the community college system; use of existing public school facilities.

SBCC establishes standards and scales for salaries and allotments of institutional employees paid from funds administered by the State Board.

SBCC requires all community colleges to meet the faculty credential requirements of the Southern Association of Colleges and Schools for all community college programs.

SBCC establishes a uniform registration fee or a schedule of uniform registration fees to charge students enrolled in extension courses financed primarily from state funds in lieu of tuition.

SBCC approves state funded courses offered to captive or co-opted students as defined by the State Board.

A Community College may not offer a new program without the approval of the State Board of Community Colleges except that approval shall not be required if the tuition for the program will fully cover the cost of the program.

SBCC may adopt and execute such policies, regulations, and standards concerning administration and operation of institutions as it may deem necessary to ensure the quality of educational programs, to promote the systematic meeting of education needs of the State, and to provide for the educational needs of the State, and to provide for the equitable distribution of State and Federal funds to institutions.

Approve sites, building plans, budgets, and chief administrative officers of institutions.

Establish and administer standards for professional personnel, curricula, admissions, and graduation.

Regulate the awarding of degrees, diplomas, and certificates.

Establish and regulate student tuition and fees and financial accounting procedures.

Establish general and uniform regulations for waiver of tuition and registration fees for training courses for certain courses and groups.

G.S. 115D-6. Withdrawal of state support.

The State Board of Community Colleges may withdraw or withhold State financial and administrative support of any institutions if;

- Required local financial support is not provided;
- Sufficient state funds are not provided;
- Prescribed standards of administration or instruction are not maintained; or
- The institution is not needed

G.S. 115D-15. Sale, exchange, and lease of property; use proceeds from donated property.

SBCC must approve the sale, exchange, or lease of unnecessary institutional property.

G.S. 115D-15.1. Disposition, acquisition, and construction of property by community colleges.

Local boards of trustees of a community college may, in connection with additions, improvements, renovations, or repairs to all or part of its property, lease, sell, or otherwise dispose of any of its property to the county in which the property is located for any price and on any terms negotiated between the board of trustees of the community college and the board of county commissioners.

G.S. 115D-19. Removal of Trustees.

SBCCC must notify local boards of trustees of the failure of members to perform their duties as trustees as required by law or lawful regulations or of members who are guilty of immoral or disreputable conduct.

G.S. 115D-20. Powers and Duties of Trustees.

Trustees must approve the election of presidents of institutions.

Approve the purchase of land, easements, or rights-of-way by institutions.

Regulate the use of donations, gifts, devises and the like from private donors by institutions.

Adopt standards and requirements for admission and graduation of students.

G.S. 115D-23. Workers Compensation Act applicable to institutional employees.

Develop standards for application of the Workers' Compensation Act for institutional employees paid in whole or in part from State funds.

G.S. 115D-25. Purchase of annuity or retirement income contracts for employees by local boards of trustees.

Adopt necessary regulations and procedures for purchase of annuity or retirement income contracts by institutions; prescribe the form.

G.S. 115D-31. State Financial Support of Institutions.

Provide from sources made available to the State Board funds to meet the financial needs of institutions as determined by policies and regulations of the State Board for capital outlay, current operating expenses, and additional support for regional institutions.

G.S. 115D-33. Providing local public funds for institutions established under this chapter.

Ascertain whether authority to provide adequate funds has been given by the voters of a proposed administrative area prior to making a favorable recommendation to the General Assembly for approval of establishment and operation of an institution.

G.S. 115D-39. Student tuition and fees.

The State Board shall fix and regulate all tuition and fees charged to students for applying to or attending any institution pursuant to Chapter 115D.

G.S. 115D-40.1. Financial Assistance for community college students.

SBCC must adopt rules to administer the disbursement of financial assistance for Community College students.

G.S. 115D-54. Preparation and submission of institutional budget.

Develop forms for submission of institutional budgets.

G.S. 115D-55. Budget Management.

SBCC must approve institutional budgets is such amounts as it deems necessary and available for the operation of each institution.

Develop procedures for allocations of funds (by purpose, function, or project) by local tax levying authorities.

SBCC may Request all financial records of institutions except private records of individuals protected by federal or state law.

G.S. 115D-58. Amendments to the budget; budget transfers.

Adopt rules and regulations governing amendment of institutional budgets.

G.S. 115D-58.1. Federal contracts and grants.

SBCC must adopt rules to govern the application for the acceptance of federal grants by institutions.

G.S. 115D-58.8. Facsimile signatures.

SBCC must adopt rules and regulations on the use and control of facsimile signatures by institutions.

G.S. 115D-59. Multiple-county administrative areas.

Approve contracts for establishment of institutions in a multiple county area.

G.S. 115D-59.10. Surety bonds and related insurance.

Determine which departmental employees and institutional employees must be bonded for the protection of state funds and property.

APPENDIX 6 – STATE BOARD OF COMMUNITY COLLEGES

COMMITTEE CHARTERS

STATE BOARD OF COMMUNITY COLLEGES
Accountability and Audit Committee Charter

I. Background
The State Board of Community Colleges derives its authority from the State Board Code. The Accountability and Audit Committee was established on March 16, 2007 in response to recommendations for improving the operations of the Community College System outlined in a State Auditor's letter of December 29, 2005 to President Martin Lancaster and the statewide Performance Audit entitled "Internal Auditing in North Carolina Agencies and Institutions" dated September 2006.

II. Purpose
The purpose of the Accountability and Audit Committee is to ensure strong and effective systems of internal controls within the North Carolina Community College System and to clearly indicate responsibilities related to that system of internal controls, and to strengthen internal audit activities within the North Carolina Community College System.

III. Organization
The Accountability and Audit Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board of Community Colleges shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated at the discretion of the Chair of the State Board of Community Colleges.

IV. Meetings
Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board of Community Colleges. The Accountability and Audit Committee shall meet on the same schedule as the other standing committees, as determined by the State Board of Community Colleges.

V. Responsibilities
The responsibilities of the Accountability and Audit Committee shall be:

1. To ensure that each division of the System Office and community colleges have in place processes and procedures that assess the following areas:
    a. Effectiveness and efficiency of operations
    b. Reliability and integrity of financial and operational information
    c. Safeguarding of assets, and
    d. Compliance with laws, regulations, and contracts;
2. To determine if appropriate controls are in place to mitigate risk, and to develop details on how identified areas of risk will be minimized;
3. To ensure that appropriate information to make well-informed decisions is received; and
4. To report to the full Board on an on-going basis.

VI. Duties

The specific duties of the Accountability and Audit Committee shall include:

1. Review the work performed at the System Office and community colleges by the Office of the State Auditor, CPA firms, and other advisors and report to the State Board of Community Colleges on these activities. The report to the State Board of Community Colleges should include, but not be limited to, audit reports, reviews, investigations, special assignments, findings, responses and resolutions;
2. Participate, when necessary, in training sessions related to system-wide internal controls and internal/external audit issues;
3. Study, review, and report on regulatory changes by government agencies, regulatory authorities, and accreditation bodies that impact the System Office and college procedures and make recommendations to the Board on actions to be taken;
4. Review findings of annual compliance reviews, conducted by the System Office Compliance Services unit, of each college; and
5. Review and resolve any inconsistencies found with internal control procedures and conflicts of interest situations.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Accountability and Audit Committee Charter.

Contact(s)

Bryan Jenkins
Executive Director of Accountability and State Board Affairs

STATE BOARD OF COMMUNITY COLLEGES
Strategic Planning Committee Charter

I. Background

The State Board of Community Colleges derives its authority from North Carolina General Statutes Chapter 115D and the State Board of Community Colleges Code. The Strategic Planning Committee was established on July 9, 2009.

II. Purpose

The purpose of the Strategic Planning Committee is to provide oversight of the North Carolina Community College System's mission, vision, and strategic direction.

III. Organization

The Strategic Planning Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the State Board Chair. Given the cross-functional nature of the Committee's work, full board involvement is encouraged. Only committee members may vote on committee matters requiring action.

IV. Meetings

The Strategic Planning Committee shall meet on dates determined by the State Board. The time of the Strategic Planning Committee meetings shall be set so there is no conflict with other State Board committee meetings.

V. Responsibilities

The responsibilities of the Strategic Planning Committee include:

1. Oversight of System strategic planning and plan implementation
2. Reviewing research and monitoring external forces and System competencies
3. Providing general guidance to the System regarding its strategic direction and initiatives

VI. Duties

The specific duties of the Strategic Planning Committee shall include:

1. Ensuring that the President maintains an effective strategic planning process, including the development and updating of a three- to five-year System strategic plan with measurable goals and metrics.
2. Monitoring the System's progress with strategic plan implementation, including quarterly reviews of strategic plan tactic progress and periodic review of progress on key performance indicators.
3. Recommending modifications to the strategic plan to the full board as needed based on changes in the educational environment, community needs, legislative developments, and other factors.
4. Reviewing research, trends, and workforce needs to understand the Community College

System's industry, market, community, and core competencies.

5. Discussing policy issues and other opportunities to improve the scope, cost-effectiveness, quality, and impact of services provided by the System and making recommendations to the full Board.
6. Reviewing and approving the Statewide Performance Measures Report and any substantive changes that may be made to strategic plan goals or objectives, Statewide Performance Measures, or other strategic plan Key Performance Indicators (KPIs).

Contact(s):

Jennifer Haygood
Chief of Staff

STATE BOARD OF COMMUNITY COLLEGES
Policy and Governance Committee Charter

I. Background
The State Board of Community Colleges derives its authority from Chapter 115D of the North Carolina General Statutes and the State Board of Community Colleges Code (SBCC Code).

II. Purpose
The purpose of the Policy and Governance Committee is to recommend policies for the State Board to adopt on behalf of the Community College System and to recommend improvements in the governance and operations of the State Board.

III. Organization
The Policy and Governance Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated at the discretion of the State Board Chair.

IV. Meetings
The Policy and Governance Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities
The responsibilities of the Committee shall be:

- To review SBCC Code changes;
- To review and evaluate the need for System-wide policy modifications;
- To review the Proprietary School Board actions and provide recommendations;
- To ensure that appropriate information to make well-informed decisions is received;
- To report to the full Board on an on-going basis;
- To periodically review and recommend modifications to the Bylaws of the State Board;
- To consider measures that make the State Board operate more efficiently and effectively; and
- To study, review and report on regulatory changes by government and accreditation bodies that impact the Community College System and make recommendations to the Board on actions to be taken.

The Committee may modify or supplement these responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Policy and Governance Committee Charter.

STATE BOARD OF COMMUNITY COLLEGES
PERSONNEL COMMITTEE CHARTER

I. Background

The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and State Board Code.

II. Purpose

The purpose of the Personnel Committee is to provide oversight of human resource matters within the North Carolina Community College System as provided by G.S. 115D-3 and G.S. 115D-5.

III. Organization

The Personnel Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the State Board Chair.

IV. Meetings

Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Personnel Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities

The responsibilities of the Personnel Committee shall be:

- To ensure the State Board has adopted college personnel policies, regulations, and standards it deems necessary to uphold the duties outlined in G.S. 115D-5.
- To ensure candidates recommended to serve as the chief administrative officer (i.e. president) of a community college are well-qualified to represent and serve the college and our System.
- To ensure the State Board has adopted personnel policies, regulations, and standards needed for the operation of the System Office.
- To ensure the System Office is staffed with persons of high competence and strong professional experience consistent with G.S. 115D-3.

VI. Duties

The specific duties of the Personnel Committee shall include:

1. To recommend State Board action on proposed changes to the State Board of Community Colleges Code (SBCCC) related to personnel matters;
2. To recommend State Board action on requests from college boards of trustees regarding the election of the college chief administrative officer (president);
3. To recommend State Board action on any recommended changes to the System Office Exempt from State Personnel Act (EPA) Personnel Policy.

4. To recommend State Board action on the appointment and compensation for System Office EPA positions consistent with the EPA Personnel Policy.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Personnel Committee Charter.

STATE BOARD OF COMMUNITY COLLEGES
Programs Committee Charter

I. Background
The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and the State Board Code.

II. Purpose
The Programs Committee establishes policies for the addition and revision of educational programs within the North Carolina Community College System that support the System's mission of providing high-quality, accessible educational opportunities that minimize barriers to post-secondary education, maximize student success, develop a globally and multi-culturally competent workforce and improve the lives and well-being of individuals.

The Programs Committee's purview impacts Curriculum, instruction for Captive and Co-opted groups, Student Services, Career and College Promise, Work-Based Learning, Customized Training, High School Equivalency, Tiered Funding Levels, Developmental Education, Basic Skills Plus, Curriculum Instructional Contracts, and Instructional Service Agreements to offer students a variety of learning opportunities throughout the state.

III. Organization
The Programs Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee.

IV. Meetings
Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Programs Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities
The responsibilities of the Programs Committee shall be:

- To ensure that the System Office continues to work with the education partners to provide quality education that is accessible to all students.
- To review the programs and courses that are offered within the state of North Carolina to assure that the colleges are best serving their communities
- To learn about trends and needs of the student population to assure what is being requested is what is needed.

VI. Duties
The specific duties of the Committee on Programs shall include review and approval, as required, of the following:

History Note: Effective 05/17/2019

- Curriculum Program Applications
- Curriculum Program Terminations
- Curriculum Standard Revisions
- New curriculum courses submitted through new-to-the system program applications for the *Combined Course Library*
- New continuing education courses for the Combined Course Library.
- Tier funding designations for continuing education and curriculum courses
- Programs and courses within the Captive/Co-opted groups;
- Articulation agreements between the NC Community College System and the various education partners.
- Criteria for the following:
    - Career and College Promise
    - Work-Based Learning
    - Customized Training
    - High School Equivalency
    - Tiered Funding Levels
    - Developmental Education
    - Basic Skills Plus
    - Curriculum Instructional Contracts
    - Instructional Service Agreements

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Programs Committee Charter.

History Note: Effective 05/17/2019

STATE BOARD OF COMMUNITY COLLEGES
Finance Committee Charter

I. Background

The State Board of Community Colleges derives its authority from North Carolina General Statutes Chapter 115D and the State Board of Community Colleges Code (SBCCC). The Finance Committee has been part of the State Board of Community Colleges since the creation of the Community College System within the State Board of Education in 1963.

II. Purpose

The purpose of the Finance Committee is to oversee fiscal policies and the distribution of State and federal funds that support the administration and operation of institutions within the North Carolina Community College System.

III. Organization

The Finance Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee.

IV. Meetings

Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Finance Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities

The responsibilities of the Finance Committee shall be:

- To ensure that the System Office and the Community Colleges have in place processes and procedures that assess the following areas:
    - Budgeting – general administration, instructional services, and support services;
    - Collection of established tuition and fees within the policies established by the General Assembly;
    - Fiscal Policy and Management;
    - Capital Improvements and management of the State capital funds
- To understand the allocation process utilized by the System Office to distribute funding to the Community Colleges.
- To ensure that appropriate fiscal information to make well-informed decisions is received; and
- To report to the full State Board on fiscal matters an on-going basis.

VI. Duties

The specific duties of the Finance Committee shall include:

- Budgeting
    - Per G.S. 115D-31, the State Board of Community Colleges is responsible for providing funds to support current operating expenses for general administration, instructional services, and support services. The State Board is also responsible for providing funds for equipment for administrative and instructional purposes and library books;
    - Approve the System's expansion budget request and supports its adoption by the General Assembly;
    - Approve budget allocations to colleges, either via formula basis, competitive Request for Proposal (RFP), or other rationale, except as delegated by 1H SBCCC 200.1(b);
- Tuition and Fees
    - Establish curriculum tuition and continuing education registration fee rates;
    - Establish policies regarding student tuition and fees;
    - Monitor receipt collections;
    - Adopt financial aid award schedules and policies;
- Fiscal Policy and Management
    - Adopt budget and fiscal policies consistent with legislation;
    - Approve System Office contracts in excess of the amounts delegated 1A SBCCC 200.6;
    - Per G.S. 115D-58.14, the State Board may increase or decrease a college's purchasing delegation, in consultation with the Department of Administration. The maximum delegation amount is $100,000.
- Capital Improvements
    - Approve sites and capital improvement projects under G.S. 115D-5, except as delegated by 1H SBCCC 400.4;
    - Approve the sale, exchange, or lease of property under G.S. 115D-15;
    - Approve the acquisition of property under G.S. 115D-20
    - Approve special construction delegation to colleges under G.S. 115D-9.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Finance Committee Charter.

STATE BOARD OF COMMUNITY COLLEGES
Legislative Affairs Committee Charter

I. Background
The State Board of Community Colleges derives its authority from North Carolina G.S. 115D and State Board Code. The Legislative Affairs Committee was established in August of 2015.

II. Purpose
The purpose of the Legislative Affairs Committee is to recommend legislative priorities, and provide support for and overview of legislation and activities that impact the North Carolina Community College System.

III. Organization
The Legislative Affairs Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated biennially at the discretion of the State Board Chair.

IV. Meetings
Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Legislative Affairs Committee shall meet on the same schedule as the other standing committees, as determined by the State Board or as needed by the Committee.

V. Responsibilities
The responsibilities of the Legislative Affairs Committee shall be:

- To build strong relationships with members of the North Carolina General Assembly with the goal of building legislative support for the North Carolina Community College System.
- To encourage other State Board members to develop relationships with legislators.
- To educate members of the General Assembly on the System's goals and priorities, including the Strategic Plan.
- To proactively advocate for the North Carolina Community College System with members of the General Assembly.
- To recommend legislative priorities that benefit the North Carolina Community College System.
- To report to the full Board on an on-going basis on legislation or legislative activities that impact the North Carolina Community College System or the State Board.

VI. Duties

The specific duties of the Legislative Affairs Committee shall include:

- Meet with or contact legislators regarding legislation impacting the Community College System.
- Review and approve the legislative priorities
- Determine and make recommendations for legislative strategies to the State Board.
- Review and make recommendations to the State Board on legislation impacting the North Carolina Community College System or the State Board.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Legislative Affairs Committee Charter.

Appendix 7 - State Government Ethics Act

Chapter 138A.

State Government Ethics Act.

Article 1.

General Provisions.

§ 138A-1. Title.

This Chapter shall be known and may be cited as the "State Government Ethics Act". (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-2. Purpose.

The purpose of this Chapter is to ensure that elected and appointed State agency officials exercise their authority honestly and fairly, free from impropriety, threats, favoritism, and undue influence. To this end, it is the intent of the General Assembly in this Chapter to ensure that standards of ethical conduct and standards regarding conflicts of interest are clearly established for elected and appointed State agency officials, that the State continually educates these officials on matters of ethical conduct and conflicts of interest, that potential and actual conflicts of interests are identified and resolved, and that violations of standards of ethical conduct and conflicts of interest are investigated and properly addressed. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-3. Definitions.

The following definitions apply in this Chapter:

(1) Blind trust. - A trust established by or for the benefit of a covered person or a member of the covered person's immediate family for divestiture of all control and knowledge of assets. A trust qualifies as a blind trust under this subdivision if the covered person or a member of the covered person's immediate family has no knowledge of the holdings and sources of income of the trust, the trustee of the trust is independent of and not associated with or employed by the covered person or a member of the covered person's immediate family and is not a member of the covered person's extended family, and the trustee has sole discretion as to the management of the trust assets.

(3) Board. - Any State board, commission, council, committee, task force, authority, or similar public body, however denominated, created by statute or executive order, as determined and designated by the Commission, except for those public bodies that have only advisory authority.

(5) Business. - Any of the following organized for profit:

a. Association.
b. Business trust.
c. Corporation.
d. Enterprise.
e. Joint venture.
f. Organization.
g. Partnership.
h. Proprietorship.
i. Vested trust.
j. Every other business interest, including ownership or use of land for income.

(7) Business with which associated. - A business in which the covered person or filing person or any member of that covered person's or filing person's immediate family does any of the following:

a. Is an employee.
b. Holds a position as a director, officer, partner, proprietor, or member or manager of a limited liability company, irrespective of the amount of compensation received or the amount of the interest owned.
c. Owns a legal, equitable, or beneficial interest of ten thousand dollars ($10,000) or more in the business or five percent (5%) of the business, whichever is less, other than as a trustee on a deed of trust.
d. Is a lobbyist registered under Chapter 120C of the General Statutes.

For purposes of this subdivision, the term "business" shall not include a widely held investment fund, including a mutual fund, regulated investment company, or pension or deferred compensation plan, if all of the following apply:

1. The covered person, filing person, or a member of the covered person's or filing person's immediate family neither exercises nor has the ability to exercise control over the financial interests held by the fund.
2. The fund is publicly traded, or the fund's assets are widely diversified.

(9) Commission. - The State Ethics Commission.

(11) Committee. - The Legislative Ethics Committee as created in Part 3 of Article 14 of Chapter 120 of the General Statutes.

(13) Compensation. - Any money, thing of value, or economic benefit conferred on or received by any covered person or filing person in return for services rendered or to be rendered by that covered person or filing person or another. This term does not include campaign contributions properly received and, reported as required by Article 22A of Chapter 163 of the General Statutes.

(15) Confidential information. - Information defined as confidential by the law.

(17) Constitutional officers of the State. - Officers whose offices are established by Article III of the North Carolina Constitution.

(19) Contract. - Any agreement, including sales and conveyances of real and personal property, and agreements for the performance of services.

(21) Covered person. - A legislator, public servant, or judicial officer, as identified by the Commission under G.S. 138A-11.

(23) Employing entity. - For public servants, any of the following bodies of State government of which the public servant is an employee or a member, or over which the public servant exercises supervision: agencies, authorities, boards, commissions, committees, councils, departments, offices, institutions and their subdivisions, and constitutional offices of the State. For legislators, it is the house of which the legislator is a member. For legislative employees, it is the authority that hired the individual. For judicial employees, it is the Chief Justice.

(25) Extended family. - Spouse, lineal descendant, lineal ascendant, sibling, spouse's lineal descendant, spouse's lineal ascendant, spouse's sibling, and the spouse of any of these individuals.

(27) Filing person. - An individual required to file a statement of economic interest under G.S. 138A-22.

(28), (29) Reserved for future codification purposes.

(30) Financial benefit. - A direct pecuniary gain or loss to the legislator, the public servant, or a person with which the legislator or public servant is associated, or a direct pecuniary loss to a business competitor of the legislator, the public servant, or a person with which the legislator or public servant is associated.

(32) Gift. - Anything of monetary value given or received without valuable consideration by or from a lobbyist, lobbyist principal, liaison personnel, or a person described under G.S. 138A-32(d)(1), (2), or (3). The following shall not be considered gifts under this subdivision:

a. Anything for which fair market value, or face value if shown, is paid by the covered person or legislative employee.

b. Commercially available loans made on terms not more favorable than generally available to the general public in the normal course of business if not made for lobbying.

c. Contractual arrangements or commercial relationships or arrangements made in the normal course of business if not made for lobbying.

d. Academic or athletic scholarships based on the same criteria as applied to the public.

e. Anything of value properly reported as required under Article 22A of Chapter 163 of the General Statutes.

f. Expressions of condolence related to a death of an individual, sent within a reasonable time of the death, if the expression is one of the following:

1. A sympathy card, letter, or note.
2. Flowers.
3. Food or beverages for immediate consumption.
4. Donations to a religious organization, charity, the State or a political subdivision of the State, not to exceed a total of two hundred dollars ($200.00) per death per donor.

(33) through (35) Reserved for future codification purposes.

(36) Governmental unit. - A political subdivision of the State, and any other entity or organization created by a political subdivision of the State.

(38) Honorarium. - Payment for services for which fees are not legally or traditionally required.

(40) Immediate family. - An unemancipated child of the covered person residing in the household and the covered person's spouse, if not legally separated. A member of a covered person's extended family shall also be considered a member of the immediate family if actually residing in the covered person's household.

(42) Judicial employee. - The director and assistant director of the Administrative Office of the Courts and any other individual, designated by the Chief Justice, employed in the Judicial Department whose annual compensation from the State is sixty thousand dollars ($60,000) or more.

(44) Judicial officer. - Justice or judge of the General Court of Justice, district attorney, clerk of court, or any individual elected or appointed to any of these positions prior to taking office.

(46) Legislative action. - As the term is defined in G.S. 120C-100.

(48) Legislative employee. - As the term is defined in G.S. 120C-100.

(50) Legislator. - A member or presiding officer of the General Assembly, or an individual elected or appointed a member or presiding officer of the General Assembly before taking office.

(52) Lobbying. - As the term is defined in G.S. 120C-100.

(54) Nonprofit corporation or organization with which associated. - Any not for profit corporation, organization, or association, incorporated or otherwise, that is organized or operating in the State primarily for religious, charitable, scientific, literary, public health and safety, or educational purposes and of which the covered person, filing person, or any member of the covered person's or filing person's immediate family is a director, officer, governing board member, employee, lobbyist registered under Chapter 120C of the General Statutes, or independent contractor. "Nonprofit corporation or organization with which associated" shall not include any board, entity, or other organization created by this State or by any political subdivision of this State.

(56) Official action. - Any decision, including administration, approval, disapproval, preparation, recommendation, the rendering of advice, and investigation, made or contemplated in any proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, investigation, charge, or rule making.

(58) Participate. - To take part in, influence, or attempt to influence, including acting through an agent or proxy.

(60) Permanent designee. - An individual designated by a public servant to serve and vote in the absence of the public servant on a regular basis on a board on which the public servant serves.

(62) Person. - Any individual, firm, partnership, committee, association, corporation, business, or any other organization or

group of persons acting together. The term "person" does not include the State, a political subdivision of the State, a board, or any other entity or organization created by the State or a political subdivision of the State.

(63), (64) Reserved for future codification purposes.

(65) Person with which the legislator is associated. - Any of the following:

a. A member of the legislator's extended family.

b. A client of the legislator.

c. A business with which the legislator or a member of the legislator's immediate family is associated.

d. A nonprofit corporation or association with which the legislator or a member of the legislator's immediate family is associated.

e. The State, a political subdivision of the State, a board, or any other entity or organization created by the State or a political subdivision of the State that employs the legislator or a member of the legislator's immediate family.

(67) Person with which the public servant is associated. - Any of the following:

a. A member of the public servant's extended family.

b. A client of the public servant.

c. A business with which the public servant or a member of the public servant's immediate family is associated.

d. A nonprofit corporation or association with which the public servant or a member of the public servant's immediate family is associated.

e. The State, a political subdivision of the State, a board, or any other entity or organization created by the State or a political subdivision of the State that employs the public servant or a member of the public servant's immediate family.

(69) Political party. - Either of the two largest political parties in the State based on statewide voter registration at the applicable time.

(70) Public servants. - All of the following:

a. Constitutional officers of the State and individuals elected or appointed as constitutional officers of the State prior to taking office.

b. Employees of the Office of the Governor.

c. Heads of all principal State departments, as set forth in G.S. 143B-6, who are appointed by the Governor.

d. The chief deputy and chief administrative assistant of each individual designated under sub-subdivision a. or c. of this subdivision.

e. Confidential assistants and secretaries as defined in G.S. 126-5(c)(2), to individuals designated under sub-subdivision a., c., or d. of this subdivision.

f. Employees in exempt positions designated in accordance with G.S. 126-5(d)(1), (2), or (2a) and confidential secretaries to these individuals.

g. Any other employees or appointees in the principal State departments as may be designated by the Governor to the extent that the designation does not conflict with the State Personnel Act.

h. Judicial employees.

i. All voting members of boards, including ex officio members, permanent designees of any voting member, and members serving by executive, legislative, or judicial branch appointment.

j. For The University of North Carolina, the voting members of the Board of Governors of The University of North Carolina, the president, the vice-presidents, and the chancellors, the vice-chancellors, and voting members of the boards of trustees of the constituent institutions.

k. For the Community College System, the voting members of the State Board of Community Colleges, the President and the chief financial officer of the Community College System, the president, chief financial officer, and chief administrative officer of each community college, and voting members of the boards of trustees of each community college.

l. Members of the State Board, the executive director, and the assistant executive director of the State Board.

m. Individuals under contract with the State working in or against a position included under this subdivision.

n. The director of the Office of State Human Resources.

o. The State Controller.

p. The State Chief Information Officer, deputy chief information officers, chief financial officers, and general counsel of the Department of Information Technology.

q. The director of the State Museum of Art.
r. Repealed by Session Laws 2021-90, s. 2(b), effective July 22, 2021.
s. The Commissioner of Motor Vehicles.
t. The Commissioner of Banks and the chief deputy commissioners of the Banking Commission.
u. The executive director of the North Carolina Housing Finance Agency.
v. The executive director, chief financial officer, and chief operating officer of the North Carolina Turnpike Authority.

(71) through (80) Reserved for future codification purposes.

(81) State agency. - An agency in the executive branch of the government of this State, including the Governor's Office, a board, a department, a division, and any other unit of government in the executive branch.

(83) Vested trust. - A trust, annuity, or other funds held by a trustee or other third party for the benefit of the covered person or a member of the covered person's immediate family, except a blind trust. A vested trust shall not include a widely held investment fund, including a mutual fund, regulated investment company, or pension or deferred compensation plan, if:

a. The covered person or a member of the covered person's immediate family neither exercises nor has the ability to exercise control over the financial interests held by the fund; and
b. The fund is publicly traded, or the fund's assets are widely diversified. (2006-201, s. 1; 2007-347, ss. 7, 8; 2007-348, ss. 19-26; 2008-187, s. 44; 2008-213, ss. 40-54, 84(c); 2010-169, ss. 10, 17(n), (o); 2010-170, s. 14; 2013-382, s. 9.1(c); 2015-241, s. 7A.4(n); 2017-6, s. 3; 2018-146, s. 3.1(a), (b); 2021-90, s. 2(b).)

§ 138A-4. Application to Lieutenant Governor.

For purposes of this chapter, the Lieutenant Governor shall be considered a legislator when carrying out the Lieutenant Governor's duties under Sec. 13 of Article II of the Constitution, and a public servant for all other purposes. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-5: Reserved for future codification purposes.

Article 2.

State Ethics Commission.

§ 138A-6. State Ethics Commission established.

There is established the State Ethics Commission. (2006-201, s. 1; 2017-6, ss. 4(c), 5(a); 2018-146, ss. 3.1(a), (b), 3.3(a).)

§ 138A-7. Membership.

(a) The Commission shall consist of eight members. Four members shall be appointed by the Governor, of whom no more than two shall be of the same political party. Four members shall be appointed by the General Assembly, two upon the recommendation of the Speaker of the House of Representatives, neither of whom shall be of the same political party, and two upon the recommendation of the President Pro Tempore of the Senate, neither of whom shall be of the same political party. Members shall serve for four-year terms, beginning January 1, 2019, except for the initial terms that shall be as follows:

(1) Two members appointed by the Governor shall serve an initial term of one year.

(2) Two members appointed by the General Assembly, one upon the recommendation of the Speaker of the House of Representatives and one upon the recommendation of the President Pro Tempore of the Senate, shall serve initial terms of two years.

(3) Two members appointed by the Governor shall serve initial terms of three years.

(4) Two members appointed by the General Assembly, one upon the recommendation of the Speaker of the House of Representatives and one member upon the recommendation of the President Pro Tempore of the Senate, shall serve initial terms of four years.

(b) Members shall be removed from the Commission only for misfeasance, malfeasance, or nonfeasance. Members appointed by the Governor may be removed by the Governor. Members appointed by the General Assembly upon the recommendation of the Speaker of the House of Representatives shall be removed by the Governor upon the recommendation of the Speaker. Members appointed by the General Assembly upon the recommendation of the President Pro Tempore of the Senate shall be removed by the Governor upon the recommendation of the President Pro Tempore of the Senate.

(c) Vacancies in appointments made by the Governor shall be filled by the Governor for the remainder of any unfulfilled term. Vacancies in

appointments made by the General Assembly shall be filled in accordance with G.S. 120-122 for the remainder of any unfulfilled term.

(d) No member while serving on the Commission or employee while employed by the Commission shall:

(1) Hold or be a candidate for any other office or place of trust or profit under the United States, the State, or a political subdivision of the State.

(2) Hold office in any political party above the precinct level.

(3) Participate in or contribute to the political campaign of any covered person or any candidate for a public office as a covered person over which the Commission would have jurisdiction or authority.

(4) Otherwise be an employee of the State, a community college, or a local school administrative unit, or serve as a member of any other State board.

(e) No individual is eligible to serve on the Commission who, within the 48 months prior to appointment, has held any of the following positions with an organization that has engaged in electioneering in those 48 months:

(1) Director, officer, or governing board member.

(2) Employee.

(3) Lobbyist registered under Chapter 120C of the General Statutes.

(4) Independent contractor.

(5) Legal counsel of record.

(f) The Governor shall annually appoint a member of the Commission to serve as chair of the Commission. The Commission shall elect a vice-chair annually from its membership. The vice-chair shall act as the chair in the chair's absence or if there is a vacancy in that position.

(g) Members of the Commission shall receive no compensation for service on the Commission but shall be reimbursed for subsistence, travel, and convention registration fees as provided under G.S. 138-5 or G.S. 138-7, as applicable.

(h) No individual may serve more than two consecutive four-year terms. (2006-201, s. 1; 2017-6, ss. 4(c), 5(b); 2018-2, s. 8(b); 2018-13, s. 5; 2018-146, ss. 3.1(a), (b), 3.3(b).)

§ 138A-8. Meetings and quorum.

The Commission shall meet at least quarterly and at other times as called by its chair or by four of its members. In the case of a vacancy in the chair, meetings may be called by the vice-chair. Five members of the Commission constitute a quorum. (2006-201, s. 1; 2017-6, ss. 4(c), 5(c); 2018-146, ss. 3.1(a), (b), 3.3(c).)

§ 138A-9. Staff and offices.

(a) The Commission may employ professional and clerical staff, including an executive director.

(b) The Commission shall be located within the Department of Administration for administrative purposes only, but shall exercise all of its powers, including the power to employ, direct, and supervise all personnel, independently of the Secretary of Administration, and is subject to the direction and supervision of the Secretary of Administration only with respect to the management functions of coordinating and reporting. The Department shall provide administrative support to the Commission free of charge. (2006-201, s. 1; 2015-241, s. 27.1; 2017-6, ss. 4(c), 5(d); 2018-146, ss. 3.1(a), (b), 3.3(d).)

§ 138A-10. Powers and duties.

(a) In addition to other powers and duties specified in this Chapter, the State Board shall:

(1) Provide reasonable assistance to covered persons in complying with this Chapter.

(2) Develop readily understandable forms, policies, and procedures to accomplish the purposes of the Chapter.

(3) Identify and publish the following:

a. A list of nonadvisory boards.

b. The names of individuals subject to this Subchapter as covered persons and legislative employees under G.S. 138A-11.

(4) Receive and review all statements of economic interest filed with the Commission by prospective and actual covered persons as provided in G.S. 138A-28. Pursuant to G.S. 138A-24(c), this subdivision does not apply to statements of economic interest of legislators and judicial officers.

(5) Conduct inquiries of alleged violations against judicial officers, legislators, and legislative employees in accordance with G.S. 138A-28.

(6) Conduct inquiries into alleged violations against public servants in accordance with G.S. 138A-12.

(6a) Issue confidential recommendations to the State Board of Elections regarding the appropriateness of a criminal referral of campaign finance violations.

(7) Render advisory opinions in accordance with G.S. 138A-13 and G.S. 138A-102.

(8) Initiate and maintain oversight of ethics educational programs for public servants and their staffs, and legislators and legislative employees, consistent with G.S. 138A-14.

(9) Conduct a continuing study of governmental ethics in the State and propose changes to the General Assembly in the government process and the law as are conducive to promoting and continuing high ethical behavior by governmental officers and employees.

(10) Adopt procedures and guidelines to implement this Chapter.

(11) Report annually to the General Assembly and the Governor on the Commission activities and generally on the subject of public disclosure, ethics, and conflicts of interest, including recommendations for administrative and legislative action, as the Commission deems appropriate.

(12) Publish annually statistics on complaints filed with or considered by the State Board, including the number of complaints filed, the number of complaints referred under G.S. 138A-12(c), the number of complaints dismissed under G.S. 138A-12(e)(4), the number of complaints dismissed under G.S. 138A-12(h), the number of complaints referred for criminal prosecution under G.S. 138A-12, the number of complaints dismissed under G.S. 138A-12(j), the number of complaints referred for appropriate action under G.S. 138A-12(j) or G.S. 138A-12(m)(3), and the number and age of complaints pending action by the Commission.

(13) Perform other duties as may be necessary to accomplish the purposes of this Chapter.

(b) The Commission may authorize the Executive Director and other staff of the Commission to evaluate statements of economic interest on behalf of the Commission as authorized under subdivision (a)(4) of this section.

(c) Except as otherwise provided in this Chapter, the Commission shall be the sole State agency with authority to determine compliance with or violations of this Chapter and to issue interpretations and advisory opinions under this Chapter. Decisions and advisory opinions by the Commission under this Chapter shall be binding on all other State agencies. (2006-201, s. 1; 2008-213, s. 55; 2008-215, s. 7; 2009-549, s. 8; 2013-360, s. 30.4(a); 2017-6, s. 3; 2018-146, ss. 3.1(a), (b), 4.11(a).)

§ 138A-11. Identify and publish names of covered persons and legislative employees.

The Commission shall identify and publish at least quarterly a listing of the names and positions of all individuals subject to this Chapter as covered persons or legislative employees. The Commission shall also identify and publish at least annually a listing of all boards to which this Chapter applies. This listing may be published electronically on a public Internet Web site maintained by the Commission. (2006-201, s. 1; 2008-213, s. 56; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-12. Inquiries by the Commission.

(a) Jurisdiction. - The Commission may receive complaints alleging unethical conduct by covered persons and legislative employees and shall conduct inquiries of complaints alleging unethical conduct by covered persons and legislative employees, as set forth in this section.

(b) Notice of Allegation. - Upon receipt by the State Board of a written allegation of unethical conduct by a covered person or legislative employee, or the initiation by the State Board of an inquiry into unethical conduct under subsection (c) of this section, the State Board shall immediately notify the covered person or legislative employee subject to the allegation or inquiry in writing.

(c) Institution of Proceedings. - On its own motion, in response to a signed and sworn, under oath or affirmation, complaint of any registered voter filed with the Commission, or upon the written request of any public servant or those responsible for the hiring, appointing, or supervising of a public servant, the Commission shall conduct an inquiry into any of the following:

(1) The application or alleged violation of this Chapter.

(2) For legislators, the application or alleged violations of Part 1 of Article 14 of Chapter 120 of the General Statutes.

(3) An alleged violation of the criminal law by a covered person in the performance of that individual's official duties.

(4) An alleged violation of G.S. 126-14.

Upon receipt of a referral under G.S. 147-64.6B or a report under G.S. 147-64.6(c)(19), the Commission may conduct an inquiry under this section on its own motion. Allegations of violations of the Code of Judicial Conduct shall be referred to the Judicial Standards Commission without investigation.

(d) Complaints on Its Own Motion. - An investigation initiated by the Commission on its own motion or upon written request of any public servant or those responsible for the hiring, appointing, or supervising of a public servant instituted under subsection (c) of this section shall be treated as a complaint for purposes of this section and need not be sworn or verified.

(e) Complaint. -

(1) A sworn complaint filed under this Chapter shall state the name, address, and telephone number of the individual filing the complaint, the name and job title or appointive position of the covered person or legislative employee against whom the complaint is filed, and a concise statement of the nature of the complaint and specific facts indicating that a violation of this Chapter or Chapter 120 of the General Statutes or G.S. 126-14 or the criminal law in the performance of that individual's official duties has occurred, the date the alleged violation occurred, and either (i) that the contents of the complaint are within the knowledge of the individual verifying the complaint, or (ii) the basis upon which the individual verifying the complaint believes the allegations to be true.

(2) Except as provided in subsection (f) of this section, a complaint filed under this Chapter must be filed within two years of the date the complainant knew or should have known of the conduct upon which the complaint is based.

(3) The Commission may decline to accept, refer, or conduct an inquiry into any complaint that does not meet all of the requirements set forth in subdivision (1) of this subsection, or the Commission may, in its sole discretion, request additional information to be provided by the complainant within a specified period of time of no less than five business days.

(4) In addition to subdivision (3) of this subsection, the Commission may decline to accept, refer, or conduct an inquiry into a complaint if it determines that any of the following apply:

a. The complaint is frivolous or brought in bad faith.

b. The covered person or legislative employee and conduct complained of have already been the subject of a prior complaint.

c. The conduct complained of is primarily a matter more appropriately and adequately addressed and handled by other federal, State, or local agencies or authorities, including law enforcement authorities. If other agencies or authorities are conducting an investigation of the same actions or conduct involved in a complaint filed under this section, the Commission may stay its complaint inquiry pending final resolution of the other investigation.

(5) The Commission shall send a copy of the complaint to the covered person or legislative employee who is the subject of the

complaint and the employing entity, within 10 business days of the filing.

(f) Conduct of Inquiry of Complaints by the Commission. - The Commission shall conduct an inquiry into all complaints properly before the Commission in a timely manner. The Commission shall initiate an inquiry into a complaint within 10 business days of the filing of the complaint. The Commission is authorized to initiate inquiries upon request of any member of the Commission if there is reason to believe that a covered person or legislative employee has or may have violated this Chapter. Commission-initiated complaint inquiries under this section shall be initiated within two years of the date the State Board knew of the conduct upon which the complaint is based, except when the conduct is material to the continuing conduct of the duties in office. In determining whether there is reason to believe that a violation has or may have occurred, a member of the Commission may take general notice of available information even if not formally provided to the Commission in the form of a complaint. The Commission may utilize the services of a hired investigator when conducting inquiries.

(g) Covered Person and Legislative Employees Cooperation With Inquiry. - Covered persons and legislative employees shall promptly and fully cooperate with the Commission in any Commission-related inquiry. Failure to cooperate fully with the Commission in any inquiry shall be grounds for sanctions as set forth in G.S. 138A-45.

(h) Dismissal of Complaint After Preliminary Inquiry. - The Commission shall conclude the preliminary inquiry within 20 business days. The Commission shall dismiss the complaint, if at the end of its preliminary inquiry the Commission determines that any of the following apply:

(1) The individual who is the subject of the complaint is not a covered person or legislative employee subject to the Commission's jurisdiction and authority under this Chapter.

(2) The complaint does not allege facts sufficient to constitute a violation within the jurisdiction of the Commission under subsection (c) of this section.

(3) The complaint is determined to be frivolous or brought in bad faith.

(i) Commission Inquiries. - If at the end of its preliminary inquiry, the Commission determines to proceed with further inquiry into the conduct of a covered person or legislative employee, the Commission shall provide written notice to the individual who filed the complaint and the covered person or legislative employee as to the fact of the inquiry and the charges against the covered person or legislative employee. The covered person or legislative

employee shall be given an opportunity to file a written response with the Commission.

(j) Action on Inquiries. - The Commission shall conduct inquiries into complaints to the extent necessary to either dismiss the complaint for lack of probable cause of a violation under this section, or:

(1) For public servants, decide to proceed with a hearing under subsection (k) of this section.

(2) For legislators, except the Lieutenant Governor, refer the complaint to the Committee.

(3) For judicial officers, refer the complaint to the Judicial Standards Commission for complaints against justices and judges, to the senior resident superior court judge of the district or county for complaints against district attorneys, or to the chief district court judge for the district or county for complaints against clerks of court.

(4) For legislative employees, refer the complaint to the employing entity.

(k) Hearing. -

(1) The Commission shall give full and fair consideration to all complaints received against a public servant. If the Commission determines that the complaint cannot be resolved without a hearing, or if the public servant requests a hearing, a hearing shall be held.

(2) The Commission shall send a notice of the hearing to the complainant, and the public servant. The notice shall contain the time and place for a hearing on the matter, which shall begin no less than 30 days and no more than 90 days after the date of the notice.

(3) The Commission shall make available to the public servant or that public servant's private legal counsel all documents or other evidence which are intended to be presented at the hearing to the Commission or which a reasonable person would believe might exculpate the accused public servant at least 30 days prior to the date of the hearing held in connection with the investigation of a complaint. Any documents or other evidence discovered within less than 30 days of the hearing shall be furnished as soon as possible after discovery but prior to the hearing.

(4) At any hearing held by the Commission:

a. Oral evidence shall be taken only on oath or affirmation.

b. The hearing shall be open to the public, except for matters involving minors, personnel records, or matters that could otherwise be considered in closed session under G.S. 143-318.11. In any event, the deliberations by the Commission on a complaint may be held in closed session.

c. The public servant being investigated shall have the right to present evidence, call and examine witnesses, cross-examine witnesses, introduce exhibits, and be represented by counsel.

(*l*) Settlement of Inquiries. - The public servant who is the subject of the complaint and the staff of the Commission may meet by mutual consent before the hearing to discuss the possibility of settlement of the inquiry or the stipulation of any issues, facts, or matters of law. Any proposed settlement of the inquiry is subject to the approval of the Commission.

(m) Disposition of Inquiries. - After hearing, the Commission shall dispose of the matter in one or more of the following ways:

(1) If the Commission finds substantial evidence of an alleged violation of a criminal statute, the Commission shall refer the matter to the Attorney General for investigation and referral to the district attorney for possible prosecution.

(2) If the Commission finds that the alleged violation is not established by clear and convincing evidence, the Commission shall dismiss the complaint.

(3) If the Commission finds that the alleged violation of this Chapter is established by clear and convincing evidence, the Commission shall do one or more of the following:

a. Issue a private admonishment to the public servant and notify the employing entity, if applicable. Such notification shall be treated as part of the personnel record of the public servant.

b. Refer the matter for appropriate action to the Governor and the employing entity that appointed or employed the public servant or of which the public servant is a member.

c. Refer the matter for appropriate action to the Chief Justice for judicial employees.

d. Refer the matter to the Principal Clerks of the House of Representatives and Senate of the General Assembly for constitutional officers of the State.

e. Refer the matter for appropriate action to the principal clerk of the house of the General Assembly that elected

the public servant for members of the Board of Governors and the State Board of Community Colleges.

(n) Notice of Dismissal. - Upon the dismissal of a complaint under this section, the Commission shall provide written notice of the dismissal to the individual who filed the complaint and the covered person or legislative employee against whom the complaint was filed. The Commission shall forward copies of complaints and notices of dismissal of complaints against legislators to the Committee, against legislative employees to the employing entity for legislative employees, and against judicial officers to the Judicial Standards Commission for complaints against justices and judges, and the senior resident superior court judge of the district or county for complaints against district attorneys, or the chief district court judge of the district or county for complaints against clerks of court. The Commission shall also forward a copy of the notice of dismissal to the employing entity of the covered person against whom a complaint was filed if the employing entity received a copy of the complaint under subdivision (5) of subsection (e) of this section. Except as provided in subsection (p) of this section, the complaint and notice of dismissal are confidential and not public records.

(o) Reports and Records. - The Commission shall render the results of its inquiry in writing. When a matter is referred under subdivision (j)(2) and (3), or subsection (m) of this section, the Commission's report shall consist of the complaint, response, and detailed results of its inquiry in support of the Commission's finding of a violation under this Chapter.

(p) Confidentiality. - Complaints and responses filed with the Commission and reports and other investigative documents and records of the Commission connected to an inquiry under this section, including information provided pursuant to G.S. 147-64.6B or G.S. 147-64.6(c)(19), shall be confidential and not matters of public record, except as otherwise provided in this section or when the covered person or legislative employee under inquiry requests in writing that the complaint, response, and findings be made public. Once a hearing under this section commences, the complaint, response, and all other documents offered at the hearing in conjunction with the complaint, not otherwise privileged or confidential under law, shall be public records. If no hearing is held at such time as the State Board reports to the employing entity a recommendation of sanctions, the complaint and response shall be made public.

(q) Staff to the Commission may share with staff to the Committee information connected to an inquiry into the conduct of a legislator under this section. The Commission shall provide to the Committee copies of all reports, investigative documents, information, and other documents used by the State Board when it refers a complaint to the Committee under subdivision (2) of subsection (j) of this section. Upon written request by staff to the Committee, the

Commission shall provide copies of all reports, investigative documents, information, and other documents used by the Commission when it dismisses a complaint against a legislator under subsection (n) of this section. The information and documents provided to the Committee and staff to the Committee and the written request provided to the Commission are confidential and are not public records as defined in G.S. 132-1.

(r) Recommendations of Sanctions. - After referring a matter under subsection (m) of this section, if requested by the entity to which the matter was referred, the State Board may recommend sanctions or issue rulings as it deems necessary or appropriate to protect the public interest and ensure compliance with this Subchapter. In recommending appropriate sanctions, the State Board may consider the following factors:

(1) The public servant's prior experience in an agency or on a board and prior opportunities to learn the ethical standards for a public servant as set forth in Article 7 of this Chapter, including those dealing with conflicts of interest.
(2) The number of ethics violations.
(3) The severity of the ethics violations.
(4) Whether the ethics violations involve the public servant's financial interest.
(5) Whether the ethics violations were inadvertent or intentional.
(6) Whether the public servant knew or should have known that the improper conduct was a violation of this Subchapter.
(7) Whether the public servant has previously been advised or warned by the State Board.
(8) Whether the conduct or situation giving rise to the ethics violation was pointed out to the public servant in the State Board's Statement of Economic Interest evaluation letter issued under G.S. 138A-24(e).
(9) The public servant's motivation or reason for the improper conduct or action, including whether the action was for personal financial gain versus protection of the public interest.

In making recommendations under this subsection, if the State Board determines, after proper review and investigation, that sanctions are appropriate, the State Board may recommend any action it deems necessary to properly address and rectify any violation of this Subchapter by a public servant, including removal of the public servant from the public servant's State position. Nothing in this subsection is intended, and shall not be construed, to give the State Board any independent civil, criminal, or administrative investigative or enforcement authority over covered persons, or other State employees or appointees.

(s) Authority of Employing Entity. - Any action or failure to act by the Commission under this Subchapter, except G.S. 138A-13, shall not limit any authority of any of the applicable employing entities to discipline the covered person or legislative employee.

(s1) Subpoena Authority. - The Commission may petition the Superior Court of Wake County for the approval to issue subpoenas and subpoenas duces tecum as necessary to conduct investigations of alleged violations of this Chapter. The court shall authorize subpoenas under this subsection when the court determines the subpoenas are necessary for the enforcement of this Chapter. Subpoenas issued under this subsection shall be enforceable by the court through contempt powers. Venue shall be with the Superior Court of Wake County for any person or governmental unit covered by this Chapter, and personal jurisdiction may be asserted under G.S. 1-75.4.

(t) Continuing Jurisdiction. - The Commission shall have continuing jurisdiction to investigate possible criminal violations of this Chapter for a period of one year following the date an individual, who was formerly a public servant or legislative employee, ceases to be a public servant or legislative employee for any investigation that commenced prior to the date the public servant or legislative employee ceases to be a public servant or legislative employee.

(u) Reports. - The number of complaints referred under this section shall be reported under G.S. 138A-10(a)(12).

(v) Concurrent Jurisdiction. - Nothing in this section shall limit the jurisdiction of the Committee or the Judicial Standards Commission with regards to legislative or judicial misconduct, and jurisdiction under this section shall be concurrent with the jurisdiction of the Committee and the Judicial Standards Commission. (2006-201, s. 1; 2007-348, ss. 27-30; 2008-187, s. 21; 2008-213, ss. 1(b), 57; 2008-215, ss. 4, 5; 2009-549, ss. 9, 10, 11; 2010-169, s. 23(a)-(e), (h); 2012-182, s. 3; 2017-6, ss. 3, 5(e); 2018-146, ss. 3.1(a), (b), 3.3(e), 4.2(a).)

§ 138A-13. Request for advice.

(a) At the request of any public servant or legislative employee, any individual who is responsible for the supervision or appointment of a public servant or legislative employee, legal counsel for any public servant or legislative employee, any ethics liaison under G.S. 138A-14, or any member of the Commission, the Commission shall render advice on specific questions involving the meaning and application of this Chapter and the public servant's or legislative employee's compliance therewith. Requests for advice and advice rendered in response to those requests shall relate prospectively to real or reasonably anticipated fact settings or circumstances.

(b) On its own motion, the Commission may render advisory opinions on specific questions involving the meaning and application of this Chapter.

(c) A request for a formal advisory opinion under subsection (a) of this section shall be in writing, electronic or otherwise. The Commission shall issue formal advisory opinions having prospective application only. A public servant or legislative employee who relies upon the advice provided to that public servant or legislative employee on a specific matter addressed by the requested formal advisory opinion shall be immune from all of the following:

(1) Investigation by the Commission, except for an inquiry under G.S. 138A-12(c)(3).
(2) Any adverse action by the employing entity.
(3) Investigation by the Secretary of State.

(d) At the request of a legislator, the Commission shall render advice on specific questions involving the meaning and application of this Chapter and Part 1 of Article 14 of Chapter 120 of the General Statutes, and the legislator's compliance therewith. Requests for advice and advice rendered in response to those requests shall relate prospectively to real or reasonably anticipated fact settings or circumstances.

(e) A request by a legislator for a recommended formal advisory opinion shall be in writing, electronic or otherwise. The Commission shall issue recommended formal advisory opinions having prospective application only. Until action is taken by the Committee under G.S. 120-104, a legislator who relies upon the advice provided to that legislator on a specific matter addressed by the requested recommended formal advisory opinion shall be immune from all of the following:

(1) Investigation by the Commission, except for an inquiry under G.S. 138A-12(c)(3).
(2) Any adverse action by the house of which the legislator is a member.
(3) Investigation by the Secretary of State.

Any recommended formal advisory opinion issued to a legislator under this subsection shall immediately be delivered to the chairs of the Committee, together with a copy of the request. Except for the Lieutenant Governor, the immunity granted under this subsection shall not apply after the time the Committee modifies or overturns the advisory opinion of the Commission in accordance with G.S. 120-104.

(f) At the request of the Auditor, the Commission shall render advisory opinions on specific questions involving the meaning and application of this Chapter, Article 14 of Chapter 120 of the General Statutes, Chapter 120C of the General Statutes, and an affected person's compliance therewith. The request shall be in writing, electronic or otherwise, and relate to real fact settings and circumstances. Except when the question involves a question governed by subsection (d) or (e) of this section, the Commission shall issue an advisory

opinion under this subsection within 60 days of the receipt of all information deemed necessary by the Commission to render an opinion. If the question involves a question governed by subsection (d) or (e) of this section, the Commission shall comply with the provisions of that section [subsection] prior to responding to the Auditor by delivering the recommended advisory opinion to the Committee within 60 days of the receipt of all information deemed necessary by the Commission to render an opinion. The Committee shall act on the opinion within 30 days of receipt and the State Board shall deliver the opinion to the Auditor. If the Committee fails to act on a recommended advisory opinion under this subsection with 30 days of receipt, the Commission shall deliver its recommended advisory opinion to the Auditor. Notwithstanding G.S. 138A-13(i), the Auditor may only release those portions of the advisory opinion necessary to comply with the requirements of G.S. 147-64.6(c)(1).

(g) Staff to the Commission may issue advice, but not formal or recommended formal advisory opinions, under procedures adopted by the Commission.

(h) The Commission shall publish its formal advisory opinions within 30 days of issuance. These formal advisory opinions shall be edited for publication purposes as necessary to protect the identities of the individuals requesting formal advisory opinions. When the Commission issues a recommended formal advisory opinion to a legislator under subsection (e) of this section, the Commission shall publish only the edited formal advisory opinion of the Committee within 30 days of receipt of the edited opinion from the Committee.

(i) Except as provided under subsections (f), (h) and (j) of this section, a request for advice, any advice provided by Commission staff, any formal or recommended formal advisory opinions, any supporting documents submitted or caused to be submitted to the Commission or Commission staff, and any documents prepared or collected by the Commission or Commission staff in connection with a request for advice are confidential. The identity of the individual making the request for advice, the existence of the request, and any information related to the request may not be revealed without the consent of the requestor. An individual who requests advice or receives advice, including a formal or recommended formal advisory opinion, may authorize the release to any other person, the State, or any governmental unit of the request, the advice, or any supporting documents.

For purposes of this section, "document" is as defined in G.S. 120-129. Requests for advice, any advice, and any documents related to requests for advice are not "public records" as defined in G.S. 132-1.

(j) Staff to the Commission may share all information and documents related to requests for advice, made by legislators under this section with staff to

the Committee. The information and documents in the possession of staff to the Committee are confidential and are not public records.

(k) This section shall apply to judicial officers only for advice related to Article 3 of this Chapter.

(*l*) Requests for advice may be withdrawn by the requestor at any time prior to the issuance of the advice. (2006-201, s. 1; 2007-348, s. 31; 2008-213, ss. 2(b), 91.5; 2008-215, s. 6; 2009-570, s. 17; 2010-169, s. 17(p); 2016-125, 4th Ex. Sess., s. 3(e); 2017-6, ss. 2, 3, 5(f); 2018-146, s. 3.1(a), (b).)

§ 138A-13.5. Recommendations Regarding Criminal Referrals of Campaign Finance Violations.

Upon request by the State Board of Elections, the Commission shall offer confidential recommendations regarding the appropriateness of a criminal referral for campaign finance violations. The Commission shall employ staff to conduct an investigation. The investigation and vote of the Commission on the recommendation shall be completed within 90 days of receipt of the request from the State Board of Elections. (2018-146, s. 4.11(b).)

§ 138A-14. Ethics education program.

(a) The Commission shall develop and implement an ethics education and awareness program designed to instill in all covered persons and their immediate staffs, and legislative employees, a keen and continuing awareness of their ethical obligations and a sensitivity to situations that might result in real or potential conflicts of interest.

(b) The Commission shall offer basic ethics education and awareness presentations to all public servants and their immediate staffs, upon their election, appointment, or employment, and shall offer periodic refresher presentations as the Commission deems appropriate. Every public servant shall participate in an ethics presentation approved by the Commission within six months of the public servant's election, reelection, appointment, or employment, and shall attend refresher ethics education presentations at least every two years thereafter in a manner as the Commission deems appropriate.

(c) A public servant appointed to a board determined and designated as nonadvisory under G.S. 138A-10(a)(3) shall attend an ethics presentation approved by the Commission within six months of notification of the designation by the Commission and at least every two years thereafter in a manner as the Commission deems appropriate.

(d) The Commission, jointly with the Committee, shall make basic ethics education and awareness presentations to all legislators and legislative employees upon their election, reelection, appointment, or employment and shall offer periodic refresher presentations as the Commission and the Committee

deem appropriate. Every legislator shall participate in an ethics presentation approved by the Commission and Committee within two months of either the convening of the General Assembly to which the legislator is elected or within two months of the legislator's appointment, whichever is later. Every legislative employee shall participate in an ethics presentation approved by the Commission and Committee within three months of employment, and shall attend refresher ethics education presentations at least every two years thereafter, in a manner as the Commission and Committee deem appropriate.

(e) Upon request, the Commission shall assist each agency in developing in-house education programs and procedures necessary or desirable to meet the agency's particular needs for ethics education, conflict identification, and conflict avoidance.

(f) Each agency head shall designate an ethics liaison who shall maintain active communication with the Commission on all agency ethical issues. The ethics liaison shall attend ethics education and awareness programs as provided under this section and lobbying education and awareness programs as provided under G.S. 120C-103 and continuously assess and advise the Commission of any issues or conduct which might reasonably be expected to result in a conflict of interest and seek advice and rulings from the State Board as to their appropriate resolution.

(g) The Commission shall publish a newsletter containing summaries of the Commission's opinions, policies, procedures, and interpretive bulletins as issued from time to time. The newsletter shall be distributed to all covered persons and legislative employees. Publication under this subsection may be done electronically.

(h) The Commission shall assemble and maintain a collection of relevant State laws, rules, and regulations that set forth ethical standards applicable to covered persons. This collection shall be made available electronically as resource material to public servants, and ethics liaisons, upon request.

(i) This section shall not apply to judicial officers. (2006-201, s. 1; 2007-347, s. 9(a); 2008-213, ss. 59, 60; 2009-10, s. 4; 2009-549, s. 12; 2010-169, s. 22(a); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-15. Duties of heads of State agencies.

(a) The head of each State agency, including the chair of each board subject to this Chapter, shall take an active role in furthering ethics in public service and ensuring compliance with this Chapter. The head of each State agency and the chair of each board shall make a conscientious, good-faith effort to assist public servants within the agency or on the board in monitoring their personal, financial, and professional affairs to avoid taking any action that results in a conflict of interest.

(b) The head of each State agency, including the chair of each board subject to this Chapter, shall maintain familiarity with and stay knowledgeable of the reports, opinions, newsletters, and other communications from the Commission regarding ethics in general and the interpretation and enforcement of this Chapter. The head of each State agency and the chair of each board shall also maintain familiarity with and stay knowledgeable of the Commission's reports, evaluations, opinions, or findings regarding individual public servants in that individual's agency or on that individual's board, or under that individual's supervision or control, including all reports, evaluations, opinions, or findings pertaining to actual or potential conflicts of interest.

(c) When an actual or potential conflict of interest is cited by the State Board under G.S. 138A-24(e) with regard to a public servant sitting on a board, the conflict shall be recorded in the minutes of the applicable board and duly brought to the attention of the membership by the board's chair as often as necessary to remind all members of the conflict and to help ensure compliance with this Chapter.

(d) The head of each State agency, including the chair of each board subject to this Chapter, shall periodically remind public servants under that individual's authority of the public servant's duties to the public under the ethical standards and rules of conduct in this Chapter, including the duty of each public servant to continually monitor, evaluate, and manage the public servant's personal, financial, and professional affairs to ensure the absence of conflicts of interest.

(e) At the beginning of any meeting of a board, the chair shall remind all members of their duty to avoid conflicts of interest under this Chapter. The chair also shall inquire as to whether there is any known conflict of interest with respect to any matters coming before the board at that time.

(f) The head of each State agency, including the chair of each board subject to this Chapter, shall ensure that legal counsel employed by or assigned to their agency or board are familiar with the provisions of this Chapter, including the Ethical Standards for Covered Persons set forth in Article 4 of this Chapter, and are available to advise public servants on the ethical considerations involved in carrying out their public duties in the best interest of the public. Legal counsel so engaged may consult with the Commission, seek the Commission's assistance or advice, and refer public servants and others to the Commission as appropriate.

(g) Taking into consideration the individual autonomy, needs, and circumstances of each agency and board, the head of each State agency, including the chair of each board subject to this Chapter, shall consider the need for the development and implementation of in-house educational programs, procedures, or policies tailored to meet the agency's or board's particular needs

for ethics education, conflict identification, and conflict avoidance. This includes the periodic presentation to all agency heads, their chief deputies or assistants, other public servants under their supervision or control, and members of boards, of the basic ethics education and awareness presentation outlined in G.S. 138A-14 and any other workshop or seminar program the agency head or board chair deems necessary in implementing this Chapter. Agency heads and board chairs may request reasonable assistance from the Commission in complying with the requirements of this subsection.

(h) As soon as reasonably practicable after the designation, hiring, or promotion of their chief deputies, assistants, or other public servants under their supervision or control, or learning of the appointment or election of other public servants to a board covered under this Chapter, all agency heads and board chairs shall (i) notify the Commission of such designation, hiring, promotion, appointment, or election and (ii) provide these public servants with copies of this Chapter and all applicable financial disclosure forms, if these materials and forms have not been previously provided to these public servants in connection with their designation, hiring, promotion, appointment, or election. In order to avoid duplication of effort, agency heads and board chairs shall coordinate this effort with the Commission's staff. (2006-201, s. 1; 2007-347, s. 9(b); 2008-213, ss. 61, 62; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-16. Reserved for future codification purposes.

§ 138A-17. Reserved for future codification purposes.

§ 138A-18. Reserved for future codification purposes.

§ 138A-19. Reserved for future codification purposes.

§ 138A-20. Reserved for future codification purposes.

Article 3.

Public Disclosure of Economic Interests.

§ 138A-21. Purpose.

The purpose of disclosure of the financial and personal interests by covered persons is to assist covered persons and those who appoint, elect, hire, supervise, or advise them identify and avoid conflicts of interest and potential conflicts of interest between the covered person's private interests and the covered person's public duties. It is critical to this process that current and prospective covered

persons examine, evaluate, and disclose those personal and financial interests that could be or cause a conflict of interest or potential conflict of interest between the covered person's private interests and the covered person's public duties. Covered persons must take an active, thorough, and conscientious role in the disclosure and review process, including having a complete knowledge of how the covered person's public position or duties might impact the covered person's private interests. Covered persons have an affirmative duty to provide any and all information that a reasonable person would conclude is necessary to carry out the purposes of this Chapter and to fully disclose any conflict of interest or potential conflict of interest between the covered person's public and private interests, but the disclosure, review, and evaluation process is not intended to result in the disclosure of unnecessary or irrelevant personal information. (2006-201, s. 1; 2008-213, s. 63; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-22. Statement of economic interest; filing required.

(a) Every covered person subject to this Chapter who is elected, appointed, or employed, including one appointed to fill a vacancy in elective office, except for public servants (i) included under G.S. 138A-3(70)b., e., f., or g. whose annual compensation from the State is less than sixty thousand dollars ($60,000), or (ii) who are ex officio student members under Chapters 115D and 116 of the General Statutes, shall file a statement of economic interest with the Commission prior to the covered person's initial appointment, election, or employment and no later than April 15 of every year thereafter, except as otherwise filed under subsections (d) and (f) of this section. A prospective covered person required to file a statement under this Chapter shall not be appointed, employed, or receive a certificate of election, prior to submission by the Commission of the Commission's evaluation of the statement in accordance with this Article. The requirement for an annual filing under this subsection also shall apply to covered persons whose terms have expired but who continue to serve until the covered person's replacement is appointed. Once a statement of economic interest is properly completed and filed under this Article, the statement of economic interest does not need to be supplemented or refiled prior to the next due date set forth in this subsection.

(b) Notwithstanding subsection (a) of this section, individuals hired by, and appointees of, constitutional officers of the State may file a statement of economic interest within 30 days after their appointments or employment when the appointment or employment is made during the first 60 days of the constitutional officer's initial term in that constitutional office.

(c) Notwithstanding subsection (a) of this section, public servants, under G.S. 138A-3(70)j. and k., who have submitted a statement of economic interest under subsection (a) of this section, may be hired, appointed, or elected

provisionally prior to submission by the Commission of the Commission's evaluation of the statement in accordance with this Article, subject to dismissal or removal based on the Commission's evaluation.

(d) A public servant reappointed to a board between January 1 and April 15 shall file a current statement of economic interest prior to the reappointment.

(e) A public servant appointed to a board determined and designated as nonadvisory under G.S. 138A-10(a)(3) shall file the initial statement of economic interest within 60 days of notification of the designation by the Commission and as provided in this section thereafter.

(f) A candidate for an office subject to this Article shall file the statement of economic interest with the Commission within 10 days of the filing deadline for the office the candidate seeks. An individual nominated under G.S. 163-114 shall file the statement within three days following the individual's nomination, or not later than the day preceding the general election, whichever occurs first. An individual seeking to qualify as an unaffiliated candidate under G.S. 163-122 shall file the statement of economic interest within three days of filing the petition required under that section. An individual seeking to have write-in votes counted for that individual in a general election shall file a statement of economic interest within three days of the time the candidate files a declaration of intent under G.S. 163-123. A candidate of a new party chosen by convention shall file a statement of economic interest within three days of the time that the president of the convention certifies the names of its candidates to the State Board of Elections under G.S. 163-98.

(g) In addition to subsections (a) and (f) of this section, a covered person holding elected office or a former covered person who held elected office subject to this Article shall file a statement of economic interest in all of the following instances, as specified:

(1) Filed on or before April 15 of the year following the year a covered person or former covered person does not file a notice of candidacy or petition for election, or does not receive a certificate of election, to the position making that individual a covered person, with all information provided in the statement of economic interest current as of the last day of December of the preceding year.

(2) Filed on or before April 15 of the year following the year the covered person or former covered person resigns from the position making that individual a covered person, with all information provided in the statement of economic interest current as of the last day in the position.

(h) The State Board of Elections shall provide for notification of the statement of economic interest requirements of this Article to be given to any

candidate filing for nomination or election to those offices subject to this Article and to any nominee under G.S. 163-114.

(i) Within 10 days of the filing deadline for office of a covered person, the executive director of the State Board of Elections shall send to the State Ethics Commission a list of the names and addresses of each candidate who has filed as a candidate for office as a covered person. Within five days of an individual otherwise qualifying to be on the ballot, the State Board of Elections shall send notice of that qualification to the State Ethics Commission.

(j) The Commission shall issue forms to be used for the statement of economic interest and shall revise the forms from time to time as necessary to carry out the purposes of this Chapter. Except as otherwise set forth in this section and in G.S. 138A-15(h), upon notification by the employing entity, the Commission shall furnish to all other covered persons the appropriate forms needed to comply with this Article. (2006-201, s. 1; 2007-29, s. 2; 2007-348, ss. 32, 33; 2008-213, s. 64; 2009-549, s. 13; 2010-169, ss. 12, 22(b); 2014-111, s. 13(a); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-23. Statements of economic interest as public records.

(a) The statements of economic interest filed by prospective public servants under this Article for appointed or employed positions and written evaluations by the Commission of these statements are not public records until the prospective public servant is appointed or employed by the State. All other statements of economic interest and all other written evaluations by the Commission of those statements are public records.

(b) The statements of economic interest filed by prospective public servants, and the written evaluations by the Commission of those statements, for individuals elected by the General Assembly shall be provided to the chair of the standing committee handling the legislation regarding the election and made available to all members of the General Assembly. The statements of economic interest filed by public servants elected to positions by the General Assembly, and written evaluations by the Commission of those statements, are not public records until the prospective public servant is sworn into office.

(c) The statements of economic interest filed by prospective public servants, and the written evaluations by the Commission of those statements, for individuals confirmed for appointment as a public servant by the General Assembly shall be provided to the chair of the standing committee handling the legislation regarding the appointment. The statements of economic interest filed by prospective public servants for confirmation for appointment by the General Assembly, and written evaluations by the Commission of those statements, are public records at the time of the announcement of the appointment. (2006-201, s. 1; 2007-347, s. 10; 2008-213, ss. 65, 66; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-24. Contents of statement.

(a) Any statement of economic interest filed under this Article shall be on a form prescribed by the Commission. Answers must be provided to all questions. The form shall include the following information about the filing person and the filing person's immediate family:

(1) Except as otherwise provided in this subdivision, the name, current mailing address, occupation, employer, and business of the filing person. Any individual holding or seeking elected office for which residence is a qualification for office shall include a home address. A judicial officer may use a current mailing address instead of the home address on the form required in this subsection. The filing person may also use the initials instead of the name of any unemancipated child of the filing person who also resides in the household of the filing person. If the filing person provides the initials of an unemancipated child, the filing person shall concurrently provide the name of the unemancipated child to the Commission. The name of an unemancipated child provided by the filing person to the Commission shall not be a public record under Chapter 132 of the General Statutes and is privileged and confidential.

(2) A list of each asset and liability included in this subdivision of whatever nature (including legal, equitable, or beneficial interest) with a value of at least ten thousand dollars ($10,000) owned by the filing person and the filing person's immediate family, except assets or liabilities held in a blind trust. This list shall include the following:

a. All real estate located in the State owned wholly or in part by the filing person or the filing person's immediate family, including descriptions adequate to determine the location by city and county of each parcel.

b. Real estate that is currently leased or rented to or from the State.

c. Personal property sold to or bought from the State within the preceding two years.

d. Personal property currently leased or rented to or from the State.

e. The name of each publicly owned company. For purposes of this sub-subdivision, the term "publicly owned company" shall not include a widely held

investment fund, including a mutual fund, regulated investment company, or pension or deferred compensation plan, if all of the following apply:

1. The filing person or a member of the filing person's immediate family neither exercises nor has the ability to exercise control over the financial interests held by the fund.
2. The fund is publicly traded, or the fund's assets are widely diversified.

f. The name of each nonpublicly owned company or business entity, including interests in sole proprietorships, partnerships, limited partnerships, joint ventures, limited liability companies, limited liability partnerships, and closely held corporations.

g. For each company or business entity listed under sub-subdivision f. of this subdivision, if known, a list of any other companies or business entities in which the company or business entity owns securities or equity interests exceeding a value of ten thousand dollars ($10,000).

h. For a vested trust created, established, or controlled by the filing person of which the filing person or the members of the filing person's immediate family are the beneficiaries, excluding a blind trust, the name and address of the trustee, a description of the trust, and the filing person's relationship to the trust.

i. A list of all liabilities, excluding indebtedness on the filing person's primary personal residence, by type of creditor and debtor.

j. A list of all stock options in a company or business not otherwise disclosed on this statement.

(3) The name of each source (not specific amounts) of income of more than five thousand dollars ($5,000) received during the previous year by business or industry type, if that source is not listed under subdivision (2) of this subsection. Income shall include salary, wages, professional fees, honoraria, interest, dividends, rental income, and business income from any source other than capital gains, federal government retirement, military retirement, or social security income.

(4) If the filing person is a practicing attorney, an indication of whether the filing person, or the law firm with which the filing

person is affiliated, earned legal fees during the past year in excess of ten thousand dollars ($10,000) from any of the following categories of legal representation:

a. Administrative law.
b. Admiralty law.
c. Corporate law.
d. Criminal law.
e. Decedents' estates law.
f. Environmental law.
g. Insurance law.
h. Labor law.
i. Local government law.
j. Negligence or other tort litigation law.
k. Real property law.
l. Securities law.
m. Taxation law.
n. Utilities regulation law.

(5) Except for a filing person in compliance under subdivision (4) of this subsection, if the filing person is a licensed professional or provides consulting services, either individually or as a member of a professional association, a list of categories of business and the nature of services rendered, for which payment for services were charged or paid during the past year in excess of ten thousand dollars ($10,000).

(6) An indication of whether the filing person, the filing person's employer, a member of the filing person's immediate family, or the immediate family member's employer is licensed or regulated by, or has a business relationship with, the board or employing entity with which the filing person is or will be associated. This subdivision does not apply to a legislator, a judicial officer, or that legislator's or judicial officer's immediate family.

(7) A list of societies, organizations, or advocacy groups, pertaining to subject matter areas over which the public servant's agency or board may have jurisdiction, in which the public servant or a member of the public servant's immediate family is a director, officer, or governing board member. This subdivision does not apply to a legislator, a judicial officer, or that legislator's or judicial officer's immediate family.

(8) A list of all things with a total value of over two hundred dollars ($200.00) per calendar quarter given and received

without valuable consideration and under circumstances that a reasonable person would conclude that the thing was given for lobbying, if such things were given by a person not required to report under Chapter 120C of the General Statutes, excluding things given by a member of the filing person's extended family. The list shall include only those things received during the 12 months preceding the reporting period under subsection (d) of this section, and shall include the source of those things. The list required by this subdivision shall not apply to things of monetary value received by the filing person prior to the time the filing person filed or was nominated as a candidate for office, as described in G.S. 138A-22, or was appointed or employed as a covered person.

(9) A list of any felony convictions of the filing person, excluding any felony convictions for which a pardon of innocence or order of expungement has been granted.

(10) Any other information that the filing person believes may assist the Commission in advising the filing person with regards to compliance with this Chapter.

(11) A list of any nonprofit corporation or organization with which associated during the preceding calendar year, including a list of which of those nonprofit corporations or organizations with which associated do business with the State or receive State funds and a brief description of the nature of the business, if known or with which due diligence could reasonably be known.

(12) A statement of whether the filing person or the filing person's immediate family is or has been a lobbyist or lobbyist principal registered under Chapter 120C of the General Statutes within the preceding 12 months.

(13) A list of all contributions as defined in G.S. 163-278.6(13) with a cumulative total of more than one thousand dollars ($1,000) made by the filing person only, during the preceding calendar year, to the candidate or candidate campaign committee of the covered person as defined in G.S. 138A-3(70)a. appointing the filing person to the covered board.

(14) A statement indicating "Yes" or "No" as to whether the filing person engaged in each of the following activities during the preceding calendar year, with respect to or on the behalf of the candidate or candidate campaign committee of the covered person as defined in G.S. 138A-3(70)a. appointing the filing person: (i) collected contributions from multiple contributors,

took possession of such multiple contributions, and transferred or delivered those collected multiple contributions, (ii) hosted a fund-raiser in the filing person's residence or place of business, or (iii) volunteered for campaign-related activity. This subdivision only applies to filing persons in the following categories:

a. A public servant, or a prospective appointee to, as defined in G.S. 138A-3(70)c.

b. A judicial officer that serves on, or a prospective appointee to, the Supreme Court, the Court of Appeals, the superior court, or the district court.

c. A covered person serving on, or a prospective appointee to, one of the following panels or boards:

1. Alcoholic Beverage Control Commission.
2. Coastal Resources Commission.
3. State Board of Education.
4. State Board of Elections.
5. Division of Employment Security.
6. Environmental Management Commission.
7. Industrial Commission.
8. State Human Resources Commission.
9. Rules Review Commission.
10. Board of Transportation.
11. Board of Governors of the University of North Carolina.
12. Utilities Commission.
13. Wildlife Resources Commission.

(15) The name of each business with which associated that the filing person or a member of the filing person's immediate family is an employee, director, officer, partner, proprietor, or member or manager.

(16) For any company or business entity listed under subdivision (15) of this subsection and sub-subdivisions f. and g. of subdivision (2) of this subsection, if known, a statement whether that company or business entity has any material business dealings or business contracts with the State, or is regulated by the State, including a brief description of the business activity.

(b) The Supreme Court, the Committee, constitutional officers of the State, heads of principal departments, the Board of Governors of The University of North Carolina, the State Board of Community Colleges, other boards, and the appointing authority or employing entity may require a filing person to file

supplemental information in conjunction with the filing of that filing person's statement of economic interest. These supplemental filings requirements shall be filed with the Commission and included on the forms to be filed with the Commission. The Commission shall evaluate the supplemental forms as part of the statement of economic interest. The failure to file supplemental forms shall be subject to the provisions of G.S. 138A-25.

(c) Each statement of economic interest shall contain a certification by the filing person that the filing person has read the statement and that, to the best of the filing person's knowledge and belief, the statement is true, correct, and complete. The filing person's certification also shall provide that the filing person has not transferred, and will not transfer, any asset, interest, or other property with the intent to conceal it from disclosure while retaining an equitable interest therein.

(d) All information provided in the statement of economic interest shall be current as of the last day of December of the year preceding the date the statement of economic interest was due.

(e) The Commission shall prepare a written evaluation of each statement of economic interest relative to conflicts of interest and potential conflicts of interest. This subsection does not apply to statements of economic interest of legislators and judicial officers. The Commission shall submit the evaluation to all of the following:

(1) The filing person who submitted the statement.
(2) The head of the agency in which the filing person serves.
(3) The Governor for gubernatorial appointees and employees in agencies under the Governor's authority.
(4) The appointing or hiring authority for those public servants not under the Governor's authority.
(5) The State Board of Elections for those filing persons who are elected.

(f) The Commission shall prepare a written evaluation of each statement of economic interest for nominees of the Board of Governors of The University of North Carolina elected pursuant to G.S. 116-6, and nominees of the State Board of Community Colleges elected pursuant to G.S. 115D-2.2 within seven days of the submission of the completed statement of economic interest to the Commission. (2006-201, s. 1; 2007-29, s. 1; 2007-348, s. 34; 2008-187, s. 32; 2008-213, ss. 67-72(a), 73, 74, 74.5, 91; 2009-549, s. 14; 2009-570, s. 45; 2010-169, ss. 13(a)-(d), 17(q), 22(b); 2011-401, s. 3.18; 2013-382, s. 9.1(c); 2017-6, s. 3; 2018-146, s. 3.1(a), (b); 2021-90, s. 25.2(c).)

§ 138A-25. Failure to file.

(a) Within 30 days after the date due under G.S. 138A-22, the Commission shall notify filing persons who have failed to file or filing persons whose statement has been deemed incomplete. For a filing person currently serving as a covered person, the Commission shall notify the filing person and the ethics liaison that if the statement of economic interest is not filed or completed within 30 days of receipt of the notice of failure to file or complete, the filing person shall be subject to a fine as provided for in this section.

(b) Any filing person who fails to file or complete a statement of economic interest within 30 days of the receipt of the notice, required under subsection (a) of this section, shall be subject to a fine of two hundred fifty dollars ($250.00), to be imposed by the Commission.

(c) Failure by any filing person to file or complete a statement of economic interest within 60 days of the receipt of the notice, required under subsection (a) of this section, shall be deemed to be a violation of this Chapter and shall be grounds for disciplinary action under G.S. 138A-45.

(d) Within 30 days after the date due under G.S. 138A-22, the Commission shall notify persons who are required to file a Statement of Economic Interest under G.S. 136-200.2(g)(3) or G.S. 136-211(f)(3) of a failure to file the Statement of Economic Interest or the filing of an incomplete Statement of Economic Interest. The Commission shall notify the filing person that if the Statement of Economic Interest is not filed or completed within 30 days of receipt of the notice of failure to file or complete, the filing person shall be fined and referred for prosecution after an additional 30 days, as provided for in this section:

(1) Any filing person who fails to file a Statement of Economic Interest under G.S. 136-200.2(g)(3) or G.S. 136-211(f)(3) within 30 days of the receipt of the notice required under this section shall be fined two hundred fifty dollars ($250.00) by the Commission for not filing or filing an incomplete Statement of Economic Interest, except in extenuating circumstances as determined by the Commission.

(2) Failure by any filing person to file or complete the Statement of Economic Interest within 60 days of the receipt of the notice required under this subsection shall be a Class 1 misdemeanor. The Commission shall report such failure to the Director of the State Bureau of Investigation for investigation and referral to the District Attorney for possible prosecution, unless the Commission determines extenuating circumstances exist.

(e) Within 30 days after the date due under G.S. 138A-22, the Commission shall notify persons who are required to file an additional disclosure

under G.S. 136-200.2(g)(4) or G.S. 136-211(f)(4) of a failure to file the additional disclosure or the filing of an incomplete additional disclosure. The Commission shall notify the filing person that if the additional disclosure is not filed or completed within 30 days of receipt of the notice of failure to file or complete, the filing person shall be fined and referred for prosecution after an additional 30 days, as provided for in this section:

(1) Any filing person who fails to file or who files an incomplete additional disclosure within 30 days of the receipt of the notice required under this section shall be fined two hundred fifty dollars ($250.00) for not filing or filing an incomplete additional disclosure, except in extenuating circumstances as determined by the Commission.

(2) Failure by any filing person to file or complete the additional disclosure within 60 days of the receipt of the notice required under this subsection shall be a Class 1 misdemeanor. The Commission shall report such failure to the Director of the State Bureau of Investigation for investigation and referral to the District Attorney for possible prosecution, unless the Commission determines extenuating circumstances exist. (2006-201, s. 1; 2008-213, s. 75; 2009-549, s. 15; 2014-58, s. 12(c); 2014-115, s. 56.6A(c); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-26. Concealing or failing to disclose material information.

A filing person who knowingly conceals or knowingly fails to disclose information that is required to be disclosed on a statement of economic interest under this Article shall be guilty of a Class 1 misdemeanor and shall be subject to disciplinary action under G.S. 138A-45. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-27. Penalty for false information.

A filing person who provides false information on a statement of economic interest as required under this Article knowing that the information is false is guilty of a Class H felony and shall be subject to disciplinary action under G.S. 138A-45. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-28. Review and evaluation of statements of economic interest.

(a) The Commission shall receive and review all statements of economic interest pursuant to G.S. 138A-10(a)(4) and shall evaluate whether (i) the statements conform to the law and the rules of the commission, and (ii) the

financial interests and other information reported by prospective and actual covered persons reveal actual or potential conflicts of interest.

(b) Beginning July 1, 2013, the Commission shall establish a biennial cycle for evaluating statements of economic interest. The Commission shall evaluate each initial filing as provided in subsection (a) of this section.

(c) Notwithstanding subsection (b) of this section, statements filed by the following prospective and actual public servants shall be evaluated on an annual basis:

(1) The University of North Carolina Board of Governors, subject to G.S. 138A-24(f).
(2) The State Board of Community Colleges, subject to G.S. 138A-124(f).
(3) The North Carolina Utilities Commission.
(4) The North Carolina Industrial Commission.
(5) Supplemental statements filed pursuant to Chapter 136 of the General Statutes.
(6) Any other board or commission whose members are elected or confirmed by the General Assembly.

(d) Notwithstanding subsections (a) and (b) of this section, statements of economic interest filed by Constitutional officers of the State and individuals elected or appointed as Constitutional officers of the State prior to taking office shall be evaluated every four years upon election or appointment to office.

(e) A public servant who simultaneously serves on more than one covered board may file one statement of economic interest and that statement shall serve as disclosure for all the covered boards. If, during the biennial cycle, a public servant leaves one covered board and begins membership on another covered board, the public servant is not required to file another statement of economic interest, and the State Board is not required to evaluate the statement again in light of the subsequent appointment. The public servant must make subsequent filings pursuant to G.S. 138A-22(a) upon the expiration of the biennial cycle.

(f) Nothing in this section shall be construed to impair the State Board's duties and authority under G.S. 138A-25 and G.S. 138A-26. (2013-360, s. 30.4(b); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-29. Reserved for future codification purposes.

§ 138A-30. Reserved for future codification purposes.

Article 4.

Ethical Standards for Covered Persons.

§ 138A-31. Use of public position for private gain.

(a) Except as permitted under G.S. 138A-38, a covered person or legislative employee shall not knowingly use the covered person's or legislative employee's public position in an official action or legislative action that will result in financial benefit to the covered person or legislative employee, a member of the covered person's or legislative employee's extended family, or business with which the covered person or legislative employee is associated. This subsection shall not apply to financial or other benefits derived by a covered person or legislative employee that the covered person or legislative employee would enjoy to an extent no greater than that which other citizens of the State would or could enjoy, or that are so remote, tenuous, insignificant, or speculative that a reasonable person would conclude under the circumstances that the covered person's or legislative employee's ability to protect the public interest and perform the covered person's or legislative employee's official duties would not be compromised.

(b) A covered person shall not mention or authorize another person to mention the covered person's public position in nongovernmental advertising that advances the private interest of the covered person or others. The prohibition in this subsection shall not apply to any of the following:

(1) Political advertising.

(2) News stories and articles.

(3) The inclusion of a covered person's public position in a directory or a biographical listing.

(4) The inclusion of a covered person's public position in an agenda or other document related to a meeting, conference, or similar event when the disclosure could reasonably be considered material by an individual attending the meeting, conference, or similar event.

(5) The inclusion of a covered person's public position in a charitable solicitation for a nonprofit business entity qualifying under 26 U.S.C. § 501(c)(3).

(6) The disclosure of a covered person's position to an existing or prospective customer, supplier, or client when the disclosure could reasonably be considered material by the customer, supplier, or client.

(7) A letter of character reference for any of the following:

a. A student seeking admittance to a school or institution of higher education.

b. An individual seeking an academic scholarship.
c. An individual seeking leniency upon sentencing by the courts, or other matters related to probation or parole.
d. An individual seeking employment, at the request of that individual or in response to the inquiry of a potential employer as to the qualifications and character of that individual.

(c) Notwithstanding G.S. 163-278.16A, no covered person shall use or permit the use of State funds for any advertisement or public service announcement in a newspaper, on radio, television, magazines, or billboards, that contains that covered person's name, picture, or voice, except in case of State or national emergency and only if the announcement is reasonably necessary to the covered person's official function. This subsection shall not apply to fund-raising on behalf of and aired on public radio or public television. (2006-201, s. 1; 2009-549, s. 16; 2011-393, s. 1; 2015-208, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-32. Gifts.

(a) A covered person or a legislative employee shall not knowingly, directly or indirectly, ask, accept, demand, exact, solicit, seek, assign, receive, or agree to receive anything of value for the covered person or legislative employee, or for another person, in return for being influenced in the discharge of the covered person's or legislative employee's official responsibilities, other than that which is received by the covered person or the legislative employee from the State for acting in the covered person's or legislative employee's official capacity.

(b) A covered person may not solicit for a charitable purpose any thing of monetary value from any subordinate State employee. This subsection shall not apply to generic written solicitations to all members of a class of subordinates. Nothing in this subsection shall prohibit a covered person from serving as the honorary head of the State Employees Combined Campaign.

(c) No public servant, legislator, or legislative employee shall knowingly accept a gift from a lobbyist or lobbyist principal registered under Chapter 120C of the General Statutes. No legislator or legislative employee shall knowingly accept a gift from liaison personnel designated under Chapter 120C of the General Statutes. No public servant, legislator, or legislative employee shall accept a gift knowing all of the following:

(1) The gift was obtained indirectly from a lobbyist, lobbyist principal, or liaison personnel registered under Chapter 120C of the General Statutes.
(2) The lobbyist, lobbyist principal, or liaison personnel registered under Chapter 120C of the General Statutes intended for an

ultimate recipient of the gift to be a public servant, legislator, or legislative employee as provided in G.S. 120C-303.

(d) No public servant shall knowingly accept a gift from a person whom the public servant knows or has reason to know any of the following:

(1) Is doing or is seeking to do business of any kind with the public servant's employing entity.

(2) Is engaged in activities that are regulated or controlled by the public servant's employing entity.

(3) Has financial interests that may be substantially and materially affected, in a manner distinguishable from the public generally, by the performance or nonperformance of the public servant's official duties.

(e) No public servant shall accept a gift knowing all of the following:

(1) The gift was obtained indirectly from a person described under subdivision (d)(1), (2), or (3) of this section.

(2) The person described under subdivision (d)(1), (2), or (3) of this section intended for an ultimate recipient of the gift to be a public servant.

(f) Subsections (c), (d), and (e) of this section shall not apply to any of the following:

(1) Food and beverages for immediate consumption in connection with any of the following:

a. An open meeting of a public body, provided that the open meeting is properly noticed under Article 33C of Chapter 143 of the General Statutes.

b. A gathering of a person or governmental unit with at least 10 or more individuals in attendance open to the general public, provided that a sign or other communication containing a message that is reasonably designed to convey to the general public that the gathering is open to the general public is displayed at the gathering.

c. A gathering of a person or governmental unit to which the entire board of which a public servant is a member, at least 10 public servants, all the members of the House of Representatives, all the members of the Senate, all the members of a county or municipal legislative delegation, all the members of a recognized legislative caucus with regular meetings other than meetings with one or more lobbyists, all the members of a committee, a standing subcommittee, a joint committee or joint commission of

the House of Representatives, the Senate, or the General Assembly, or all legislative employees are invited, and one of the following applies:

1. At least 10 individuals associated with the person or governmental unit actually attend, other than the covered person or legislative employee, or the immediate family of the covered person or legislative employee.
2. All shareholders, employees, board members, officers, members, or subscribers of the person or governmental unit located in North Carolina are notified and invited to attend.

For purposes of this sub-subdivision only, the term "invited" shall mean written notice from at least one host or sponsor of the gathering containing the date, time, and location of the gathering given at least 24 hours in advance of the gathering to the specific qualifying group listed in this sub-subdivision. If it is known at the time of the written notice that at least one sponsor is a lobbyist or lobbyist principal, the written notice shall also state whether or not the gathering is permitted under this section.

(2) Informational materials relevant to the duties of the covered person or legislative employee.

(3) Reasonable actual expenditures of the legislator, public servant, or legislative employee for food, beverages, registration, travel, lodging, other incidental items of nominal value, and entertainment, in connection with (i) a legislator's, public servant's, or legislative employee's attendance at an educational meeting for purposes primarily related to the public duties and responsibilities of the legislator, public servant, or legislative employee; (ii) a legislator's, public servant's, or legislative employee's participation as a speaker or member of a panel at a meeting; (iii) a legislator's or legislative employee's attendance and participation in meetings of a nonpartisan state, regional, national, or international legislative organization of which the General Assembly is a member or that the legislator or legislative employee is a member or participant of by virtue of that legislator's or legislative employee's public position, or as a member of a board, agency, or committee of such organization; or (iv) a public servant's attendance and

participation in meetings as a member of a board, agency, or committee of a nonpartisan state, regional, national, or international organization of which the public servant's agency is a member or the public servant is a member by virtue of that public servant's public position, provided the following conditions are met:

a. The reasonable actual expenditures shall be made by a lobbyist principal, and not a lobbyist.

b. Any meeting must be attended by at least 10 or more participants, have a formal agenda, and notice of the meeting has been given at least 10 days in advance.

c. Any food, beverages, transportation, or entertainment must be provided to all attendees or defined groups of 10 or more attendees as part of the meeting or in conjunction with the meeting.

d. Any entertainment must be incidental to the principal agenda of the meeting.

e. If the legislator, public servant, or legislative employee is participating as a speaker or member of a panel, then that legislator, public servant, or legislative employee must be a bona fide speaker or participant.

(4) A plaque or similar nonmonetary memento recognizing individual services in a field or specialty or to a charitable cause.

(5) Gifts accepted on behalf of the State for use by the State or for the benefit of the State.

(6) Anything generally made available or distributed to the general public or all other State employees by lobbyists or lobbyist principals, or persons described in subdivisions (d)(1), (2), or (3) of this section.

(7) Gifts from the covered person's or legislative employee's extended family, or a member of the same household of the covered person or legislative employee.

(8) Gifts given to a public servant not otherwise subject to an exception under this subsection, where the gift is food and beverages, transportation, lodging, entertainment or related expenses associated with the public business of industry recruitment, promotion of international trade, or the promotion of travel and tourism, and the public servant is responsible for conducting the business on behalf of the State, provided all the following conditions apply:

a. The public servant did not solicit the gift, and the public servant did not accept the gift in exchange for the performance of the public servant's official duties.

b. The public servant reports electronically to the State Board within 30 days of receipt of the gift or of the date set for disclosure of public records under G.S. 132-6(d), if applicable. The report shall include a description and value of the gift and a description how the gift contributed to the public business of industry recruitment, promotion of international trade, or the promotion of travel and tourism. This report shall be posted to the Commission's public Web site.

c. A tangible gift, other than food or beverages, not otherwise subject to an exception under this subsection shall be turned over as State property to the Department of Commerce within 30 days of receipt, except as permitted under subsection (g) of this section.

(9) Gifts of personal property valued at less than one hundred dollars ($100.00) given to a public servant in the commission of the public servant's official duties if the gift is given to the public servant as a personal gift in another country as part of an overseas trade mission, and the giving and receiving of such personal gifts is considered a customary protocol in the other country.

(10) Gifts given or received as part of a business, civic, religious, fraternal, personal, or commercial relationship provided all of the following conditions are met:

a. The relationship is not related to the public servant's, legislator's, or legislative employee's public service or position.

b. The gift is made under circumstances that a reasonable person would conclude that the gift was not given to lobby.

(11) Food and beverages for immediate consumption and related transportation provided all of the following conditions are met:

a. The food, beverage, or transportation is given by a lobbyist principal and not a lobbyist.

b. The food, beverage, or transportation is provided during a conference, meeting, or similar event and is available to all attendees of the same class as the recipient.

c. The recipient of the food, beverage, or transportation is a director, officer, governing board member, employee, or independent contractor of one of the following:

1. The lobbyist principal giving the food, beverage, or transportation.
2. A third party that received the funds to purchase the food, beverages, or transportation.

(12) Food and beverages for immediate consumption at an organized gathering of a person, the State, or a governmental unit to which a public servant is invited to attend for purposes primarily related to the public servant's public service or position, and to which at least 10 individuals, other than the public servant, or the public servant's immediate family, actually attend, or to which all shareholders, employees, board members, officers, members, or subscribers of the person or governmental unit who are located in a specific North Carolina office or county are notified and invited to attend.

(g) A prohibited gift that would constitute an expense appropriate for reimbursement by the public servant's employing entity if it had been incurred by the public servant personally shall be considered a gift accepted by or donated to the State, provided the public servant has been approved by the public servant's employing entity to accept or receive such things of value on behalf of the State. The fact that the employing entity's reimbursement rate for the type of expense is less than the value of a particular gift shall not render the gift prohibited.

(h) A prohibited gift shall be, and a permissible gift may be, promptly declined, returned, paid for at fair market value, or donated to charity or the State.

(i) A covered person or legislative employee shall not accept an honorarium from a source other than the employing entity for conducting any activity where any of the following apply:

(1) The employing entity reimburses the covered person or legislative employee for travel, subsistence, and registration expenses.

(2) The employing entity's work time or resources are used.

(3) The activity would be considered official duty or would bear a reasonably close relationship to the covered person's or legislative employee's official duties.

An outside source may reimburse the employing entity for actual expenses incurred by a covered person or legislative employee in conducting an activity within the duties of the covered person or legislative employee, or may pay a fee to the employing entity, in lieu of an honorarium, for the services of the covered

person or legislative employee. An honorarium permissible under this subsection shall not be considered a gift for purposes of subsection (c) of this section.

(j) Acceptance or solicitation of a gift in compliance with this section without corrupt intent shall not constitute a violation of the statutes related to bribery under G.S. 14-217, 14-218, or 120-86. (2006-201, s. 1; 2007-347, s. 11; 2007-348, ss. 15(b), 35-41(a); 2008-213, ss. 77(a), 78(a), 79-82, 90; 2009-549, s. 17; 2010-169, ss. 15(b), (c), 17(r); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-33. Other compensation.

A public servant or legislative employee shall not solicit or receive personal financial gain, other than that received by the public servant or legislative employee from the State, or with the approval of the employing entity, for acting in the public servant's or legislative employee's official capacity, or for advice or assistance given in the course of carrying out the public servant's or legislative employee's duties. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-34. Use of information for private gain.

A public servant or legislative employee shall not use or disclose nonpublic information gained in the course of, or by reason of, the public servant's or legislative employee's official responsibilities in a way that would affect a personal financial interest of the public servant or legislative employee, a member of the public servant's or legislative employee's extended family, or a person or governmental unit with whom or business with which the public servant or legislative employee is associated. A public servant or legislative employee shall not improperly use or improperly disclose any confidential information. (2006-201, s. 1; 2008-213, s. 83; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-35. Other rules of conduct.

(a) A public servant shall make a due and diligent effort before taking any action, including voting or participating in discussions with other public servants on a board on which the public servant also serves, to determine whether the public servant has a conflict of interest. If the public servant is unable to determine whether or not a conflict of interest may exist, the public servant has a duty to inquire of the Commission as to that conflict.

(b) A public servant shall continually monitor, evaluate, and manage the public servant's personal, financial, and professional affairs to ensure the absence of conflicts of interest.

(c) A public servant shall obey all other civil laws, administrative requirements, and criminal statutes governing conduct of State government

applicable to appointees and employees. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-36. Public servant participation in official actions.

(a) Except as permitted by subsection (d) of this section and under G.S. 138A-38, no public servant acting in that capacity, authorized to perform an official action requiring the exercise of discretion, shall participate in an official action by the employing entity if the public servant knows the public servant or a person with which the public servant is associated may incur a reasonably foreseeable financial benefit from the matter under consideration, which financial benefit would impair the public servant's independence of judgment or from which it could reasonably be inferred that the financial benefit would influence the public servant's participation in the official action.

(b) A public servant described in subsection (a) of this section shall abstain from taking any verbal or written action in furtherance of the official action. The public servant shall submit in writing to the employing entity the reasons for the abstention. When the employing entity is a board, the abstention shall be recorded in the employing entity's minutes.

(c) A public servant shall take appropriate steps, under the particular circumstances and considering the type of proceeding involved, to remove himself or herself to the extent necessary, to protect the public interest and comply with this Chapter from any proceeding in which the public servant's impartiality might reasonably be questioned due to the public servant's familial, personal, or financial relationship with a participant in the proceeding. A participant includes (i) an owner, shareholder, partner, member or manager of a limited liability company, employee, agent, officer, or director of a business, organization, or group involved in the proceeding, or (ii) an organization or group that has petitioned for rule making or has some specific, unique, and substantial interest in the proceeding. Proceedings include quasi-judicial proceedings and quasi-legislative proceedings. A personal relationship includes one in a leadership or policy-making position in a business, organization, or group.

(d) If a public servant is uncertain about whether the relationship described in subsection (c) of this section justifies removing the public servant from the proceeding under subsection (c) of this section, the public servant shall disclose the relationship to the individual presiding over the proceeding and seek appropriate guidance. The presiding officer, in consultation with legal counsel if necessary, shall then determine the extent to which the public servant will be permitted to participate. If the affected public servant is the individual presiding, then the vice-chair or any other substitute presiding officer shall make the determination. A good-faith determination under this subsection of the allowable

degree of participation by a public servant is presumptively valid and only subject to review under G.S. 138A-12 upon a clear and convincing showing of mistake, fraud, abuse of discretion, or willful disregard of this Chapter.

(e) This section shall not allow participation in an official action prohibited by G.S. 14-234. (2006-201, s. 1; 2007-347, s. 12; 2007-348, s. 42; 2008-213, s. 84(a); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-37. Legislator participation in legislative actions.

(a) Except as permitted under G.S. 138A-38, no legislator shall participate in a legislative action if the legislator knows the legislator or a person with which the legislator is associated may incur a reasonably foreseeable financial benefit from the action, and if after considering whether the legislator's judgment would be substantially influenced by the financial benefit and considering the need for the legislator's particular contribution, including special knowledge of the subject matter to the effective functioning of the legislature, the legislator concludes that an actual financial benefit does exist which would impair the legislator's independence of judgment.

(b) The legislator shall submit in writing to the principal clerk of the house of which the legislator is a member the reasons for the abstention from participation in the legislative matter.

(c) If the legislator has a material doubt as to whether the legislator should act, the legislator may submit the question for an advisory opinion to the State Ethics Commission Board in accordance with G.S. 138A-13 or the Legislative Ethics Committee in accordance with G.S. 120-104. (2006-201, s. 1; 2007-347, s. 13; 2008-213, s. 84(b); 2010-169, s. 22(c); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-38. Permitted participation exception.

(a) Notwithstanding G.S. 138A-36 and G.S. 138A-37, a covered person may participate in an official action or legislative action under any of the following circumstances except as specifically limited:

(1) The only interest or reasonably foreseeable benefit or detriment that accrues to the covered person, the covered person's extended family, business with which the covered person is associated, or nonprofit corporation or organization with which the covered person is associated as a member of a profession, occupation, or general class is no greater than that which could reasonably be foreseen to accrue to all members of that profession, occupation, or general class.

(2) When an official or legislative action affects or would affect the covered person's compensation and allowances as a covered person.

(3) Before the covered person participated in the official or legislative action, the covered person requested and received from the Commission or Committee a written advisory opinion that authorized the participation. In authorizing the participation under this subdivision, the Commission or Committee shall consider the need for the legislator's particular contribution, such as special knowledge of the subject matter, to the effective functioning of the General Assembly.

(4) Before participating in an official action, a public servant made full written disclosure to the public servant's employing entity which then made a written determination that the interest or benefit would neither impair the public servant's independence of judgment nor influence the public servant's participation in the official action. The employing entity shall file a copy of that written determination with the Commission.

(5) When action is ministerial only and does not require the exercise of discretion.

(6) When a public or legislative body records in its minutes that it cannot obtain a quorum in order to take the official or legislative action because the covered person is disqualified from acting under G.S. 138A-36, G.S. 138A-37, or this section, the covered person may be counted for purposes of a quorum, but shall otherwise abstain from taking any further action.

(7) When a public servant notifies the Commission in writing that the public servant, or someone whom the public servant appoints to act in the public servant's stead, or both, are the only individuals having legal authority to take an official action, and the public servant discloses in writing the circumstances and nature of the conflict of interest.

(b) This section shall not allow participation in an official action prohibited by G.S. 14-234.

(c) Notwithstanding G.S. 138A-37, if a legislator is employed or retained by, or is an independent contractor of, a governmental unit, and the legislator is the only member of the house elected from the district where that governmental unit is located, then the legislator may take legislative action on behalf of that governmental unit provided the legislator discloses in writing to the principal clerk the nature of the relationship with the governmental unit prior to, or at the time of, taking the legislative action.

(d) Notwithstanding G.S. 138A-36, service by the president, chief financial officer, chief administrative officer, or voting member of the board of trustees of a community college as an officer, employee, or member of the board of directors of a nonprofit corporation established under G.S. 115D-20(9) to support the community college shall not constitute a conflict of interest under G.S. 138A-36, provided that the majority of the nonprofit corporation's board of directors is not comprised of the president, chief financial officer, and chief administrative officer, or voting members of the board of trustees of the community college which the nonprofit corporation was created to support. (2006-201, s. 1; 2007-347, s. 14; 2008-213, s. 85; 2010-169, s. 22(d); 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-39. Disqualification to serve.

(a) Within 30 days of notice of the Commission's determination that a public servant has a disqualifying conflict of interest, the public servant shall eliminate the interest that constitutes the disqualifying conflict of interest or resign from the public position.

(b) Failure by a public servant to comply with subsection (a) of this section is a violation of this Chapter for purposes of G.S. 138A-45.

(c) A decision under this section shall be considered a final decision for contested case purposes under Article 3 of Chapter 150B of the General Statutes.

(d) As used in this section, a disqualifying conflict of interest is a conflict of interest of such significance that the conflict of interest would prevent a public servant from fulfilling a substantial function or portion of the public servant's public duties. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-40. Employment and supervision of members of covered person's or legislative employee's extended family.

A covered person or legislative employee shall not cause the employment, appointment, promotion, transfer, or advancement of an extended family member of the covered person or legislative employee to a State office, or a position to which the covered person or legislative employee supervises or manages, except for positions at the General Assembly as permitted under G.S. 120-32(2). A public servant or legislative employee shall not supervise, manage, or participate in an action relating to the discipline of a member of the public servant's or legislative employee's extended family, except as specifically authorized by the public servant's or legislative employee's employing entity. (2006-201, s. 1; 2007-347, s. 15; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-41. Other ethics standards.

(a) Nothing in this Chapter shall prevent the Supreme Court, the Committee, the Legislative Services Commission, constitutional officers of the State, heads of principal departments, the Board of Governors of The University of North Carolina, the State Board of Community Colleges, or other boards from adopting additional or supplemental ethics standards applicable to that public agency's operations.

(b) The Governor, as a constitutional officer of the State, shall have the authority to adopt additional and supplemental ethics standards applicable to any appointee of the Governor to any State board, commission, council, committee, task force, authority, or similar public body, however denominated, created by statute or executive order, whether advisory or non-advisory in authority. If the Governor adopts such ethics standards, the standards shall be published in the North Carolina Register and made available to each appointee subject to the ethics standards.

(c) The Governor, as a constitutional officer of the State, shall have the authority to adopt minimum ethics standards applicable to any employee of a State agency. If the Governor adopts such standards, the ethics standards shall be published in the North Carolina Register and made available to each employee subject to the ethics standards. (2006-201, s. 1; 2010-169, s. 14; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

§ 138A-42. Reserved for future codification purposes.

§ 138A-43. Reserved for future codification purposes.

§ 138A-44. Reserved for future codification purposes.

Article 5.

Violation Consequences.

§ 138A-45. Violation consequences.

(a) Violation of Articles 1, 3, or 4 of this Chapter by any covered person or legislative employee is grounds for disciplinary action. Except as specifically provided in this Chapter and for perjury under G.S. 138A-12 and G.S. 138A-24, no criminal penalty shall attach for any violation of Articles 1, 3, 4, or 5 of this Chapter.

(b) The willful failure of any public servant serving on a board to comply with Articles 1, 3, or 4 of this Chapter is misfeasance, malfeasance, or nonfeasance. In the event of misfeasance, malfeasance, or nonfeasance, the

offending public servant serving on a board is subject to removal from the board of which the public servant is a member. For appointees of the Governor and members of the Council of State, the appointing authority may remove the offending public servant. For appointees of the Speaker of the House of Representatives, the Speaker of the House of Representatives may remove the offending public servant. For appointees of the General Assembly made upon the recommendation of the Speaker of the House of Representatives, the Governor at the recommendation of the Speaker of the House of Representatives may remove the offending public servant. For appointees of the President Pro Tempore of the Senate, the President Pro Tempore of the Senate may remove the offending public servant. For appointees of the General Assembly made upon the recommendation of the President Pro Tempore of the Senate, the Governor at the recommendation of the President Pro Tempore of the Senate may remove the offending public servant. For public servants elected to a board by either the Senate or House of Representatives, the electing house of the General Assembly shall exercise the discretion of whether to remove the offending public servant. For all other appointees, the Commission shall exercise the discretion of whether to remove the offending public servant.

(c) The willful failure of any public servant serving as a State employee to comply with Articles 1, 3, or 4 of this Chapter is a violation of a written work order, thereby permitting disciplinary action as allowed by the law, including termination from employment. For employees of State departments headed by a member of the Council of State, the appropriate member of the Council of State shall make all final decisions on the manner in which the offending public servant shall be disciplined. For public servants who are judicial employees, the Chief Justice shall make all final decisions on the matter in which the offending judicial employee shall be disciplined. For legislative employees, the Legislative Services Commission shall make or refer to the hiring authority all final decisions on the matter in which the offending legislative employee shall be disciplined. For public servants appointed or elected for The University of North Carolina or the Community Colleges System, the appointing or electing authority shall make all final decisions on the matter in which the offending public servant shall be disciplined. For any other public servant serving as a State employee, the Governor shall make all final decisions on the manner in which the offending public servant shall be disciplined.

(d) The willful failure of any constitutional officer of the State to comply with Articles 1, 3, or 4 of this Chapter is malfeasance in office for purposes of G.S. 123-5.

(e) The willful failure of a legislator, other than the Lieutenant Governor, to comply with Articles 1, 3, or 4 of this Chapter is grounds for sanctions under G.S. 120-103.1.

(f) Nothing in this Chapter affects the power of the State to prosecute any person for any violation of the criminal law.

(g) The Commission may seek to enjoin violations of G.S. 138A-34. (2006-201, s. 1; 2017-6, s. 3; 2018-146, s. 3.1(a), (b).)

Appendix 8 - Attorney General's Opinion Regarding NC Open Meetings Law

State of North Carolina
Department of Justice

Roy Cooper, Attorney General

October 5, 2005

Dear Public Official:

From time to time our office has received inquiries about compliance with North Carolina's open meetings and public records laws. I believe that strict compliance with the law is critical to good government.

Enclosed you will find a North Carolina Attorney General's Advisory Opinion that gives an overview of these laws, including details on important public notice requirements and the limited circumstances when public bodies are allowed to close meetings.

The public's right to hear and see public business is of utmost importance and I hope you will weigh carefully the need to close a meeting against the people's right to know. I encourage you to use this information and I thank you for the work you do for the people of North Carolina.

With kind regards, I am

Very truly yours,

Roy Cooper

Roy Cooper

RAC/sm

Department of Justice, 9001 Mail Service Center, Raleigh, North Carolina 27699-9001
Phone: (919) 716-6400 Fax: (919) 716-0803

October 5, 2005

Advisory Opinion on Compliance with North Carolina's Open Meetings Law

The General Assembly has made it the public policy of this State that hearings, deliberations and actions of public bodies should be conducted openly and with notice. North Carolina's open meetings law, Chapter 143, Article 33C of the General Statutes, sets out the requirements for notifying the public of official meetings and describes the limited circumstances under which closed meetings may be held. Clarification of public notice requirements and closed session requirements may serve to assist public bodies in complying with their responsibility to conduct public business in the open.

Closing a Public Meeting

Public bodies may, but are not required to, go into a closed session for limited purposes. Those limited purposes are set forth in N.C.G.S. §§143-318.11(a)(1)-(9) and include:

- Preventing the disclosure of privileged or confidential information
- Preventing the premature disclosure of certain awards
- Consulting with the public body's attorney in order to maintain the attorney-client privilege
- Discussing economic incentives
- Establishing negotiating strategies for terms of employment contracts or the purchase of real property
- Consideration of qualifications for employment of an employee or applicant, or hearing a grievance
- Discussions surrounding criminal investigations
- Formulating plans for emergency responses by local boards of education
- Discussions regarding public safety as it relates to potential terrorist activities

A public body can only enter into a closed session while it is meeting in public. To go into a closed session, a motion to do so must be made during an open session. The motion, made in public, must specifically cite the provision under the law that provides the basis for entering into the closed session. So for example if a public body intends to discuss the award of an honorary degree to certain individuals it must do so in public

unless a member of the public body makes a motion to go into closed session. The public body must vote on the motion and if the motion carries the body can enter into a closed session for that limited purpose and no other. N.C.G.S. §143-318.11(c)

Once the purpose of entering into the closed session is completed, the public body must then re-open the meeting. During the closed session, the public body cannot engage in any other activities that are not related to the stated basis for the motion to enter into the closed session. Motions to adjourn or recess are not permissible activities that can take place in a closed session. Motions to enter into a closed session for some other purpose are not permissible activities that can take place in a closed session. Establishing future meeting dates or times and places for reconvening meetings are not authorized activities that can take place in a closed session. These activities must take place in an open session. Only those limited activities enumerated by statute and identified in a valid public motion that passes can take place in a closed session. All other activities must take place in public. Id. Similarly, as discussed below, if the activities for which the closed session was entered into are not complete and the public body wishes to recess and continue the closed session at a later time, the public body must give public notice of that decision including the time and location for the reconvened meeting.

Some motions to close a session must include additional information to be validly acted on. Specifically, if the reason to go into a closed session is to protect confidential information, the motion must cite the specific statute or law that protects the information from public disclosure. Without such information, the public body cannot entertain the motion. Id.

If the reason to go into closed session is to protect the attorney-client privilege, the motion must identify the parties to the litigation that is to be discussed. Without such information, the public body cannot entertain the motion. Id.

Finally, while in a closed session, the public body must still maintain full and accurate minutes of the session. N.C.G.S. §143-318.10(e). "When a public body meets in closed session, it shall keep a general account of the closed session so that a person not in attendance would have a reasonable understanding of what transpired." Id. This can be achieved through recording the meeting or through a written narrative. Id. These recordings or narratives are public records but may be withheld from public inspection so long as inspection would frustrate the purpose of the closed session.

Public Notice Requirements

In general, a public body which has established a regular schedule of meetings is required to keep a copy of the schedule on file. Any change to this schedule must be filed seven days in advance. Official meetings, other than emergency meetings, to be held other than on a regular schedule require 48 hours notice, by posting and mail or delivery to news media and other persons who have filed written requests for notification.

Emergency meetings require immediate notice to persons who have requested emergency meeting notification.

These requirements hold true when a public meeting is recessed without adjournment. Closed sessions held to evaluate prospective employees should be adjourned with notice as to when and where the continued meeting will be held, rather than reconvened at another location without further notice to the public.

Regardless of the reason for the closed session, a meeting reconvened without notice violates the open meetings law. N.C.G.S. §143-318.12(b) clearly states that if a public body recesses a meeting it is sufficient public notice for the time and place at which the meeting will be continued to be announced in open session. Otherwise, 48 hours notice must be given as in the case of any other non-regularly scheduled meeting.

It is critically important that the public business of our state be conducted openly. Providing notice of official meetings is a necessary element of this process. This is a general advisory opinion and is not intended to respond to any specific questions regarding compliance with the law.

_____	_____
JB Kelly	Grayson Kelley
General Counsel	Chief Deputy AG

Appendix 9 - Contact Listing for System Office Senior Staff

Mr. Bill Carver
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Mr. Alexander Fagg
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Vacant
State Board Affairs Liaison

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State Board Affairs Operations Coordinator
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Appendix 10 - Parliamentary Procedure Quick Reference Chart

Parliamentary Procedure Quick Reference Chart

Rank	Motion	Interrupt Speaker	Second Required	Debatable	Amendable	May be Reconsidered	Vote Required
1.	Fix time to adjourn		√		√	√	1/2
2.	Adjourn		√				1/2
3.	Recess		√		√		1/2
4.	Question of privilege	√	√[1]	√	√	√	1/2
5.	Orders of the day	√					2/3[2]
6.	Table		√				1/2
7.	Previous Question		√			√[3]	2/3
8.	Limit/extend debate		√		√	√	2/3
9.	Postpone to a set time		√	√[4]		√	1/2[5]
10.	Refer		√	√[6]	√	√[7]	1/2
11.	Amend		√	√	√[8]	√	1/2[9]
12.	Postpone indefinitely		√	√		√[10]	1/2
13.	Main motion		√	√	√	√	1/2

[1]If a formal motion is made.
[2]Must be enforced by demand of any member unless agenda is set aside by two–thirds vote, majority if chair's ruling challenged.
[3]Can be reconsidered but only before the previous question has been put.
[4]Only as to propriety or advisability of postponing and of postponing to a certain time.
[5]Needs two–thirds majority if postponed to a later time in the same meeting, simple majority if postponed to a later meeting.
[6]Only as to propriety or advisability of referral.
[7]Can be reconsidered if the group to which the matter has been referred has not started work on the matter.
[8]An amendment to an amendment is not itself amendable.
[9]A motion to amend the agenda requires a two–thirds majority.
[10]Can be reconsidered only if the motion is passed.

Parliamentary Procedure Quick Reference Chart

Rank	Motion	Interrupt Speaker	Second Required	Debatable	Amendable	May be Reconsidered	Vote Required
1.	Fix time to adjourn		√		√	√	1/2
2.	Adjourn		√				1/2
3.	Recess		√		√		1/2
4.	Question of privilege	√	√[1]	√	√	√	1/2
5.	Orders of the day	√					2/3[2]
6.	Table		√				1/2
7.	Previous Question		√			√[3]	2/3
8.	Limit/extend debate		√		√	√	2/3
9.	Postpone to a set time		√	√[4]		√	1/2[5]
10.	Refer		√	√[6]	√	√[7]	1/2
11.	Amend		√	√	√[8]	√	1/2[9]
12.	Postpone indefinitely		√	√		√[10]	1/2
13.	Main motion		√	√	√	√	1/2

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[2]Must be enforced by demand of any member unless agenda is set aside by two–thirds vote, majority if chair's ruling challenged.
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[8]An amendment to an amendment is not itself amendable.
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[10]Can be reconsidered only if the motion is passed.

Appendix 11 - Directory of Raleigh Restaurants Close to the Longleaf Hotel

42nd Street Oyster Bar and Grill
508 W. Jones Street
(919) 831-2811

Long a favorite among capital dwellers and visitors, 42nd Street offers some of the best seafood in town, in addition to steaks and other land lover delights. The food is moderately priced, with generous portions, and the service is good. Typically, there is a good crowd in the evenings, so while reservations are not required, they are recommended. Check out the license plates on the wall. My personal favorites are the flounder and mahi-mahi, and the she-crab soup is excellent when it's available.

Armadillo Grill
439 Glenwood Avenue
(919) 546-0555

The Armadillo is a fine Mexican restaurant that is moderately priced. The service is fast and friendly, and burritos and tacos are all made to order. The atmosphere is good and you will see lots of families eating here. If you like Mexican, then the Armadillo is a place you will enjoy.

Eastern Style Barbecue

No restaurant guide for Raleigh would be complete without a recommendation for barbecue done eastern North Carolina style. Personally, Bill's and Parker's in Wilson, and Wilbur's in Goldsboro, are my favorites. But if you are looking for something closer, there are few in Raleigh worthy of mention. **Clyde Cooper's** at **327 S. Wilmington Street** is just 5 minutes from the Longleaf Hotel and is one of the best, but you have to get there before they close at 5:00 pm unless you want to hear your stomach growling with frustration over your procrastination. **The Pit Authentic Barbecue** is a top pick located **at 323 W. Davie Street** and is less than 5 minutes from Longleaf Hotel. **Smithfield B-B-Q** has a Raleigh location at **7911 Fayetteville Road** from US 40 which is about 20 minutes from the Longleaf Hotel.

Caffe Luna
136 East Hargett Street
(919) 832-6090

This has to be one of the finest Italian restaurants in all of Raleigh. Located in a historic building that is about a 15-minute walk from the Clarion, the Caffe Luna features a wonderful menu of appetizers, salads, and entrees that make you salivate just from reading the selections. There are nightly specials that complement the extensive wine list that is always available. If you want to sit down for a good meal and conversation, then I

highly recommend Caffe Luna. They won't push you out the door once you finish your plate, and the owner personally greets each table and takes a genuine interest in his customers. If you thought customer service was dead, then Caffe Luna will restore your faith and tantalize your palate.

Char-Grill
618 Hillsborough Street
(919) 821-7636

Char-Grill has the best burgers, fries and other favorites at any of their locations including the one on **618 Hillsborough** Street which is less than a 5-minute drive from Longleaf Hotel. The menu includes choices from burgers, hot dogs, barbecue sandwiches, specialty sandwiches, milkshakes and more. Parking is available on the premises.

Hibernian Restaurant and Irish Pub
311 Glenwood Avenue
(919) 833-2258

You will find good food at this very popular neighborhood tavern. The prime rib sandwich with fries is simply amazing, and you will find many other selections sure to please most any palate. I have seen a few Carolina Hurricanes players there from time to time, along with members of NC State's men's basketball team. While reservations are not required, I would recommend them at Hibernian's. The restaurant can be crowded and quite noisy in the evenings, but then again it is one of the most popular taverns in Raleigh. Definitely worth checking out.

Mellow Mushroom
601 West Peace Street (corner of Glenwood and Peace)
(919) 832-3499

The Mellow Mushroom has a very colorful interior that will take you back to the memorable days of the 1960's, but don't let that fool you. The pizza is, in my opinion, the best there is in the Triangle, but since I am still eating my way across Raleigh, that assertion is not yet carved in stone. Try the "Mighty Meaty", or any of their calzones, hoagies, salads, or pretzels. The service is excellent, and the food is extremely good with generous portions. Tie-dyed shirts are optional.

***If you want to venture a little farther out and do some shopping*……**

The Cheesecake Factory
4325 Glenwood Avenue (at Crabtree Valley Mall)
(919) 781-0050

A large dining floor featuring stone columns and painted frescoes may cause you to think of Italian food, but The Cheesecake Factory offers much more. This is a always a busy place and you frequently see people waiting to be seated (so reservations are a good idea), but once you sit down, you will know why it draws such a crowd. It has a dinner menu featuring a selection of entrees from various parts of the world but very reasonably priced, and you can always get a good sandwich here that is certain to satisfy any appetite. Their salads are amazing (Mary still talks about the Luau salad she has had the last couple of times), but the real feature of this restaurant is its dessert menu. As the name suggests, The Cheesecake Factory has a display case filled with more varieties of cheesecake than you can even imagine existed in the universe. You will see the entrance as you approach the Mall from Glenwood Avenue and there is even valet parking for those who want to make use of it.

Kanki Japanese House of Steak and Sushi
4325 Glenwood Avenue (located in Crabtree Valley Mall)
(919) 782-3222

Kanki features authentic Japanese food in an atmosphere straight from the Land of the Rising Sun. You can sit at a table or the sushi bar if you like, or around a grill and watch as your food is prepared. Even if you think you don't like sushi, try some at Kanki's – you will return to your hotel room as a changed person. The prices are very reasonable, the service is good, and the portions are more than generous, so don't be bashful about asking for a box. Kanki's is located on the lower level of Crabtree Mall and has been voted "Best Japanese Restaurant" in the Triangle for 14 consecutive years. Need I say more?

P.F. Chang's
4325 Glenwood Avenue
(919) 7787-7754

For iconic, authentic Asian and Chinese fare, P. F. Chang's offer dine in, take out or online ordering for delivery or takeout. It has everything you need from chopsticks to dessert. It also has great desserts. P.F. Chang has a 5-star rating and is conveniently located near your favorite shops at the Crabtree Mall.

Thai Villa
1319 Buck Jones Road (9 miles from Downtown off Exit 293)
(919) 462-9010

Thai Villa offers made-to-order dishes just as you like them, from mild to extra hot, with all-natural ingredients. Thai Villa is located in a small plaza, but once you walk in, you are pleasantly surprised. Beautiful chandeliers and table settings make the restaurant fancy, and prices are moderate. Try the Pad Thai or the Red Curry Chicken – yummy!! The service is quick, and you got to love those waterfalls.

STATE BOARD OF COMMUNITY COLLEGES
Policy and Governance Committee Charter

I. Background
The State Board of Community Colleges derives its authority from Chapter 115D of the North Carolina General Statutes and the State Board of Community Colleges Code (SBCC Code).

II. Purpose
The purpose of the Policy and Governance Committee is to recommend policies for the State Board to adopt on behalf of the Community College System and to recommend improvements in the governance and operations of the State Board.

III. Organization
The Policy and Governance Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee. The membership of the committee may be rotated at the discretion of the State Board Chair.

IV. Meetings
The Policy and Governance Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities
The responsibilities of the Committee shall be:

- To review SBCC Code changes;
- To review and evaluate the need for System-wide policy modifications;
- To review the Proprietary School Board actions and provide recommendations;
- To ensure that appropriate information to make well-informed decisions is received;
- To report to the full Board on an on-going basis;
- To periodically review and recommend modifications to the Bylaws of the State Board;
- To consider measures that make the State Board operate more efficiently and effectively; and
- To study, review and report on regulatory changes by government and accreditation bodies that impact the Community College System and make recommendations to the Board on actions to be taken.

The Committee may modify or supplement these responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Policy and Governance Committee Charter.

DRAFT

AGENDA
State Board of Community Colleges
FINANCE COMMITTEE
Caswell Building, Dr. W. Dallas Herring State Board Room
Thursday, August 18, 2022 – 3:15 p.m.
Ms. Lisa Estep, Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – July 14, 2022

For Action
- FY 2022-23 State Aid Allocations and Budget Policies (Attachment FC 01)
- Allocation for Finish Line Grants (Attachment FC 02)
- Allocation for Short – Term Workforce Development Grant Program (Attachment FC 03) [CA]
- Allocation for Golden LEAF Scholars Program – Two-Year Colleges (Attachment FC 04) [CA]
- Allocation of Title II Adult Education & Family Literacy Act (AEFLA) Section 231 (Attachment FC 05) [CA]
- Construction and Property - August 2022 (Attachment FC 06) [CA]

For Information
- State Board Reserve Year End Report (Attachment FC 07)
- Review of Finance Committee Charter (Attachment FC 08)

New Business

Adjourn

MINUTES
State Board of Community Colleges
FINANCE COMMITTEE
Thursday, July 14, 2022 – 2:30 p.m.
Ms. Lisa Estep, Chair

Finance Committee Members Present

Ms. Lisa Estep, Chair
Dr. Shirley Carraway
Mr. Andy Penry*
Ms. Sarah West
The Honorable Sam Searcy

Attended via phone or Zoom technology*

Members absent: Treasurer Dale Folwell

Other SBCC Members:

Chair Burr Sullivan
Mr. Bill McBrayer
The Honorable Ray Russell
Ms. Julie Ryan
Mr. Tom Looney
Mr. Mark Merritt
Mr. Johnathan Harris
Mr. Hari Nath
Dr. Grant Campbell

OTHERS IN ATTENDANCE:

President Thomas Stith III
Ms. Brandy Andrews
Dr. Kimberly Gold
Ms. Tawanda Artis
Mr. Alex Fagg
Mr. Patrick Fleming
Mr. Grant Braley
Mr. David Werner
Dr. Bob Witchger
Ms. Kathy Davis
Dr. Bruce Mack
Dr. Levy Brown
Ms. Sandra Thompson
Ms. Angela Dorman
Ms. Tiffany Howell
Ms. Petrina Herring
Ms. Dorrine Fokes
Mr. Patrick Crane
Ms. Jessica Riegar*
Ms. Sandra Thompson*
Ms. Kristen Johnson
(Guilford Tech CC)
Mr. Mark Poarch
(CCC & II)
Mr. Jeff Cox
(Wilkes CC)
Ms. Amy Mahle
(Rowan-Cabarrus)
Ms. Britney Shawley
(Johnson CC)
Mr. Jason Surratt
(Forsyth Tech CC)
Dr. Rusty Hunt
(Lenior CC)
Dr. Janet Spriggs
(Forsyth Tech CC)

CALL TO ORDER

Ms. Estep called the meeting to order at 3:17 p.m.

ROLL CALL

Ms. Herring took the roll of the Finance Committee members.

MINUTES
State Board of Community Colleges
FINANCE COMMITTEE
Thursday, July 14, 2022 – 2:30 p.m.
Ms. Lisa Estep, Chair

ETHICS STATEMENT
Ms. Estep read the required ethics statement. There were no conflicts of interest.

APPROVAL OF THE AGENDA
Ms. Estep asked for a motion to approve the agenda of the meeting as presented. Dr. Carraway moved, seconded by Ms. West, and the motion was unanimously approved via voice vote.

APPROVAL OF THE MINUTES
Ms. Estep asked for a motion to approve the minutes of the May 19, 2022, Finance Committee meeting. Dr. Carraway moved, Mr. Searcy seconded the motion, and the motion was unanimously approved via voice vote.

FOR ACTION
Allocation for Expanding Community College Economic Impact Grants (Attachment FC 01)
Dr. Crane stated the item that is before the Board is a recommendation to approve the allocation of $2 million dollars of funding for twenty-one community colleges.

Dr. Crane explained this was a Legislative State Appropriation in the 2021-22 budget for the System Office to run a grant program in 2022-23 based on the results of an Economic Impact Study that was conducted last year.

Dr. Crane stated to distribute these funds, an RFP and guidelines were posted and an informational webinar was held to answer individual questions.

Dr. Crane stated a team was put together to review the proposals.

Dr. Crane, Ms. Andrews, and the Committee reviewed the table and discussed the item.

Ms. West motioned for approval; Mr. Searcy seconded the motion. The Committee approved Allocation for Expanding Community College Economic Impact Grants via voice vote (Attachment FC 01).

Allocation of Title II, Adult Education & Family Literacy Act (AEFLA) Section 225, Corrections Education and Other Institutionalized Individuals (Attachment FC 02)
Ms. Andrews explained this is an annual consent agenda item that is before the Board.

Ms. Andrews said each year the System Office does receive an award. The total award for this year was $20 million from the Department of Education (WIOAA), Title II Adult Education and Family Literacy Act.

Ms. Andrews stated we are asking the Board to approve $780,552 for thirty-six program providers for Corrections Education and Other Institutionalized Individuals.

Ms. Andrews explained these awards are based on a competitive process and this award for 2022-23 is the second year of the four-year cycle.

Ms. Andrews reviewed the three formula components and the table.

Dr. Carraway motioned for approval; Mr. Searcy seconded the motion. The Committee approved Allocation of Title II, Adult Education & Family Literacy Act (AEFLA) Section 225, Corrections Education and Other Institutionalized Individuals via voice vote (Attachment FC 02).

Allocation of Title II, Adult Education and Family Literacy Act (AEFLA) Section 243, Integrated English Literacy & Civics Education (IELCE) (FC 03)

Ms. Andrews stated we are asking the Board to approve $1,205,009 for thirty program providers for a competitive process for the second year of the four-year cycle.

Ms. Andrews reviewed the three formula components and the table.

Dr. Carraway motioned for approval; Mr. Searcy second the motion. The Committee approved Allocation of Title II, Adult Education and Family Literacy Act (AEFLA) Section 243, Integrated English Literacy & Civics Education (IELCE) (Attachment FC 03) via voice vote.

Allocation for Customized Training - Regional Trainers (Attachment FC 04)

Ms. Andrews explained this is an annual item that comes before the Board to fund Customized Training regional trainers.

Ms. Andrews stated there are five trainers that we are being requested to approve in the table.

Ms. Andrews explained we received information this morning that the position that was going to be posted at Robeson CC for the Leadership Instructional Area did decline the employment offer.

Ms. Andrews stated we are asking in this motion and action to remove Robeson CC's allocation from the table. Ms. Andrews reviewed the table and stated we are asking you to approve an allocation of $542,189 for four community colleges that will be at four host colleges.

Ms. Andrews explained we receive annual state general appropriations for the Customized Training regional trainers.

Ms. Andrews stated the allocation period is July 1, 2022 - June 30, 2023.

Ms. Andrews, Dr. Mack, and the Committee discussed the item.

Ms. West motioned for approval; Chair Sullivan second the motion. Allocation for Customized Training - Regional Trainers (Attachment FC 04) via voice vote.

Allocation for BioNetwork Host Colleges (IELCE) (Attachment FC 05)

Ms. Andrews explained Allocation for Bionetwork for Host Colleges is another annual item that comes before the Board.

Ms. Andrews stated we are asking the Board to approve $4,124,201 to be allocated to the BioNetwork host colleges.

Ms. Andrews reviewed the background in item FC 05.

Ms. Andrews stated the allocation period is July 1, 2022, through June 30, 2023.

Mr. Searcy motioned for approval; Dr. Carraway seconded the motion. The Committee approved Allocation for BioNetwork Host Colleges (Attachment FC 05) via voice vote.

Construction and Property -July 2022 (Attachment FC 06) .

Ms. Andrews reviewed the requested construction and property items.

Ms. Andrews stated Section C, Connect NC Bond Funds and State Capital and Infrastructure Fund (2021-SCIF) has eleven projects. She informed the Committee the contingency was not met for Central Carolina CC project 2682.

Ms. Andrews stated we are requesting today in our actions that we move this from the approval of FC 06.

Ms. Andrews reviewed the requested construction and property items.

Ms. Estep requested the Finance Committee to approve the requested construction and property items except for Central Carolina CC project 2682. Mr. Searcy motioned for approval; Dr. Carraway seconded the motion. The Committee approved Construction and Property -July 2022 (Attachment FC 06) via voice vote.

For Future Action

Analysis of Learning Management System Costs (Attachment FC 07)

Mr. Fleming stated as you recall in our May 2022 State Board of Community Colleges meeting staff were instructed to provide a cost analysis and a recommendation regarding system support for a single learning management system (LMS).

Mr. Fleming explained we pulled together a report that reflects learning management system (LMS) expenditures for the System Office contracts.

Mr. Fleming stated it is important to understand that the System Office supports two learning management system contracts one is for Blackboard platform and the second one is for the Moodle LMS platform.

Mr. Fleming explained the LMS provides content hosting for instructional services, teaching tool integration, student access to coursework, student coursework submission, college information system integration, reporting, and analytical tools.

Mr. Fleming stated currently each Community College chooses the Learning Management System that best fits their needs. Mr. Fleming explained as of July 2022 we have thirty-three community colleges that are using the NCCCS Moodle Open LMS Contract, fifteen are using the NCCS Blackboard contract, ten colleges have contracts with other LMS providers that are not supported by System Office contracts.

Mr. Fleming reviewed the tables in item FC 07.

Mr. Fleming reviewed the recommendation in item FC 07.

Mr. Fleming and the Committee discussed the item.

For Information

System Office Contracts Report January - June 30, 2022 (Attachment FC 08)
Ms. Estep asked for the Committee members to review FC 08.

System Office Grants Awarded Report January - June 30, 2022 (Attachment FC 09)
Ms. Estep asked for the Committee members to review FC 09.

Delegated College Allocations Report as of June 30, 2022 (Attachment FC 10)
Ms. Estep asked for the Committee members to review FC 10.

Year End Estimated Receipts – June 2022(Attachment FC 11)
Ms. Andrews reviewed FC 11.

Connect NC Bond Status Report – May 31, 2022 (Attachment FC 12)
Ms. Estep asked for the Committee members to review FC 12.

ADJOURNMENT
Ms. Estep adjourned the meeting at 4:27 pm

MINUTES
State Board of Community Colleges
FINANCE COMMITTEE
Thursday, July 14, 2022 – 2:30 p.m.
Ms. Lisa Estep, Chair

Respectfully Submitted,
Petrina L. Herring,
Recording Secretary

FY 2022-23
STATE AID ALLOCATIONS AND BUDGET POLICIES

STATE BOARD OF COMMUNITY COLLEGES
DIVISION OF FINANCE AND OPERATIONS
AUGUST 19, 2022

SBCC
08/19/2022
Version 1.0

Document History

Version	Date Published	Description
1.0	08/19/2022	Document presented to the State Board

TABLE OF CONTENTS

I. Purpose Statement 1
II. Guidelines Related to State Salaries of Community College Employees 2
A. Salaries of Faculty, Professional Staff, and Other State-Supported Positions 2
B. Establishment of Minimum Salaries for Curriculum Faculty 5
C. College Presidents' State Salaries 7
D. Employer Contribution Rates and Longevity – FOR INFORMATION ONLY 10
E. Other Personnel-Related Provisions 11
III. Budget Allocations 13
A. Formula Budget – Current Operating 15
1. Curriculum Instruction 19
2. Continuing Education Instruction 21
3. Basic Skills 23
4. Institutional & Academic Support 27
5. Performance-Based Funding Allocations 30
6. Formula Budget by College 34
B. Categorical Allocations 35
1. Career and Technical Education (Federal) 35
2. Child Care 39
3. Small Business Centers 41
4. Customized Training 46
5. Equipment 49
6. Instructional Resources 53
C. Specific Program Categorical Allocations 55
D. Budget Allocation Summary 59
IV. Use of State Funds and Budget Flexibility 61
A. Cash Management – FOR INFORMATION ONLY 61
B. Use of State Funds – FOR INFORMATION ONLY 61
C. Authority to Use Funds for Campus Security 62
V. Tuition and Fees – FOR INFORMATION ONLY 64
A. Curriculum Tuition Rates 64
B. Continuing Education Registration Fees 64
C. Estimated Receipts 64
VI. Other Budget Policy Issues – FOR INFORMATION ONLY 67
Appendix A: Labor Market Adjustment Reserve by College 68
Appendix B: Relevant Excerpts from Session Laws 2022-74 and 2021-180 69
Appendix C: Closing the Skills Gap Priority Occupations 78
Appendix D: Tier Designations 79
Appendix E: Performance-Based Funding Allocation Detail 83
Appendix F: Revised Purpose and Vocational Codes 87
Appendix G: FY 2022-23 Key Formula Values 89
Appendix H: FY 2022-23 Per Capita Rates 90

I. Purpose Statement

G.S. 115D-5(a) provides that "[t]he State Board of Community Colleges may adopt and execute such policies, regulations and standards concerning the establishment, administration, and operation of institutions as the State Board may deem necessary … to provide for the equitable distribution of State and federal funds to the several institutions." G.S. 115D-31(a) further describes the State Board's responsibility to provide, "from sources available to the State Board," financial support to the institutions.

On June 28, 2022, the 2022 Appropriations Act was enacted into law (S.L. 2022-74). Through this legislation, the General Assembly established the appropriation to the North Carolina Community College System for FY 2022-23 and communicated various directives and made policy changes that require State Board action. These actions and adjustments are required to ensure appropriate fiscal control with respect to the allocation of resources, and as such require the State Board's deliberation and approval. It is the purpose of this document to allocate funds to the colleges and adopt necessary policies consistent with S.L. 2022-74 and in compliance with G.S. 115D-5(a) and G.S. 115D-31.

It is the responsibility of the colleges to ensure that State and Federal funds are expended consistent with the policies herein.

II. Guidelines Related to State Salaries of Community College Employees

A. Salaries of Faculty, Professional Staff, and Other State-Supported Positions

1) Compensation Increase Reserve Funds (Recurring): The 2022 Appropriations Act appropriated approximately $12 million in recurring funds, in addition to the approximately $30 million of recurring funds that was appropriated in the 2021 Appropriation Act to support recurring salary increases for community college employees in FY 2022-23.[1] Session Law 2022-74 directs that a 3.5% across-the-board salary increase be provided to community college employees effective July 1, 2022. Salary increases apply to those employed in a state funded position on June 30, 2022.

In addition, S.L. 2021-180, Section 39.12(d) requires that effective July 1, 2022, no State-funded community college employee shall earn less than $15 per hour. Employees shall receive the amount necessary to increase the eligible employee's salary to $15 per hour.

Funding provided in Session Law 2022-74 is for State-funded community college employees only and may only be used for this purpose. Salary increases for non-state funded employees must be funded from those non-state sources.

Since these funds are **recurring,** they have been **incorporated into the colleges' formula and categorical allocations by increasing the base and FTE funding rates** (see Sections III.A.1 –III.A.4 for further descriptions)**.**

2) Labor Market Adjustment Reserve: The 2022 Appropriations Act appropriated approximately $12 million in recurring funds for labor market salary adjustments. These funds shall be used to address specific staffing issues by providing targeted salary increases. Per Section 39.2.(a), colleges must use these funds for this purpose, including associated benefits (FICA and retirement). Colleges are authorized to award salary adjustments to identified employees pursuant to the following requirements:

1) Any increase provided to an employee shall not exceed the greater of fifteen thousand dollars ($15,000) or fifteen percent (15%) of their current base salary.
2) Any increase provided to an employee may not result in the employee's salary exceeding the maximum salary of the salary range associated with the position.
3) No more than twenty-five percent (25%) of the agency's permanent employees may receive a salary increase from the funds appropriated for this purpose.

[1] Joint Conference Committee Report on the Current Operations Appropriations Act of 2022 dated June 28, 2022: Item 1 on page B4 and Joint Conference Committee Report on the Current Operations Appropriations Act of 2021 dated November 15, 2021: Item 1 on page B 8.

4) Funds may not be awarded to employees in positions with salaries set in law or paid based on an experience-based salary schedule that is eligible to receive funding from the Pay Plan Reserve. (N/A for Community College employees)

5) Funds must be used to increase salaries paid to employees and shall not be used to supplant other funding sources or for any other purpose.

Since these funds are **recurring**, they have been **incorporated into the college's formula allocations by increasing the base and FTE funding rates.** The cumulative dollar amount of the formula allocations that is attributable to the labor market reserve funds (excluding associated benefits) is listed for each college in Appendix A for informational, planning and reporting purposes.

3) **Reporting on the use of Labor Market Adjustment Reserve:** Section 39.2.(d) requires The Office of State Human Resources (OSHR) to compile a single report detailing how these funds were distributed by October 31, 2022. To comply with this reporting requirement, colleges will be required to report to the System Office on how the reserve funds have been used. The report will be based on amounts reflected in Appendix A. A reporting template will be provided to colleges.

4) **Effective Date of Salary Increases:** State funds shall be used to support salary adjustments effective July 1, 2022.

5) **Local Flexibility to Make Further Adjustments to Base Salaries:** Community college boards of trustees may provide personnel salary increases consistent with the salary determination methods adopted as part of each college's personnel policies under 1C SBCCC 200.94. Colleges may use the flexibility provided under this rule to make recurring adjustments to the base salary of employees in State-funded positions within the constraints of the college's State budget allocation. Non-recurring adjustments or bonuses are not allowable except for one-time, performance-based bonuses authorized under G.S. 115D-31.3(g) (see E. Other Personnel-Related Provisions for more detail).

6) **No Across-the-Board Recurring Salary Increases in Fourth Quarter:** Notwithstanding the above, colleges may not use State funds to provide across-the-board recurring salary increases during the fourth quarter of the fiscal year. Other recurring adjustments are allowed provided recurring funds are available.

7) **State Board Minimum and Maximum State Salaries:** Per 1C SBCCC 400.3, the State Board shall adopt a minimum and maximum amount of State funds which may be paid to any full-time employee of the college paid with State funds. With the exception of the college president, the minimum amount is **$31,200** and the maximum amount is **$152,417** for FY 2022-23. The minimum amount is the annual equivalent of the required $15 per hour minimum. Effective July 1, 2022, no State-funded community college employee shall earn less than $15 per hour. The maximum value has been revised to incorporate the 3.5% salary increase, and the

allowable adjustment (greater of $15,000 or 15%) based on the Labor Market Reserve fund requirements in Section 39.2.(a).

8) **Locally funded Compensation Adjustments:** Colleges may provide recurring or non-recurring salary adjustments using local funding sources if such adjustments are an authorized use of those funds.

B. Establishment of Minimum Salaries for Curriculum Faculty

No curriculum faculty member shall earn less than the minimum amount for his or her education level, as of the beginning of the contractual period, consistent with the following guidelines:

1. **Definitions of Educational Levels:** The minimum salaries for community college curriculum faculty shall be based upon the following educational levels as demonstrated through credentials earned from an accredited institution:

   - Vocational Diploma, Certificate or Less – This education level includes faculty members who are high school graduates, have vocational diplomas, or have completed one year of college.
   - Associate Degree or Equivalent – This education level includes faculty members who have an associate degree or have completed two or more years of college but have no degree.
   - Bachelor's Degree.
   - Master's Degree or Education Specialist.
   - Doctoral Degree.

2. **Full-Time Curriculum Faculty Minimum Salaries:** No nine-month, full-time faculty member shall earn less than the minimum salary for his or her education level, regardless of whether their degree is applicable to what they are teaching. The minimum salaries for full-time faculty described in #4 below reflect the S.L. 2022-74, Section 39.12.(b1) adjustment. This adjustment reflects the 3.5% salary increase and the equivalent of 1.0% (Labor Market Adjustment fund value) for a total of 4.5%. To comply with law, colleges must ensure that faculty are not paid below the minimum. This does not mandate all faculty receive a 4.5% increase.

3. **Part-Time Curriculum Faculty Minimum Salaries:** The pro-rata hourly rate of the minimum salary for each education level shall be used to determine the minimum salary for part-time faculty members. The pro-rata hourly rate of the minimum salary for adjunct faculty is calculated by dividing the full-time faculty minimum by 1560 hours (number of hours for 9/12th of a work year). **The FY 2022-23 minimum salaries for part-time faculty are fifteen percent (15%) above these derived minimums based on the minimum salaries for full-time faculty.** This is consistent with the 2005 agreement between the System Office and the North Carolina Association of Community College Presidents to recognize work time required outside of direct classroom instruction. The State Board establishes the "contact hour" as the standard unit of measure for the purpose of determining compliance with this requirement.

4. **Minimum Faculty Salaries by Education Level:** The minimum salaries for community college curriculum faculty shall be:

Education Level	Full-Time Faculty (9-month Contract)	Part-Time Faculty (Hourly Rate)
Vocational Diploma, Certificate or Less	$40,254	$29.67
Associate Degree or Equivalent	$40,814	$30.09
Bachelor's Degree	$43,242	$31.88
Master's Degree or Education Specialist	$45,397	$33.47
Doctoral Degree	$48,503	$35.76

5. **Effective Date:** Colleges must pay curriculum faculty at or above these rates effective July 1, 2022.

C. College Presidents' State Salaries

Per G.S. 115D-20(1), it is the power and duty of the college board of trustees "(t)o elect a president or chief administrative officer of the institution for such term and under such conditions as the trustees may fix, …such election to be subject to the approval of the State Board of Community Colleges." Furthermore, per G.S. 115D-5(a), "(a)ny and all salary caps set by the State Board for community college presidents shall apply only to the State-paid portion of the salary." Therefore, the amount of local supplement, if any, and the president's total salary is a decision of the local college's board of trustees.

Per 1C SBCCC 400.2.(b)(1), "the State Board shall adopt State salary grades for college presidents that are based on institutional size." A president's placement on the schedule is based on the size of the institution.[2] The size of the institution is determined by the higher of the previous year's total FTE reported in the enrollment reports furnished to the System Office, including both budget and non-budget FTE, or the average of the prior two year's total FTE enrollment. The salary for each grade has been revised to incorporate the 3.5% salary increase.

GRADE		
1	**2**	**3**

FTE RANGE		
0-2499	**2500-6499**	**6500+**

ANNUAL STATE SALARY		
$150,686	**$160,863**	**$171,747**

[2] Consistent with action taken by State Board in November 2012, if a sitting college president's State salary on June 30, 2013, exceeds the established salary for his/her salary grade, the college is allocated an amount equal to the State salary as of June 30, 2013 adjusted for any subsequent legislative salary increases and salary grade changes.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
PRESIDENTS' STATE BUDGETED SALARIES
FY 2022-23

Attachment FC 01

	BUDGET FTE			NON-BUDGET FTE				
COMMUNITY COLLEGE	**CURR**	**CON ED**	**BASIC SKILLS**	**CURR**	**CON ED**	**TOTAL FTE**	**INST SIZE**	**STATE SALARY 2022-23**
Alamance CC	3,271	629	299	0	31	4,230	2	$ 160,863
Asheville-Buncombe TCC*	4,943	630	284	0	89	5,946	2	171,747
Beaufort County CC	1,371	367	82	0	22	1,842	1	150,686
Bladen CC	1,077	231	43	0	10	1,361	1	150,686
Blue Ridge CC	2,100	515	85	1	61	2,762	2	160,863
Brunswick CC	1,383	419	190	0	38	2,030	1	150,686
Caldwell CC & TI	3,062	778	80	0	38	3,958	2	160,863
Cape Fear CC	7,432	1,122	230	0	41	8,825	3	171,747
Carteret CC	1,450	373	90	0	26	1,939	1	150,686
Catawba Valley CC	3,560	781	140	0	90	4,571	2	160,863
Central Carolina CC	4,117	743	395	0	51	5,306	2	160,863
Central Piedmont CC	14,310	1,036	994	0	250	16,590	3	171,747
Cleveland CC	2,246	753	38	0	48	3,085	2	160,863
Coastal Carolina CC	3,319	632	175	0	24	4,150	2	160,863
College of The Albemarle	2,016	401	70	0	23	2,510	2	160,863
Craven CC	2,301	682	87	0	20	3,090	2	160,863
Davidson-Davie CC	3,109	438	301	0	46	3,894	2	160,863
Durham TCC	3,938	781	159	0	90	4,968	2	160,863
Edgecombe CC	1,359	382	58	0	13	1,812	1	150,686
Fayetteville TCC	8,825	3,512	437	0	169	12,943	3	171,747
Forsyth TCC	6,489	674	158	0	73	7,394	3	171,747
Gaston College	4,062	355	149	0	74	4,640	2	160,863
Guilford TCC	8,637	1,143	682	0	69	10,531	3	171,747
Halifax CC	769	214	31	0	6	1,020	1	150,686
Haywood CC	1,150	253	16	0	46	1,465	1	150,686
Isothermal CC	1,757	198	61	0	26	2,042	1	150,686
James Sprunt CC	1,142	433	34	0	11	1,620	1	150,686
Johnston CC	3,358	640	86	0	34	4,118	2	160,863
Lenoir CC	2,075	1,642	202	0	31	3,950	2	160,863
Martin CC	632	147	35	0	8	822	1	150,686
Mayland CC	654	217	56	0	7	934	1	150,686
McDowell TCC	955	277	93	0	14	1,339	1	150,686
Mitchell CC	2,265	414	114	0	50	2,843	2	160,863
Montgomery CC	724	204	21	0	13	962	1	150,686
Nash CC	2,148	481	37	0	37	2,703	2	160,863
Pamlico CC	310	207	25	0	1	543	1	150,686
Piedmont CC	974	385	15	0	14	1,388	1	150,686
Pitt CC	6,362	621	189	0	45	7,217	3	171,747
Randolph CC	2,005	454	180	0	24	2,663	2	160,863
Richmond CC	1,823	618	137	0	9	2,587	2	160,863
Roanoke-Chowan CC	475	217	25	0	4	721	1	150,686
Robeson CC	1,763	1,186	301	0	27	3,277	2	160,863
Rockingham CC	1,362	285	54	0	20	1,721	1	150,686
Rowan-Cabarrus CC	4,993	1,382	194	1	53	6,623	3	193,284
Sampson CC	1,558	367	153	0	8	2,086	1	150,686
Sandhills CC*	3,239	485	147	0	53	3,924	2	177,403
South Piedmont CC	2,099	693	212	0	39	3,043	2	160,863
Southeastern CC	1,109	482	163	0	7	1,761	1	150,686
Southwestern CC*	1,933	501	40	0	9	2,483	1	160,863
Stanly CC	1,831	698	104	0	14	2,647	2	160,863
Surry CC	2,388	505	105	0	39	3,037	2	160,863
Tri-County CC	920	192	33	0	4	1,149	1	150,686
Vance-Granville CC	2,235	465	85	0	43	2,828	2	160,863
Wake TCC	17,629	2,416	1,123	0	286	21,454	3	171,747
Wayne CC	2,589	426	160	0	16	3,191	2	160,863
Western Piedmont CC	1,566	222	84	0	10	1,882	1	150,686
Wilkes CC	2,022	490	113	0	29	2,654	2	160,863
Wilson CC	1,389	307	53	0	18	1,767	1	150,686
TOTAL	**174,580**	**36,101**	**9,707**	**2**	**2,451**	**222,841**		**$ 9,242,193**

*Consistent with State Board action taken in CC22-020, the state salary will remain at the same level as FY2019-20.

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D. Employer Contribution Rates and Longevity – FOR INFORMATION ONLY

1. Employer Contribution Rates for Health Insurance: Per Section 39.22.(e) of S.L. 2021-180, the maximum annual employer contribution rate for FY 2022-23 is $7,397 for employees and $5,118 for retirees.

2. Employer Contribution Rates for Retirement: Per S.L. 2022-74 colleges shall contribute the following rates toward employee retirement effective July 1, 2022.

- Teachers and State Employees Retirement System (TSERS): 24.50%[3]

The recurring funds needed to support the **recurring** increase in the retirement rates above have been **incorporated into the formula values**.

3. Longevity: The General Assembly did not make any changes to longevity pay for community college employees. Colleges should continue to pay longevity to employees consistent with 1C SBCCC 400.8. Please note that consistent with this rule, longevity pay is calculated on an employee's annual base or contract salary rate. **Therefore, bonuses shall not be included in longevity calculations.** Longevity must be paid from the same funding source as an employee's salary. Funds will be allocated separately for longevity expenses associated with employees supported by formula funds. Note that these funds may not be used to support longevity expenses related to employees supported by categorical funds.

[3] **Regarding presidents participating in TSERS:** G.S. 115D-5(a) provides that "the employer contribution rate on the local-paid portion of the salary, to be paid from local funds, shall be set by the State Treasurer based on actuarial recommendations." Unless notified otherwise in the future, colleges should operate under the assumption that the employer contribution rate on the local-paid portion will be the same as the State-paid portion.

E. Other Personnel-Related Provisions

1. Performance-Based Bonuses: Per G.S. 115D-31.3(g) a college may use Performance Based allocation funds, including any allocated performance-based carry forward funds, for one-time, performance-based bonuses for faculty and staff. A bonus awarded using this authorization is not subject to retirement.

Fiscal Management: These Performance-Based bonus expenditures should be coded to

- Vocational code 50.

Excerpt from § 115D-31.3. Institutional performance accountability.

(g) Recognition of Successful Institutional Performance. - For the purpose of recognition of successful institutional performance, the State Board of Community Colleges shall evaluate each college on the performance measures set out in subsection (e) of this section. Subject to the availability of funds, the State Board may allocate funds among colleges based on the evaluation of each institution's performance, including at least the following components:

(1) Program quality evaluated by determining a college's rate of student success on each measure as compared to a systemwide performance baseline and goal.

(2) Program impact on student outcomes evaluated by the number of students succeeding on each measure.

A college may use funds allocated to it pursuant to this subsection for one-time, performance-based bonuses for faculty and staff. Notwithstanding G.S. 135-1(7a), a bonus awarded with funds pursuant to this subsection is not compensation under Article 1 of Chapter 135 of the General Statutes.

2. Mitigate Bonus Leave: Section 39.18 of S.L. 2022-74 authorizes State agencies, departments, institutions, the NC Community College System, and UNC to offer employees the opportunity to use or to cash in special bonus leave benefits that have accrued if all the following requirements are met:

- Employee participation is voluntary.
- Special leave that is liquidated for cash payment must be valued at the amount based on the employee's current annual salary rate.
- Each agency shall report on the position characteristics of employees participating in the program. A report is due by September 1, 2023.

Colleges are **not required** to offer employees this option. If the option is made available, each participating college may determine locally the amount of funding available to support bonus leave buyouts within its overall funding availability.

Participating colleges must identify procedures that, at minimum, address the following issues:

- Ensures that all applicable employees are made aware of this opportunity.
- Establishes a clear process for how employees can submit a request to cash in their desired number of bonus leave hours.
- Provides a fair and impartial method for fulfilling requests, to the extent possible, within the college's determined funding availability for this purpose.

III. BUDGET ALLOCATIONS

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
SUMMARY OF BUDGET ALLOCATIONS
FY 2022-23

System Total							
Curriculum				174,580			
Continuing Education				36,101			
Basic Skills				9,707			
Total Budget FTE:				**220,388**			
Instruction:							
Curriculum:							
Base					$ 28,505,550		
Tier 1A	28,876.0	FTE @	$ 4,889.65		$ 141,193,418		
Tier 1B	44,782.4	FTE @	$ 4,325.46		$ 193,704,388		
Tier 2	100,921.6	FTE @	$ 3,761.27		$ 379,593,556		
Total						$ 742,996,912	
Continuing Education:							
Base					$ 4,750,896		
Tier 1A	2,121.0	FTE @	$ 4,889.65		$ 10,370,921		
Tier 1B	3,116.5	FTE @	$ 4,325.46		$ 13,480,221		
Tier 2	17,508.0	FTE @	$ 3,761.27		$ 65,852,263		
Tier 3	13,355.5	FTE @	$ 2,380.88		$ 31,797,930		
Total						$ 126,252,231	
Basic Skills (State $ Only)	9,707.0	FTE @	$ 2,380.88		$ 23,111,200		
		State Performance-Based Allotment			$ 6,000,000		
Total						$ 29,111,200	
Total Instruction							**$ 898,360,343**
Institutional and Academic Support:							
Presidents' Salary and Benefits					$ 12,598,179		
Base Allotment - First 750 FTE					$ 158,588,472		
MCC Allotment	35	MCC(s) @	$ 637,951		$ 22,328,285		
	6	MCC(s) @	$ 1,066,851		$ 6,401,106		
Enrollment Allotment @	177,129	$ 1,853	per FTE above 750		$ 328,220,037		
Total Institutional and Academic Support							**$ 528,136,079**
Performance-Based Funding (excluding Basic Skills PBF)							**$ 18,000,000**
Total Formula Allotment							**$ 1,444,496,422**
Categorical Allocations							
Career and Technical Education Allotment - Basic Grant (Federal)					$ 13,190,099		
Child Care					$ 3,038,215		
Small Business Centers					$ 9,719,948		
Customized Training - Business & Industry Support					$ 3,002,500		
Equipment					$ 48,962,762		
Instructional Resources					$ 2,500,000		
Specific Program Categorical Allocations							
Marine Technology (Cape Fear CC)					$ 821,003		
Manufacturing Solutions Center (Catawba Valley CC)					$ 1,035,147		
Botanical Lab (Fayetteville TCC)					$ 100,000		
NC Military Business Center (Fayetteville TCC)					$ 2,163,373		
Innovation Quarters (Forsyth TCC)					$ 300,000		
Center for Applied Textile Technology (Gaston College)					$ 734,720		
NC Research Campus (Rowan Cabarrus CC)					$ 3,489,522		
Truck Driver Training Program (Caldwell CC & TI)					$ 150,000		
Anspach Advanced Manufacturing School (Mayland CC)					$ 515,000		
Prison Education Program (Cleveland CC)					$ 585,000		
Viticulture and Enology (Surry CC)					$ 250,000		
NR Career Academies for At-Risk Students (Cape Fear CC)					$ 583,500		
Community College Equipment (James Sprunt CC)					$ 250,000		
NR Cybersecurity Program (Gaston CC)					$ 400,000		
NR Digital Course Scheduling (Johnston CC)					$ 100,000		
Total Categorical Allocations							**$ 91,890,789**
TOTAL Allocations:							**$ 1,536,387,211**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
STATEWIDE COLLEGE ALLOTMENT COMPARISON
2021-22 vs. 2022-23

	FY2021-22	FY2022-23	Change +/(-) [1]	% Change
Budget FTE				
Curriculum	180,695	174,580	(6,115)	-3.4%
Continuing Education	33,218	36,101	2,883	8.7%
Basic Skills	9,731	9,707	(24)	-0.2%
Total Budget FTE	**223,644**	**220,388**	**(3,256)**	**-1.5%**
Formula Allocations				
Curriculum	727,474,515	742,996,912	15,522,397	2.1%
Continuing Education	109,030,351	126,252,231	17,221,880	15.8%
Basic Skills (State $ only, including Basic Skills PBF)	27,958,091	29,111,200	1,153,109	4.1%
Institutional Support	505,207,600	528,136,079	22,928,479	4.5%
Performance-Based Funding (excluding Basic Skills PBF)	18,000,000	18,000,000	-	0.0%
NR Budget Stabilization - State Fiscal Recovery Funds (SFRF)	79,983,422	-	(79,983,422)	-100.0%
Total Current Operating	**$1,467,653,979**	**$1,444,496,422**	**($23,157,557)**	-1.6%
Categorical Allocations				
Career and Technical Educ. Allotment - Basic Grant (federal)	12,590,551	13,190,099	599,548	4.8%
Child Care	3,038,215	3,038,215	-	0.0%
Small Business Centers	6,854,137	9,719,948	2,865,811	41.8%
Customized Training - Business and Industry Support	2,982,500	3,002,500	20,000	0.7%
Equipment	48,962,762	48,962,762	-	0.0%
Instructional Resources	2,500,000	2,500,000	-	0.0%
Specific Program Categorical Allocations				
Marine Technology (Cape Fear CC)	791,361	821,003	29,642	3.7%
Manufacturing Solutions Center (Catawba Valley CC)	987,784	1,035,147	47,363	4.8%
Botanical Lab (Fayetteville Tech CC)	100,000	100,000	-	0.0%
NC Military Business Center (Fayetteville TCC)	2,121,601	2,163,373	41,772	2.0%
Innovation Quarters (Forsyth TCC)	300,000	300,000	-	0.0%
Center for Applied Textile Technology (Gaston)	712,625	734,720	22,095	3.1%
NC Research Campus (Rowan Cabarrus CC)	3,463,720	3,489,522	25,802	0.7%
Truck Driver Training Program (Caldwell CC & TI)	150,000	150,000	-	0.0%
NR Botanical Gardens (Fayetteville CC)	321,000	-	(321,000)	-100.0%
NR Economic Impact Study (Central Piedmont CC)	750,000	-	(750,000)	-100.0%
NR Work-Based Learning (Central Piedmont CC)	250,000	-	(250,000)	-100.0%
NR Prison Education Program (Pamlico CC)	650,000	-	(650,000)	-100.0%
NR Career Academies for At-Risk Students (Cape Fear CC)	583,500	583,500	-	0.0%
Anspach Advanced Manufacturing School (Mayland CC)	515,000	515,000	-	0.0%
NR Skilled Trade Program Start-Up Funds (Blue Ridge CC)	300,000	-	(300,000)	-100.0%
NR Public Safety Training Center Equipment (Blue Ridge CC)	250,000	-	(250,000)	-100.0%
Prison Education Program (Cleveland CC)	-	585,000	585,000	100.0%
Viticulture and Enology (Surry CC)	-	250,000	250,000	100.0%
Community College Equipment (James Sprunt CC)	-	250,000	250,000	100.0%
NR Cybersecurity Program (Gaston CC)	-	400,000	400,000	100.0%
NR Digital Course Scheduling (Johnston CC)	-	100,000	100,000	100.0%
Total Categorical Allocations	**$89,174,756**	**$91,890,789**	**$2,716,033**	**3.0%**
TOTAL ALLOCATION:	**$1,556,828,735**	**$1,536,387,211**	**($20,441,524)**	**-1.3%**
Total Allocation per FTE	**$6,961**	**$6,971**	**$10**	**0.1%**

[1] Allocations reflecting an increase/(decrease) in the difference column indicate a legislative action, a change in FTE, and/or a change due to the increase in employer contribution rates for retirement and health benefits.

A. Formula Budget – Current Operating

The formula budget is the primary mechanism through which State funds are allocated to the colleges for current operations. For FY 2022-23, a total of $1,444,496,422 is allocated through the current operating formula budget. Funds are allocated using three methodologies: 1) base allocations, which provide a standard amount of support regardless of college size, 2) enrollment allocations, which vary based on a college's budgeted full-time equivalent (FTE) student enrollment, and 3) performance-based allocations, which are determined based on student outcomes. While each component of the formula budget uses a combination of these methodologies, enrollment is the key driver for colleges' formula budgets.

Budget FTE

Budget FTE is the number of full-time equivalent students for which a college is budgeted to serve. For FY 2022-23, system-wide budget FTE totals 220,388. Budget FTE is calculated based on the higher of the prior year's enrollment or the average of the prior two years.

Instructional FTE allocations are calculated on a tiered-funding basis. With the implementation of the Closing the Skills Gap proposal in FY 2014-15, there are four funding tiers.

- **Tier 1A:**
  - Curriculum courses in health care and technical education aligned to priority occupations that have documented skills gaps and pay higher wages (see Appendix C).
  - Continuing education courses aligned to the priority occupations that have documented skills gaps and pay higher wages. Course sections must be scheduled for 96 hours or more and mapped to a third-party credential, certification, or industry-designed curriculum.
- **Tier 1B**:
  - Curriculum courses in other high-cost areas of health care, technical education, lab-based science, and college-level math courses.
  - Continuing education courses that help prepare students for jobs in priority occupations and lead to industry credentials. Course sections must be scheduled for 96 hours or more and mapped to a third-party credential, certification, or industry-designed curriculum.
- **Tier 2**:
  - Remaining curriculum courses
  - Continuing education courses leading to state or industry-recognized credential. Course sections must be scheduled for 96 hours or more and mapped to a third-party credential, certification, or industry-designed curriculum.

- **Tier 3:**
  - Remaining continuing education courses
  - Continuing education course sections based on course codes designated eligible for Tier 1A, 1B or 2 which do not meet the course hours scheduled and credential requirements (unless otherwise noted as an exception by the SBCC).
  - Basic Skills courses

This weighted allocation model is designed to provide a funding differential between each tier (See Appendix D for more detailed information on tier designations). The State Board of Community Colleges retains the authority to designate tier levels for curriculum program prefixes and continuing education course codes.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
2022-23 BUDGET FTE

	Curriculum	Continuing Education	Basic Skills	Total	>750
Alamance CC	3,271	629	299	4,199	3,449
Asheville-Buncombe TCC	4,943	630	284	5,857	5,107
Beaufort County CC	1,371	367	82	1,820	1,070
Bladen CC	1,077	231	43	1,351	601
Blue Ridge CC	2,100	515	85	2,700	1,950
Brunswick CC	1,383	419	190	1,992	1,242
Caldwell CC and TI	3,062	778	80	3,920	3,170
Cape Fear CC	7,432	1,122	230	8,784	8,034
Carteret CC	1,450	373	90	1,913	1,163
Catawba Valley CC	3,560	781	140	4,481	3,731
Central Carolina CC	4,117	743	395	5,255	4,505
Central Piedmont CC	14,310	1,036	994	16,340	15,590
Cleveland CC	2,246	753	38	3,037	2,287
Coastal Carolina CC	3,319	632	175	4,126	3,376
College of The Albemarle	2,016	401	70	2,487	1,737
Craven CC	2,301	682	87	3,070	2,320
Davidson-Davie CC	3,109	438	301	3,848	3,098
Durham TCC	3,938	781	159	4,878	4,128
Edgecombe CC	1,359	382	58	1,799	1,049
Fayetteville TCC	8,825	3,512	437	12,774	12,024
Forsyth TCC	6,489	674	158	7,321	6,571
Gaston College	4,062	355	149	4,566	3,816
Guilford TCC	8,637	1,143	682	10,462	9,712
Halifax CC	769	214	31	1,014	264
Haywood CC	1,150	253	16	1,419	669
Isothermal CC	1,757	198	61	2,016	1,266
James Sprunt CC	1,142	433	34	1,609	859
Johnston CC	3,358	640	86	4,084	3,334
Lenoir CC	2,075	1,642	202	3,919	3,169
Martin CC	632	147	35	814	64
Mayland CC	654	217	56	927	177
McDowell TCC	955	277	93	1,325	575
Mitchell CC	2,265	414	114	2,793	2,043
Montgomery CC	724	204	21	949	199
Nash CC	2,148	481	37	2,666	1,916
Pamlico CC	310	207	25	542	0
Piedmont CC	974	385	15	1,374	624
Pitt CC	6,362	621	189	7,172	6,422
Randolph CC	2,005	454	180	2,639	1,889
Richmond CC	1,823	618	137	2,578	1,828
Roanoke-Chowan CC	475	217	25	717	0
Robeson CC	1,763	1,186	301	3,250	2,500
Rockingham CC	1,362	285	54	1,701	951
Rowan-Cabarrus CC	4,993	1,382	194	6,569	5,819
Sampson CC	1,558	367	153	2,078	1,328
Sandhills CC	3,239	485	147	3,871	3,121
South Piedmont CC	2,099	693	212	3,004	2,254
Southeastern CC	1,109	482	163	1,754	1,004
Southwestern CC	1,933	501	40	2,474	1,724
Stanly CC	1,831	698	104	2,633	1,883
Surry CC	2,388	505	105	2,998	2,248
Tri-County CC	920	192	33	1,145	395
Vance-Granville CC	2,235	465	85	2,785	2,035
Wake TCC	17,629	2,416	1,123	21,168	20,418
Wayne CC	2,589	426	160	3,175	2,425
Western Piedmont CC	1,566	222	84	1,872	1,122
Wilkes CC	2,022	490	113	2,625	1,875
Wilson CC	1,389	307	53	1,749	999
TOTAL	**174,580**	**36,101**	**9,707**	**220,388**	**177,129**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
2022-23 BUDGET FTE BY TIER

Attachment FC 01

	Curriculum BFTE				Continuing Education BFTE					Basic Skills BFTE	
College	**Tier 1A**	**Tier 1B**	**Tier 2**	**Subtotal**	**Tier 1A**	**Tier 1B**	**Tier 2**	**Tier 3**	**Subtotal**	**Tier 3**	**Total**
Alamance CC	511.6	786.1	1,973.2	3,271.0	6.5	23.2	290.9	308.4	629.0	299.0	4,199.0
Asheville-Buncombe TCC	1,103.1	1,383.4	2,456.6	4,943.0	4.6	87.0	221.9	316.5	630.0	284.0	5,857.0
Beaufort County CC	195.9	305.1	870.0	1,371.0	47.3	17.5	175.8	126.4	367.0	82.0	1,820.0
Bladen CC	249.9	242.6	584.5	1,077.0	0.0	48.9	112.1	70.0	231.0	43.0	1,351.0
Blue Ridge CC	351.4	536.8	1,211.8	2,100.0	0.0	38.2	227.5	249.4	515.0	85.0	2,700.0
Brunswick CC	138.7	406.0	838.3	1,383.0	9.4	64.4	129.8	215.5	419.0	190.0	1,992.0
Caldwell CC and TI	579.4	840.4	1,642.2	3,062.0	277.4	94.2	282.4	123.9	778.0	80.0	3,920.0
Cape Fear CC	1,210.7	1,909.8	4,311.5	7,432.0	322.7	141.8	319.5	338.0	1,122.0	230.0	8,784.0
Carteret CC	241.3	386.1	822.6	1,450.0	32.9	52.0	128.9	159.2	373.0	90.0	1,913.0
Catawba Valley CC	677.2	807.0	2,075.9	3,560.0	15.4	22.2	492.4	251.0	781.0	140.0	4,481.0
Central Carolina CC	703.1	936.4	2,477.5	4,117.0	40.6	45.0	350.9	306.6	743.0	395.0	5,255.0
Central Piedmont CC	1,499.5	4,332.2	8,478.3	14,310.0	76.4	71.9	317.0	570.7	1,036.0	994.0	16,340.0
Cleveland CC	332.6	588.5	1,324.9	2,246.0	72.7	147.3	295.8	237.1	753.0	38.0	3,037.0
Coastal Carolina CC	444.3	807.2	2,067.6	3,319.0	99.0	48.6	289.9	194.5	632.0	175.0	4,126.0
College of the Albemarle	310.6	551.3	1,154.1	2,016.0	25.5	4.4	224.8	146.3	401.0	70.0	2,487.0
Craven CC	510.2	548.0	1,242.8	2,301.0	65.8	153.1	262.0	201.1	682.0	87.0	3,070.0
Davidson-Davie CC	568.9	901.6	1,638.5	3,109.0	2.8	46.0	180.5	208.8	438.0	301.0	3,848.0
Durham TCC	564.5	1,358.2	2,015.4	3,938.0	69.7	40.8	370.1	300.3	781.0	159.0	4,878.0
Edgecombe CC	315.6	301.8	741.6	1,359.0	2.7	24.1	249.8	105.4	382.0	58.0	1,799.0
Fayetteville TCC	1,392.3	2,088.7	5,344.0	8,825.0	79.6	336.8	2,697.7	397.8	3,512.0	437.0	12,774.0
Forsyth TCC	1,344.4	1,621.7	3,522.9	6,489.0	44.0	60.5	272.8	296.7	674.0	158.0	7,321.0
Gaston College	505.0	1,141.4	2,415.6	4,062.0	21.0	3.1	128.9	202.0	355.0	149.0	4,566.0
Guilford TCC	1,410.8	1,926.6	5,299.5	8,637.0	180.4	52.9	460.0	449.7	1,143.0	682.0	10,462.0
Halifax CC	227.7	136.2	405.1	769.0	5.3	16.3	62.1	130.3	214.0	31.0	1,014.0
Haywood CC	193.3	220.0	736.8	1,150.0	0.0	18.2	134.2	100.6	253.0	16.0	1,419.0
Isothermal CC	335.7	320.6	1,100.7	1,757.0	5.3	3.7	128.1	60.9	198.0	61.0	2,016.0
James Sprunt CC	209.0	205.9	727.1	1,142.0	50.7	5.2	292.4	84.7	433.0	34.0	1,609.0
Johnston CC	698.2	945.5	1,714.3	3,358.0	36.3	15.3	404.2	184.2	640.0	86.0	4,084.0
Lenoir CC	336.0	549.5	1,189.4	2,075.0	10.0	159.6	1,085.5	386.9	1,642.0	202.0	3,919.0
Martin CC	148.0	109.9	374.1	632.0	10.9	10.6	77.4	48.1	147.0	35.0	814.0
Mayland CC	167.6	152.2	334.2	654.0	0.0	20.1	93.1	103.8	217.0	56.0	927.0
McDowell TCC	213.2	190.0	551.7	955.0	0.0	0.8	125.8	150.4	277.0	93.0	1,325.0
Mitchell CC	202.3	625.9	1,436.8	2,265.0	0.0	25.7	262.7	125.6	414.0	114.0	2,793.0
Montgomery CC	149.7	258.7	315.6	724.0	0.0	24.2	74.2	105.6	204.0	21.0	949.0
Nash CC	427.8	558.2	1,162.0	2,148.0	25.7	21.0	248.4	185.9	481.0	37.0	2,666.0
Pamlico CC	23.2	104.1	182.7	310.0	0.0	35.1	53.8	118.1	207.0	25.0	542.0
Piedmont CC	179.0	285.4	509.6	974.0	8.3	25.3	255.0	96.4	385.0	15.0	1,374.0
Pitt CC	1,526.2	1,421.9	3,413.9	6,362.0	24.4	9.4	333.4	253.8	621.0	189.0	7,172.0
Randolph CC	359.8	339.8	1,305.4	2,005.0	0.0	31.6	221.1	201.4	454.0	180.0	2,639.0
Richmond CC	407.5	471.0	944.6	1,823.0	82.4	92.8	146.0	296.9	618.0	137.0	2,578.0
Roanoke Chowan CC	71.8	100.7	302.5	475.0	28.8	5.9	127.7	54.6	217.0	25.0	717.0
Robeson CC	425.8	441.7	895.5	1,763.0	0.0	116.5	606.7	462.8	1,186.0	301.0	3,250.0
Rockingham CC	311.9	309.2	740.9	1,362.0	0.0	4.0	160.4	120.6	285.0	54.0	1,701.0
Rowan-Cabarrus CC	707.2	1,108.0	3,177.8	4,993.0	19.7	80.1	439.5	842.7	1,382.0	194.0	6,569.0
Sampson CC	249.1	355.7	953.2	1,558.0	124.6	20.8	105.9	115.7	367.0	153.0	2,078.0
Sandhills CC	464.2	775.7	1,999.1	3,239.0	5.8	63.2	264.1	151.9	485.0	147.0	3,871.0
South Piedmont CC	291.3	599.0	1,208.7	2,099.0	2.3	100.8	394.2	195.7	693.0	212.0	3,004.0
Southeastern CC	208.8	263.0	637.2	1,109.0	0.0	44.2	127.3	310.5	482.0	163.0	1,754.0
Southwestern CC	435.6	473.8	1,023.6	1,933.0	0.0	35.0	197.2	268.8	501.0	40.0	2,474.0
Stanly CC	258.3	416.5	1,156.1	1,831.0	24.5	73.2	343.3	257.0	698.0	104.0	2,633.0
Surry CC	455.5	574.7	1,357.8	2,388.0	19.1	36.0	259.8	190.1	505.0	105.0	2,998.0
Tri-County CC	158.8	243.8	517.4	920.0	14.0	4.6	100.5	72.9	192.0	33.0	1,145.0
Vance-Granville CC	385.9	500.1	1,349.0	2,235.0	33.2	8.5	266.2	157.2	465.0	85.0	2,785.0
Wake TCC	1,959.6	5,170.6	10,498.9	17,629.0	50.9	309.1	894.4	1,161.7	2,416.0	1,123.0	21,168.0
Wayne CC	574.0	646.4	1,368.6	2,589.0	22.0	17.5	247.6	138.9	426.0	160.0	3,175.0
Western Piedmont CC	200.7	401.9	963.4	1,566.0	0.0	13.5	78.5	130.0	222.0	84.0	1,872.0
Wilkes CC	485.8	498.8	1,037.5	2,022.0	11.1	41.7	281.0	156.2	490.0	113.0	2,625.0
Wilson CC	266.6	301.4	821.0	1,389.0	9.2	3.3	134.8	159.7	307.0	53.0	1,749.0
Total FTE	**28,876.0**	**44,782.4**	**100,921.6**	**174,580.0**	**2,121.0**	**3,116.5**	**17,508.0**	**13,355.5**	**36,101.0**	**9,707.0**	**220,388.0**
	17%	**26%**	**58%**		**6%**	**9%**	**48%**	**37%**			

SBCC
08/19/2022
Version 1.0

1. Curriculum Instruction

Purpose: A total of $742,996,912 is allocated for curriculum instruction, including instructional salaries, fringe benefits, and other costs, such as supplies, materials, and faculty travel.

Allocation Method: Curriculum budget FTE equals the average curriculum FTE enrollment of the past two years or the latest year, whichever is greater, excluding any self-supporting FTE.

A college's curriculum budget FTE is categorized into three funding tiers based on the proportion of the college's actual FTE in each tier. Tier 1A includes curriculum budget FTE in health care and technical education courses aligned to priority occupations that have documented skills gaps and pay higher wages. Tier 1B includes FTE in other high-cost health care, technical education, lab-based science, and college-level math courses. Tier 2 includes FTE in all other curriculum courses. (See Appendix D for more information about tier designations.) System-wide 17% of curriculum FTE are in Tier 1A, 26% in Tier 1B, and 58% are in Tier 2.

Each college receives a base curriculum allocation of $491,475 which represents funding for six instructional units (or the equivalent of six full-time faculty members). In addition to this base, a college is allocated $4,889.65 for each BFTE in Tier 1A, $4,325.46 in Tier 1B, and $3,761.27 for each BFTE in Tier 2. These tier values have been adjusted from FY 2021-22 levels to account for the compensation increase and changes in employer contribution rates for retirement and state health insurance.[4]

Fiscal Management: These funds are budgeted and expended through the following codes:

- Purpose codes: 220
- Vocational code: 97, 20, 50(per E1, page 11)

[4] Session Law 2021-180 and Session Law 2022-74.

Community College	CU Base $491,475	Tier 1A $4,889.65	Tier 1B $4,325.46	Tier 2 $3,761.27	CU TOTAL
Alamance CC	$491,475	$2,501,735	$3,400,300	$7,421,919	$13,815,429
Asheville-Buncombe TCC	491,475	5,393,537	5,983,801	9,239,776	21,108,589
Beaufort County CC	491,475	957,952	1,319,553	3,272,377	6,041,357
Bladen CC	491,475	1,221,924	1,049,357	2,198,462	4,961,218
Blue Ridge CC	491,475	1,718,061	2,321,917	4,558,023	9,089,476
Brunswick CC	491,475	678,049	1,756,161	3,153,164	6,078,849
Caldwell CC and TI	491,475	2,833,111	3,634,932	6,176,881	13,136,399
Cape Fear CC	491,475	5,919,831	8,260,851	16,216,693	30,888,850
Carteret CC	491,475	1,179,873	1,670,060	3,094,021	6,435,429
Catawba Valley CC	491,475	3,311,259	3,490,433	7,807,839	15,101,006
Central Carolina CC	491,475	3,437,852	4,050,319	9,318,630	17,298,276
Central Piedmont CC	491,475	7,331,935	18,738,783	31,889,227	58,451,420
Cleveland CC	491,475	1,626,298	2,545,533	4,983,307	9,646,613
Coastal Carolina CC	491,475	2,172,368	3,491,385	7,776,616	13,931,844
College of the Albemarle	491,475	1,518,570	2,384,613	4,341,013	8,735,671
Craven CC	491,475	2,494,735	2,370,499	4,674,351	10,031,060
Davidson-Davie CC	491,475	2,781,874	3,899,642	6,162,891	13,335,882
Durham TCC	491,475	2,760,008	5,874,771	7,580,300	16,706,554
Edgecombe CC	491,475	1,543,139	1,305,375	2,789,427	6,129,416
Fayetteville TCC	491,475	6,807,649	9,034,563	20,100,411	36,434,098
Forsyth TCC	491,475	6,573,747	7,014,707	13,250,406	27,330,335
Gaston College	491,475	2,469,425	4,936,987	9,085,688	16,983,575
Guilford TCC	491,475	6,898,445	8,333,645	19,932,943	35,656,508
Halifax CC	491,475	1,113,139	589,177	1,523,828	3,717,619
Haywood CC	491,475	945,006	951,415	2,771,215	5,159,111
Isothermal CC	491,475	1,641,470	1,386,938	4,139,849	7,659,732
James Sprunt CC	491,475	1,021,937	890,612	2,734,819	5,138,843
Johnston CC	491,475	3,414,077	4,089,615	6,447,943	14,443,110
Lenoir CC	491,475	1,643,146	2,377,006	4,473,714	8,985,341
Martin CC	491,475	723,835	475,343	1,406,984	3,097,637
Mayland CC	491,475	819,527	658,447	1,256,902	3,226,351
McDowell TCC	491,475	1,042,578	822,014	2,075,235	4,431,302
Mitchell CC	491,475	989,028	2,707,414	5,404,213	9,592,130
Montgomery CC	491,475	732,065	1,118,811	1,187,153	3,529,504
Nash CC	491,475	2,091,693	2,414,489	4,370,657	9,368,314
Pamlico CC	491,475	113,538	450,093	687,271	1,742,377
Piedmont CC	491,475	875,419	1,234,297	1,916,775	4,517,966
Pitt CC	491,475	7,462,728	6,150,258	12,840,587	26,945,048
Randolph CC	491,475	1,759,149	1,469,716	4,910,141	8,630,481
Richmond CC	491,475	1,992,320	2,037,247	3,552,722	8,073,764
Roanoke Chowan CC	491,475	351,077	435,574	1,137,784	2,415,910
Robeson CC	491,475	2,081,911	1,910,446	3,368,390	7,852,222
Rockingham CC	491,475	1,524,842	1,337,613	2,786,752	6,140,682
Rowan-Cabarrus CC	491,475	3,457,941	4,792,687	11,952,511	20,694,614
Sampson CC	491,475	1,218,246	1,538,430	3,585,181	6,833,332
Sandhills CC	491,475	2,269,964	3,355,160	7,519,096	13,635,695
South Piedmont CC	491,475	1,424,573	2,590,889	4,546,133	9,053,070
Southeastern CC	491,475	1,021,024	1,137,497	2,396,718	5,046,714
Southwestern CC	491,475	2,129,918	2,049,314	3,850,124	8,520,831
Stanly CC	491,475	1,263,237	1,801,751	4,348,424	7,904,887
Surry CC	491,475	2,227,131	2,485,763	5,107,202	10,311,571
Tri-County CC	491,475	776,392	1,054,433	1,946,246	4,268,546
Vance-Granville CC	491,475	1,886,958	2,163,016	5,074,048	9,615,497
Wake TCC	491,475	9,581,557	22,365,148	39,489,042	71,927,222
Wayne CC	491,475	2,806,632	2,795,947	5,147,721	11,241,775
Western Piedmont CC	491,475	981,174	1,738,601	3,623,573	6,834,823
Wilkes CC	491,475	2,375,156	2,157,387	3,902,256	8,926,274
Wilson CC	491,475	1,303,653	1,303,653	3,087,982	6,186,763
Total	**$28,505,550**	**$141,193,418**	**$193,704,388**	**$379,593,556**	**$742,996,912**

2. Continuing Education Instruction

Purpose: A total of $126,252,231 is allocated for continuing education instruction, including instructional salaries, fringe benefits, and other costs, such as supplies, materials, and faculty travel.

Allocation Method: Continuing Education budget FTE equals the average of the past two years (summer, fall, spring) or the latest year, whichever is greater. A college's continuing education budget FTE is categorized into four funding tiers based on the proportion of the college's actual FTE in each tier. Tier 1A includes FTE in a limited number of continuing education courses that train students for the exact same third-party certification as curriculum courses in Tier 1A. These continuing education courses are aligned to the priority occupations that have documented skills gaps and pay higher wages. Course sections must be scheduled for 96 hours or more and mapped to a third-party credential, certification, or industry-designed curriculum. Tier 1B includes FTE in short-term, workforce continuing education courses that help prepare students for jobs in priority occupations and lead to industry credentials. Course sections must be scheduled for 96 hours or more and mapped to a third-party credential, certification, or industry-designed curriculum. Tier 2 includes FTE in other continuing education courses that are scheduled for 96 hours or more and are mapped to a third-party credential, certification, or industry-designed curriculum (see Appendix D for a list of continuing education courses in Tier 1A, Tier 1B, and Tier 2). Tier 3 includes FTE in all other continuing education courses.

Each college receives a base continuing education allocation of $81,912, which represents funding for one instructional unit (or the equivalent of one full-time faculty member). In addition to this base, a college is allocated $4,889.65 for each BFTE in Tier 1A, $4,325.46 in Tier 1B, $3,761.27 for each BFTE in Tier 2, and $2,380.88 in Tier 3. These tier values have been adjusted from FY 2021-22 levels to account for the compensation increase and changes in employer contribution rates for retirement and state health insurance.[5]

Fiscal Management: These funds are budgeted and expended through the following codes:

- Purpose codes: 310, 311
- Vocational code: 97, 50(per E1, page 11)

[5] Session Law 2021-180 and Session Law 2022-74.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
CONTINUING EDUCATION
FY 2022-23

Attachment FC 01

Community College	CE Base $81,912	Tier 1A $4,889.65	Tier 1B $4,325.46	Tier 2 $3,761.27	Tier 3 $2,380.88	CE TOTAL
Alamance CC	$81,912	$31,793	$100,383	$1,094,125	$734,259	$2,042,472
Asheville-Buncombe TCC	81,912	22,478	376,509	834,472	753,546	2,068,917
Beaufort County CC	81,912	231,407	75,737	661,215	300,869	1,351,140
Bladen CC	81,912	-	211,465	421,693	166,654	881,724
Blue Ridge CC	81,912	-	165,200	855,523	593,676	1,696,311
Brunswick CC	81,912	46,018	278,459	488,043	512,978	1,407,410
Caldwell CC and TI	81,912	1,356,423	407,616	1,062,216	295,105	3,203,272
Cape Fear CC	81,912	1,577,890	613,350	1,201,726	804,737	4,279,615
Carteret CC	81,912	160,783	224,803	484,944	379,071	1,331,513
Catawba Valley CC	81,912	75,359	96,099	1,851,968	597,584	2,702,922
Central Carolina CC	81,912	198,440	194,567	1,319,673	729,921	2,524,513
Central Piedmont CC	81,912	373,605	311,031	1,192,438	1,358,661	3,317,647
Cleveland CC	81,912	355,589	637,328	1,112,530	564,621	2,751,980
Coastal Carolina CC	81,912	483,922	210,151	1,090,423	463,173	2,329,581
College of the Albemarle	81,912	124,531	19,008	845,608	348,365	1,419,424
Craven CC	81,912	321,928	662,184	985,278	478,838	2,530,140
Davidson-Davie CC	81,912	13,682	198,835	678,820	497,025	1,470,274
Durham TCC	81,912	340,940	176,547	1,392,205	715,015	2,706,619
Edgecombe CC	81,912	13,195	104,189	939,450	251,051	1,389,797
Fayetteville TCC	81,912	389,249	1,456,939	10,146,893	947,195	13,022,188
Forsyth TCC	81,912	215,336	261,491	1,026,236	706,322	2,291,297
Gaston College	81,912	102,625	13,401	484,931	480,905	1,163,774
Guilford TCC	81,912	881,939	228,777	1,730,258	1,070,732	3,993,618
Halifax CC	81,912	26,012	70,335	233,696	310,198	722,153
Haywood CC	81,912	-	78,879	504,631	239,514	904,936
Isothermal CC	81,912	25,863	15,972	481,973	144,941	750,661
James Sprunt CC	81,912	248,077	22,508	1,099,805	201,562	1,653,864
Johnston CC	81,912	177,328	66,118	1,520,384	438,623	2,284,365
Lenoir CC	81,912	49,141	690,262	4,082,845	921,097	5,825,257
Martin CC	81,912	53,261	45,819	291,300	114,442	586,734
Mayland CC	81,912	-	87,013	350,226	247,063	766,214
McDowell TCC	81,912	-	3,449	473,135	358,111	916,607
Mitchell CC	81,912	-	111,137	988,223	298,966	1,480,238
Montgomery CC	81,912	-	104,647	278,984	251,502	717,045
Nash CC	81,912	125,638	90,816	934,481	442,514	1,675,361
Pamlico CC	81,912	-	151,758	202,469	281,147	717,286
Piedmont CC	81,912	40,647	109,605	959,114	229,398	1,420,676
Pitt CC	81,912	119,329	40,566	1,253,976	604,328	2,100,111
Randolph CC	81,912	-	136,534	831,453	479,457	1,529,356
Richmond CC	81,912	402,712	401,208	549,255	706,778	2,141,865
Roanoke Chowan CC	81,912	140,592	25,567	480,448	129,998	858,517
Robeson CC	81,912	-	503,746	2,281,945	1,101,976	3,969,579
Rockingham CC	81,912	-	17,290	603,260	287,171	989,633
Rowan-Cabarrus CC	81,912	96,333	346,494	1,653,198	2,006,275	4,184,212
Sampson CC	81,912	609,398	89,847	398,152	275,569	1,454,878
Sandhills CC	81,912	28,372	273,482	993,385	361,567	1,738,718
South Piedmont CC	81,912	11,416	435,998	1,482,536	465,959	2,477,821
Southeastern CC	81,912	-	191,027	478,788	739,364	1,491,091
Southwestern CC	81,912	-	151,331	741,802	639,963	1,615,008
Stanly CC	81,912	119,711	316,829	1,291,071	611,924	2,421,447
Surry CC	81,912	93,411	155,747	976,995	452,695	1,760,760
Tri-County CC	81,912	68,348	19,866	378,169	173,533	721,828
Vance-Granville CC	81,912	162,197	36,735	1,001,141	374,191	1,656,176
Wake TCC	81,912	248,873	1,336,944	3,363,941	2,765,754	7,797,424
Wayne CC	81,912	107,808	75,518	931,361	330,642	1,527,241
Western Piedmont CC	81,912	-	58,473	295,283	309,456	745,124
Wilkes CC	81,912	54,264	180,335	1,057,077	371,818	1,745,406
Wilson CC	81,912	45,058	14,297	507,093	380,131	1,028,491
Total	**$4,750,896**	**$10,370,921**	**$13,480,221**	**$65,852,263**	**$31,797,930**	**$126,252,231**

3. Basic Skills

Purpose: A total of $29,111,200 in state funds is allocated as a state match for Title ll AEFLA grant award to support basic skills (literacy) instruction, which is defined as all course offerings related to Adult Basic Education (ABE), Adult Secondary Education (ASE), and English as a Second Language (ESL).

Per G.S. 115D-31(b1), Basic Skills funds **must** be used only for Basic Skills education programs and may not be transferred to any other area. These funds may be used to hire staff and faculty to manage and implement Basic Skills programs. These funds **may** also be used to hire assessment and retention specialists, staff to support career navigators, digital literacy navigators, advisors, professional development, data specialists, career pathways coordinators, and other positions that support the purpose of this title. These funds **may** also be used to pay for transportation for Basic Skills students and childcare for children of parents attending AELFA programs. Note: HSE Examiners or activities associated with administering HSE exams may not be supported with these funds.

Up to **five percent** of the Basic Skills allocation may be used to procure instructional technology including computers for student use in the college's literacy lab, instructional software and software licenses, scanners for testing, and classroom projection equipment. Other than instructional technology listed above, no other equipment or capital items can be purchased with Basic Skills funds.[6]

If funds are transferred to equipment (purpose code 923), the college must send in a copy of the invoice when the funds are expended.

Allocation Method: Basic Skills budget FTE equals the average of the past two years (summer, fall, spring) or the latest year, whichever is greater.

A college's Basic Skills allocation is determined by the sum of the following components:

- **FTE allocation:** Basic Skills FTE are funded at the Tier 3 rate. A college is allocated $2,380.88 for each BFTE in Tier 3. The FTE allocation is supported by State funds. Tier 3 values have been adjusted from FY 2021-22 levels to account for changes in the compensation increase and employer contribution rates for retirement and state health insurance.[7]

- **State Performance-Based Basic Skills Funding allocation:** In FY 2022-23, $6,000,000 is allocated based on college performance on one measure:

    - **Progress of Basic Skills Students as Defined by Educational Functioning Level** - $6,000,000 is allocated for this measure through the "Quality" and "Impact" components of the PBF model.

[6] Session Law 2009-451 (Section 8.2).
[7] Session Law 2021-180 and Session Law 2022-74.

Basic Skills Plus: Section 10.3 of S.L. 2013-360 allows colleges to accelerate credential attainment and facilitate transition to post-secondary training for current literacy students, not enrolled in secondary school, who are concurrently enrolled in courses providing employability skills, job-specific, occupational, technical skills, or developmental education instruction.

Fiscal Management: These funds are budgeted and expended through the following codes:

- Purpose codes: current – 320 (Basic Skills Plus – approved colleges only), 321, 322, 323, 325; capitalized equipment – 923 (instructional technology only)
- Vocational code: 97, 50(per E1, page 11)

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NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
BASIC SKILLS STATE ALLOTMENT
FY 2022-23

Attachment FC 01

Community College	2022-23 BFTE	State FTE Allocation	Basic Skills Performance-Based Funding: Student Progress Quality	Basic Skills Performance-Based Funding: Student Progress Impact	Basic Skills Performance-Based Funding: Total Performance Based	Total State Basic Skills
		$2,380.88				
Alamance CC	299	$711,883	$161,565	$71,147	$232,712	$944,595
Asheville-Buncombe TCC	284	676,170	90,611	45,181	135,792	811,962
Beaufort County CC	82	195,232	19,120	10,559	29,679	224,911
Bladen CC	43	102,378	23,495	10,906	34,401	136,779
Blue Ridge CC	85	202,375	48,474	22,677	71,151	273,526
Brunswick CC	190	452,367	60,266	25,447	85,713	538,080
Caldwell CC & TI	80	190,470	50,268	23,196	73,464	263,934
Cape Fear CC	230	547,602	136,271	63,357	199,628	747,230
Carteret CC	90	214,279	37,590	16,964	54,554	268,833
Catawba Valley CC	140	333,323	60,777	31,332	92,109	425,432
Central Carolina CC	395	940,448	121,440	58,164	179,604	1,120,052
Central Piedmont CC	994	2,366,595	247,951	133,638	381,589	2,748,184
Cleveland CC	38	90,473	21,873	9,002	30,875	121,348
Coastal Carolina CC	175	416,654	188,014	78,763	266,777	683,431
College of The Albemarle	70	166,662	19,079	9,694	28,773	195,435
Craven CC	87	207,137	50,544	22,677	73,221	280,358
Davidson-Davie CC	301	716,645	162,094	73,570	235,664	952,309
Durham TCC	159	378,560	10,196	20,600	30,796	409,356
Edgecombe CC	58	138,091	76,396	31,332	107,728	245,819
Fayetteville TCC	437	1,040,445	270,442	131,388	401,830	1,442,275
Forsyth TCC	158	376,179	39,679	26,139	65,818	441,997
Gaston College	149	354,751	47,412	27,178	74,590	429,341
Guilford TCC	682	1,623,760	156,596	81,706	238,302	1,862,062
Halifax CC	31	73,807	7,389	4,847	12,236	86,043
Haywood CC	16	38,094	31,999	13,848	45,847	83,941
Isothermal CC	61	145,234	17,011	10,213	27,224	172,458
James Sprunt CC	34	80,950	893	3,981	4,874	85,824
Johnston CC	86	204,756	45,864	23,716	69,580	274,336
Lenoir CC	202	480,938	105,331	46,739	152,070	633,008
Martin CC	35	83,331	5,806	5,193	10,999	94,330
Mayland CC	56	133,329	22,862	10,213	33,075	166,404
McDowell TCC	93	221,422	27,436	13,848	41,284	262,706
Mitchell CC	114	271,420	72,029	32,198	104,227	375,647
Montgomery CC	21	49,998	5,860	4,674	10,534	60,532
Nash CC	37	88,093	17,454	8,655	26,109	114,202
Pamlico CC	25	59,522	3,250	2,250	5,500	65,022
Piedmont CC	15	35,713	2,681	3,808	6,489	42,202
Pitt CC	189	449,986	89,464	39,814	129,278	579,264
Randolph CC	180	428,558	77,608	35,487	113,095	541,653
Richmond CC	137	326,181	32,363	21,465	53,828	380,009
Roanoke-Chowan CC	25	59,522	2,859	2,077	4,936	64,458
Robeson CC	301	716,645	54,449	29,774	84,223	800,868
Rockingham CC	54	128,568	27,951	15,060	43,011	171,579
Rowan-Cabarrus CC	194	461,891	72,522	33,929	106,451	568,342
Sampson CC	153	364,275	121,598	52,624	174,222	538,497
Sandhills CC	147	349,989	52,174	25,966	78,140	428,129
South Piedmont CC	212	504,747	101,707	46,566	148,273	653,020
Southeastern CC	163	388,083	36,947	22,331	59,278	447,361
Southwestern CC	40	95,235	12,505	7,617	20,122	115,357
Stanly CC	104	247,612	44,367	23,196	67,563	315,175
Surry CC	105	249,992	49,881	22,504	72,385	322,377
Tri-County CC	33	78,569	30,921	14,195	45,116	123,685
Vance-Granville CC	85	202,375	29,960	14,541	44,501	246,876
Wake TCC	1,123	2,673,728	525,741	243,907	769,648	3,443,376
Wayne CC	160	380,941	83,127	41,026	124,153	505,094
Western Piedmont CC	84	199,994	51,472	23,369	74,841	274,835
Wilkes CC	113	269,039	56,888	25,620	82,508	351,547
Wilson CC	53	126,184	18,532	11,078	29,610	155,794
TOTAL	**9,707**	**$23,111,200**	**$4,039,054**	**$1,960,946**	**$6,000,000**	**$29,111,200**

4. Institutional & Academic Support

Purpose: A total of $528,136,079 is allocated to support salaries, fringe benefits, and other costs related to the management and administration of the entire institution, student support, and academic program support.

Allocation Method: A college's institutional and academic support allocation is determined by the sum of the following components:

- **President's Allotment:** Each college receives an allocation to support the salary and related fringe benefits for the college president.
- **Base Allotment:** In addition, each college receives $2,734,284. This amount is based on an amount for other costs and support for 30 positions:
    - Nine administrative positions (4.0 senior administrators, 1.0 general institution, 1.0 technical/paraprofessional, and 3.0 clerical); and
    - Twenty-one instructional support positions (2.0 supervisors of programs, 7.0 student support services, 4.0 general institution, 4.0 technical/ paraprofessional, and 4.0 clerical).
- **Multi-Campus Base Allotment:** MCCs are categorized into two levels based on the number of FTE, excluding online FTE, served at that location (higher of prior year's FTE or the average of the prior two years' FTE)[8]:
    - **Level 1 MCC:** An approved MCC location that serves equal to or less than 1200 FTE. A college receives $637,951 for each Level 1 MCC. This amount is based on an amount for other costs and support for 7.5 positions.
    - **Level 2 MCC:** An approved MCC location that serves more than 1200 FTE. A college receives $1,066,851 for each Level 2 MCC. This amount is based on an amount for other costs and support for 12 positions.
- **Enrollment Allotment:** Colleges receive an additional $1,853 for each allotted budget FTE in excess of 750 FTE.

These formula values have been adjusted from FY 2021-22 levels to account for the compensation increase and changes in employer contribution rates for retirement and state health insurance.[9]

Fiscal Management: These funds are budgeted and expended through the following codes:

- Purpose codes: 1XX, 311, 410, 421, 422, 430, 510
- Vocational code: 97, 50(per E1, page 11)

[8] Per numbered memo CC22-020, due to the coronavirus pandemic, the State Board of Community Colleges temporarily waived the MCC minimum budget FTE requirement. MCCs will remain at the same level as in FY 2019-20.
[9] Session Law 2021-180 and Session Law 2022-74.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
INSTITUTIONAL AND ACADEMIC SUPPORT
FY 2022-23

Community College	Presidents'	Base	Enrollment	Multi-Campus	Total
Alamance CC	$219,118	$2,734,284	$6,390,997	-	$9,344,399
Asheville-Buncombe TCC	232,826	2,734,284	9,463,271	637,951	13,068,332
Beaufort County CC	206,300	2,734,284	1,982,710	-	4,923,294
Bladen CC	206,300	2,734,284	1,113,653	-	4,054,237
Blue Ridge CC	219,118	2,734,284	3,613,350	637,951	7,204,703
Brunswick CC	206,300	2,734,284	2,301,426	-	5,242,010
Caldwell CC and TI	219,118	2,734,284	5,874,010	637,951	9,465,363
Cape Fear CC	232,826	2,734,284	14,887,002	1,066,851	18,920,963
Carteret CC	206,300	2,734,284	2,155,039	-	5,095,623
Catawba Valley CC	219,118	2,734,284	6,913,543	-	9,866,945
Central Carolina CC	219,118	2,734,284	8,347,765	1,275,902	12,577,069
Central Piedmont CC	232,826	2,734,284	28,888,270	3,618,655	35,474,035
Cleveland CC	219,118	2,734,284	4,237,811	-	7,191,213
Coastal Carolina CC	219,118	2,734,284	6,255,728	-	9,209,130
College of The Albemarle	219,118	2,734,284	3,218,661	637,951	6,810,014
Craven CC	219,118	2,734,284	4,298,960	637,951	7,890,313
Davidson-Davie CC	219,118	2,734,284	5,740,594	637,951	9,331,947
Durham TCC	219,118	2,734,284	7,649,184	637,951	11,240,537
Edgecombe CC	206,300	2,734,284	1,943,797	637,951	5,522,332
Fayetteville TCC	232,826	2,734,284	22,280,472	637,951	25,885,533
Forsyth TCC	232,826	2,734,284	12,176,063	637,951	15,781,124
Gaston College	219,118	2,734,284	7,071,048	1,275,902	11,300,352
Guilford TCC	232,826	2,734,284	17,996,336	2,342,753	23,306,199
Halifax CC	206,300	2,734,284	489,192	-	3,429,776
Haywood CC	206,300	2,734,284	1,239,657	-	4,180,241
Isothermal CC	206,300	2,734,284	2,345,898	-	5,286,482
James Sprunt CC	206,300	2,734,284	1,591,727	-	4,532,311
Johnston CC	219,118	2,734,284	6,177,902	-	9,131,304
Lenoir CC	219,118	2,734,284	5,872,157	-	8,825,559
Martin CC	206,300	2,734,284	118,592	-	3,059,176
Mayland CC	206,300	2,734,284	327,981	-	3,268,565
McDowell TCC	206,300	2,734,284	1,065,475	-	4,006,059
Mitchell CC	219,118	2,734,284	3,785,679	637,951	7,377,032
Montgomery CC	206,300	2,734,284	368,747	-	3,309,331
Nash CC	219,118	2,734,284	3,550,348	-	6,503,750
Pamlico CC	206,300	2,734,284	-	-	2,940,584
Piedmont CC	206,300	2,734,284	1,156,272	637,951	4,734,807
Pitt CC	232,826	2,734,284	11,899,966	-	14,867,076
Randolph CC	219,118	2,734,284	3,500,317	-	6,453,719
Richmond CC	219,118	2,734,284	3,387,284	637,951	6,978,637
Roanoke-Chowan CC	206,300	2,734,284	-	-	2,940,584
Robeson CC	219,118	2,734,284	4,632,500	-	7,585,902
Rockingham CC	206,300	2,734,284	1,762,203	-	4,702,787
Rowan-Cabarrus CC	259,953	2,734,284	10,782,607	2,342,753	16,119,597
Sampson CC	206,300	2,734,284	2,460,784	-	5,401,368
Sandhills CC	239,950	2,734,284	5,783,213	-	8,757,447
South Piedmont CC	219,118	2,734,284	4,176,662	637,951	7,768,015
Southeastern CC	206,300	2,734,284	1,860,412	-	4,800,996
Southwestern CC	219,118	2,734,284	3,194,572	637,951	6,785,925
Stanly CC	219,118	2,734,284	3,489,199	637,951	7,080,552
Surry CC	219,118	2,734,284	4,165,544	637,951	7,756,897
Tri-County CC	206,300	2,734,284	731,935	-	3,672,519
Vance-Granville CC	219,118	2,734,284	3,770,855	1,275,902	8,000,159
Wake TCC	232,826	2,734,284	37,834,554	4,047,555	44,849,219
Wayne CC	219,118	2,734,284	4,493,525	-	7,446,927
Western Piedmont CC	206,300	2,734,284	2,079,066	-	5,019,650
Wilkes CC	219,118	2,734,284	3,474,375	637,951	7,065,728
Wilson CC	206,300	2,734,284	1,851,147	-	4,791,731
Total	**$12,598,179**	**$158,588,472**	**$328,220,037**	**$28,729,391**	**$528,136,079**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Multi-Campus Allotment
FY 2022-23

Attachment FC 01

Community College	Campus	Campus Allotment	Total Allotment
Asheville-Buncombe TCC	Woodfin Campus	$637,951	$637,951
Blue Ridge CC	Transylvania Campus	637,951	637,951
Caldwell CC	Watauga Cty. Campus	637,951	637,951
Cape Fear CC	North Campus	1,066,851	1,066,851
Central Carolina CC	Chatham Cty. Campus	637,951	
	Harnett Cty. Campus	637,951	1,275,902
Central Piedmont CC	North Campus	637,951	
	Levine Campus	1,066,851	
	Harper Campus	637,951	
	Harris Campus	637,951	
	Cato Campus	637,951	3,618,655
College of The Albemarle	Dare Cty. Campus	637,951	637,951
Craven CC	Havelock Campus	637,951	637,951
Davidson-Davie CC	Davie Campus	637,951	637,951
Durham TCC	Orange County Center	637,951	637,951
Edgecombe CC	Rocky Mount Campus	637,951	637,951
Fayetteville TCC	Spring Lake Campus	637,951	637,951
Forsyth TCC	Transportation Campus	637,951	637,951
Gaston College	Lincoln Cty. Campus	637,951	
	Kimbrell Campus	637,951	1,275,902
Guilford TCC	Greensboro Campus	1,066,851	
	High Point Campus	637,951	
	Aviation Campus	637,951	2,342,753
Mitchell CC	Mooresville Campus	637,951	637,951
Piedmont CC	Caswell Campus	637,951	637,951
Richmond CC	Scotland Cty. Campus	637,951	637,951
Rowan-Cabarrus CC	Cabarrus Cty. Campus	1,066,851	
	College Station	637,951	
	Hwy 29 Campus	637,951	2,342,753
South Piedmont CC	West Campus	637,951	637,951
Southwestern CC	Macon Cty. Campus	637,951	637,951
Stanly CC	Western Stanly Campus	637,951	637,951
Surry CC	Yadkin Multicampus Center	637,951	637,951
Vance-Granville CC	Franklin Cty. Campus	637,951	
	Granville Cty. Campus	637,951	1,275,902
Wake TCC	Health Sciences Campus	1,066,851	
	Northeast Campus	1,066,851	
	West Campus	637,951	
	Public Safety Education Campus	637,951	
	RTP Campus	637,951	4,047,555
Wilkes CC	Ashe Cty. Campus	637,951	637,951
TOTAL		**$28,729,391**	**$28,729,391**

Note: Per numbered memo CC22-020, due to the coronavirus pandemic, the State Board of Community Colleges temporarily waived the MCC minimum budget FTE requirement. MCCs will remain at the same level as in FY 2019-20.

5. Performance-Based Funding Allocations

Purpose: G.S. 115D-31.3 directs the State Board to implement a system of accountability measures and performance standards for community colleges and to allocate funds based on an evaluation of each institution's performance. Furthermore, the General Assembly directed the State Board to allocate $24 million beginning in FY 2014-15 based on college performance: $18 million is allocated in this section and $6 million is allocated as part of the Basic Skills allocation.

Allocation Method: This component is based on college performance on six performance measures: 1) success rate in college-level English courses, 2) success rate in college-level Math courses, 3) first-year curriculum student progression, 4) curriculum student completion, 5) licensure and certification passing rate, and 6) performance of students who transfer to a four-year institution. In addition, a portion of the Basic Skills allocation is allocated based on college performance on the remaining performance measure: 7) progress of basic skills students.

For each measure, colleges are allocated $3 million (measures 1-6) and $6 million (measure 7) through two components:

- **Quality:** Program quality is evaluated by determining a college's rate of student success on each measure as compared to a system-wide performance baseline level and excellence level.
    - If a college does not meet the baseline level, it receives no performance-based funding through the quality component for that measure;
    - If a college exceeds the baseline level, but does not meet the excellence level, it receives a portion of the performance-based funding for which it would be eligible;
    - If a college meets the excellence level, it receives 100% of the performance-based funding for which it would be eligible; and,
    - If a college exceeds the excellence level, it would receive more than 100% of the performance-based funding for which it would be eligible.
- **Impact** (Funds not allocated through Quality are allocated to Impact): Program impact on student outcomes is evaluated by the number of students succeeding on each measure.

Additional detail on the quality and impact calculations for each measure can be found in Appendix E.

Fiscal Management: These funds may be budgeted and expended flexibly for the same purposes as other instructional and non-instructional formula funds.

- Purpose codes: 1XX, 220, 310, 311, 321, 322, 323, 410, 421, 422, 430, 510
- Vocational code: 97, 20, 50(per E1, page 11)

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

FY 2022-23 PERFORMANCE-BASED FUNDING (excluding Basic Skills PBF)

Attachment FC 01

College	Student Success Rate in College-Level English Courses			Student Success Rate in College-Level Math Courses			First Year Progresssion		
	Quality	Impact	Total PBF$	Quality	Impact	Total PBF$	Quality	Impact	Total PBF$
Alamance CC	45,631	20,898	66,529	49,635	21,453	71,088	8,143	19,136	27,279
Asheville-Buncombe TCC	12,873	18,757	31,630	28,560	20,161	48,721	0	24,858	24,858
Beaufort County CC	10,248	6,423	16,671	18,483	8,312	26,795	20,433	6,752	27,185
Bladen CC	11,167	5,182	16,349	16,268	6,178	22,446	10,075	5,026	15,101
Blue Ridge CC	12,692	9,978	22,670	18,876	10,221	29,097	23,427	13,292	36,719
Brunswick CC	32,825	12,376	45,201	34,965	13,254	48,219	18,210	8,205	26,415
Caldwell CC and TI	29,851	17,943	47,794	51,575	22,239	73,814	19,815	17,652	37,467
Cape Fear CC	70,015	43,423	113,438	104,535	49,533	154,068	90,503	42,601	133,104
Carteret CC	7,574	8,051	15,625	3,716	6,908	10,624	11,447	6,237	17,684
Catawba Valley CC	81,169	32,032	113,201	77,577	32,741	110,318	69,308	24,979	94,287
Central Carolina CC	17,439	16,016	33,455	23,636	16,511	40,147	37,122	26,281	63,403
Central Piedmont CC	244,793	119,648	364,441	231,374	113,668	345,042	206,191	90,409	296,600
Cleveland CC	14,799	9,592	24,391	20,459	10,895	31,354	32,296	11,808	44,104
Coastal Carolina CC	67,512	27,236	94,748	67,696	27,462	95,158	47,386	19,438	66,824
College of The Albemarle	42,855	17,814	60,669	30,312	16,623	46,935	23,839	13,625	37,464
Craven CC	24,598	14,560	39,158	24,575	14,208	38,783	35,973	13,080	49,053
Davidson-Davie CC	49,486	22,653	72,139	51,006	23,587	74,593	47,486	19,832	67,318
Durham TCC	33,565	24,366	57,931	38,537	24,036	62,573	23,110	19,620	42,730
Edgecombe CC	11,155	4,282	15,437	2,989	2,808	5,797	3,130	3,270	6,400
Fayetteville TCC	61,917	44,793	106,710	31,736	35,999	67,735	16,628	37,908	54,536
Forsyth TCC	80,988	41,196	122,184	87,993	41,221	129,214	57,162	33,245	90,407
Gaston College	49,294	28,520	77,814	34,535	24,654	59,189	84,207	31,519	115,726
Guilford TCC	60,895	45,692	106,587	62,999	42,738	105,737	98,327	52,895	151,222
Halifax CC	15,270	7,194	22,464	0	3,370	3,370	14,763	4,935	19,698
Haywood CC	16,502	8,436	24,938	16,550	8,649	25,199	11,359	6,449	17,808
Isothermal CC	15,788	7,237	23,025	6,312	5,616	11,928	28,382	10,627	39,009
James Sprunt CC	14,578	6,680	21,258	17,890	7,694	25,584	19,176	7,115	26,291
Johnston CC	31,266	19,913	51,179	39,926	21,285	61,211	49,931	25,221	75,152
Lenoir CC	21,284	11,434	32,718	30,183	13,310	43,493	2,028	9,447	11,475
Martin CC	6,111	4,882	10,993	10,913	5,953	16,866	4,438	5,026	9,464
Mayland CC	0	1,884	1,884	2,855	2,583	5,438	10,700	5,087	15,787
McDowell TCC	14,644	6,209	20,853	6,300	4,830	11,130	11,332	5,511	16,843
Mitchell CC	24,154	19,399	43,553	21,613	18,308	39,921	51,345	24,828	76,173
Montgomery CC	2,310	2,784	5,094	5,845	3,426	9,271	3,815	2,119	5,934
Nash CC	2,068	11,006	13,074	35,002	15,669	50,671	23,027	12,868	35,895
Pamlico CC	2,832	1,328	4,160	3,044	1,460	4,504	0	1,241	1,241
Piedmont CC	17,021	7,323	24,344	2,931	4,774	7,705	12,348	6,601	18,949
Pitt CC	30,827	25,994	56,821	34,748	24,991	59,739	56,756	25,978	82,734
Randolph CC	35,569	16,787	52,356	24,048	14,714	38,762	10,094	13,141	23,235
Richmond CC	30,283	14,217	44,500	41,500	17,297	58,797	12,238	7,418	19,656
Roanoke-Chowan CC	8,251	2,869	11,120	5,893	2,808	8,701	7,310	2,210	9,520
Robeson CC	8,873	7,623	16,496	14,375	7,862	22,237	10,381	7,993	18,374
Rockingham CC	13,518	9,892	23,410	16,675	10,277	26,952	5,530	9,507	15,037
Rowan-Cabarrus CC	54,959	40,040	94,999	23,166	32,966	56,132	63,567	41,390	104,957
Sampson CC	21,058	9,592	30,650	14,509	8,592	23,101	27,175	9,295	36,470
Sandhills CC	24,658	15,588	40,246	22,397	15,219	37,616	62,568	20,861	83,429
South Piedmont CC	0	13,147	13,147	2,809	13,366	16,175	33,305	22,042	55,347
Southeastern CC	12,660	7,023	19,683	15,252	7,806	23,058	9,933	4,632	14,565
Southwestern CC	23,314	11,519	34,833	26,339	12,804	39,143	14,039	9,356	23,395
Stanly CC	18,698	10,791	29,489	28,719	12,804	41,523	39,146	13,625	52,771
Surry CC	23,428	17,172	40,600	26,428	17,466	43,894	19,571	15,896	35,467
Tri-County CC	18,926	6,937	25,863	9,354	5,616	14,970	17,819	5,722	23,541
Vance-Granville CC	20,109	14,945	35,054	3,629	11,064	14,693	36,120	13,776	49,896
Wake TCC	174,748	108,600	283,348	176,038	105,412	281,450	229,027	99,250	328,277
Wayne CC	47,467	19,998	67,465	30,320	17,297	47,617	29,778	13,686	43,464
Western Piedmont CC	43,818	15,202	59,020	36,825	14,714	51,539	19,335	9,628	28,963
Wilkes CC	31,042	14,988	46,030	43,334	17,690	61,024	14,161	11,203	25,364
Wilson CC	4,222	6,339	10,561	11,722	7,417	19,139	20,090	9,843	29,933
	1,903,597	**1,096,403**	**3,000,000**	**1,919,481**	**1,080,519**	**3,000,000**	**1,964,805**	**1,035,195**	**3,000,000**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

FY 2022-23 PERFORMANCE-BASED FUNDING (excluding Basic Skills PBF)

Attachment FC 01

College	Curriculum Completion			Licensure and Certification Passing Rates			College Transfer Performance			Total*
	Quality	Impact	Total PBF$	Quality	Impact	Total PBF$	Quality	Impact	Total PBF$	PBF $
Alamance CC	1,954	19,630	21,584	42,078	13,971	56,049	44,297	11,798	56,095	**298,624**
Asheville-Buncombe TCC	0	26,452	26,452	128,608	28,969	157,577	64,874	19,068	83,942	**373,180**
Beaufort County CC	9,515	7,892	17,407	15,458	7,494	22,952	15,977	5,774	21,751	**132,761**
Bladen CC	8,223	6,028	14,251	0	5,722	5,722	9,280	3,739	13,019	**86,888**
Blue Ridge CC	24,419	11,977	36,396	47,605	12,677	60,282	25,391	6,564	31,955	**217,119**
Brunswick CC	19,367	9,201	28,568	23,326	8,064	31,390	21,492	6,107	27,599	**207,392**
Caldwell CC and TI	24,116	18,084	42,200	62,091	17,730	79,821	35,714	12,546	48,260	**329,356**
Cape Fear CC	62,871	39,420	102,291	104,731	29,691	134,422	86,937	28,913	115,850	**753,173**
Carteret CC	28,293	11,620	39,913	57,031	12,912	69,943	0	3,573	3,573	**157,362**
Catawba Valley CC	65,439	30,695	96,134	38,491	12,965	51,456	90,147	22,640	112,787	**578,183**
Central Carolina CC	60,101	36,009	96,110	53,147	21,211	74,358	59,152	13,127	72,279	**379,752**
Central Piedmont CC	84,122	94,107	178,229	145,673	33,267	178,940	322,520	72,158	394,678	**1,757,930**
Cleveland CC	38,842	17,211	56,053	40,668	13,188	53,856	21,644	10,469	32,113	**241,871**
Coastal Carolina CC	56,399	21,772	78,171	58,489	17,936	76,425	43,730	13,003	56,733	**468,059**
College of The Albemarle	41,019	18,520	59,539	48,439	13,394	61,833	26,505	9,305	35,810	**302,250**
Craven CC	36,797	15,665	52,462	41,507	13,052	54,559	20,696	10,012	30,708	**264,723**
Davidson-Davie CC	68,182	23,834	92,016	105,707	32,878	138,585	36,567	9,845	46,412	**491,063**
Durham TCC	1,175	18,599	19,774	63,101	16,228	79,329	55,695	16,367	72,062	**334,399**
Edgecombe CC	12,635	7,456	20,091	0	7,713	7,713	12,792	3,988	16,780	**72,218**
Fayetteville TCC	82,143	48,382	130,525	65,590	27,061	92,651	62,945	28,165	91,110	**543,267**
Forsyth TCC	70,781	36,683	107,464	60,845	25,815	86,660	52,744	23,596	76,340	**612,269**
Gaston College	52,963	32,361	85,324	41,706	15,770	57,476	27,494	14,166	41,660	**437,189**
Guilford TCC	68,249	36,009	104,258	72,823	32,612	105,435	62,680	26,130	88,810	**662,049**
Halifax CC	16,477	7,099	23,576	841	5,337	6,178	7,017	2,243	9,260	**84,546**
Haywood CC	26,831	9,240	36,071	14,837	6,272	21,109	6,252	3,365	9,617	**134,742**
Isothermal CC	25,546	10,549	36,095	24,829	7,530	32,359	19,250	6,854	26,104	**168,520**
James Sprunt CC	13,333	7,019	20,352	2,241	4,711	6,952	0	3,282	3,282	**103,719**
Johnston CC	62,912	32,717	95,629	76,453	25,526	101,979	61,909	12,255	74,164	**459,314**
Lenoir CC	14,741	13,959	28,700	51,486	16,413	67,899	29,131	11,009	40,140	**224,425**
Martin CC	9,801	5,235	15,036	3,085	2,376	5,461	8,630	1,745	10,375	**68,195**
Mayland CC	3,299	5,592	8,891	19,219	6,042	25,261	5,194	2,368	7,562	**64,823**
McDowell TCC	7,476	6,068	13,544	18,451	6,737	25,188	2,889	2,783	5,672	**93,230**
Mitchell CC	50,293	25,817	76,110	41,284	15,409	56,693	38,879	10,801	49,680	**342,130**
Montgomery CC	18,369	7,694	26,063	3,098	3,939	7,037	12,417	2,036	14,453	**67,852**
Nash CC	1,986	13,285	15,271	21,761	10,485	32,246	36,902	8,848	45,750	**192,907**
Pamlico CC	5,750	3,371	9,121	1,787	831	2,618	0	955	955	**22,599**
Piedmont CC	0	8,209	8,209	30,915	8,325	39,240	1,324	2,077	3,401	**101,848**
Pitt CC	28,355	30,179	58,534	30,088	16,695	46,783	82,854	31,322	114,176	**418,787**
Randolph CC	23,977	19,393	43,370	15,076	7,960	23,036	22,669	6,231	28,900	**209,659**
Richmond CC	29,253	13,880	43,133	24,852	10,247	35,099	23,785	8,475	32,260	**233,445**
Roanoke-Chowan CC	7,132	3,926	11,058	6,138	3,973	10,111	3,548	1,828	5,376	**55,886**
Robeson CC	11,722	10,311	22,033	31,199	15,668	46,867	8,540	3,822	12,362	**138,369**
Rockingham CC	12,020	10,509	22,529	22,975	8,551	31,526	14,429	5,068	19,497	**138,951**
Rowan-Cabarrus CC	66,813	37,159	103,972	56,933	31,340	88,273	69,897	18,071	87,968	**536,301**
Sampson CC	20,956	9,320	30,276	3,439	7,746	11,185	25,676	6,771	32,447	**164,129**
Sandhills CC	42,480	24,905	67,385	9,696	7,354	17,050	48,441	13,916	62,357	**308,083**
South Piedmont CC	33,887	23,200	57,087	0	9,179	9,179	27,514	6,314	33,828	**184,763**
Southeastern CC	22,818	9,359	32,177	18,291	9,042	27,333	18,420	4,860	23,280	**140,096**
Southwestern CC	15,135	12,571	27,706	21,077	7,554	28,631	3,777	6,896	10,673	**164,381**
Stanly CC	32,205	14,118	46,323	24,143	10,010	34,153	24,742	7,187	31,929	**236,188**
Surry CC	16,583	18,361	34,944	44,213	14,847	59,060	35,662	9,222	44,884	**258,849**
Tri-County CC	2,977	5,790	8,767	16,186	4,471	20,657	11,768	4,902	16,670	**110,468**
Vance-Granville CC	35,098	19,987	55,085	26,802	14,854	41,656	34,905	9,804	44,709	**241,093**
Wake TCC	142,965	97,002	239,967	126,104	38,108	164,212	342,801	74,235	417,036	**1,714,290**
Wayne CC	58,082	19,868	77,950	31,343	11,792	43,135	25,862	9,928	35,790	**315,421**
Western Piedmont CC	21,320	10,033	31,353	32,408	9,073	41,481	25,361	6,896	32,257	**244,613**
Wilkes CC	22,297	17,608	39,905	30,915	11,909	42,824	22,985	7,851	30,836	**245,983**
Wilson CC	16,786	11,780	28,566	4,121	5,974	10,095	7,164	4,860	12,024	**110,318**
	1,837,280	**1,162,720**	**3,000,000**	**2,203,400**	**796,600**	**3,000,000**	**2,309,867**	**690,133**	**3,000,000**	**18,000,000**

*Excludes Basic Skills PBF, which is embedded in Basic Skills State Allotment

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NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FORMULA BUDGET BY COLLEGE
FY 2022-23

Community College	Curriculum	Continuing Education	State Basic Skills	Institutional Support	Performance Based Funding*	Total
Alamance CC	$13,815,429	$2,042,472	$944,595	$9,344,399	$298,624	$26,445,519
Asheville-Buncombe TCC	21,108,589	2,068,917	811,962	13,068,332	373,180	37,430,980
Beaufort County CC	6,041,357	1,351,140	224,911	4,923,294	132,761	12,673,463
Bladen CC	4,961,218	881,724	136,779	4,054,237	86,888	10,120,846
Blue Ridge CC	9,089,476	1,696,311	273,526	7,204,703	217,119	18,481,135
Brunswick CC	6,078,849	1,407,410	538,080	5,242,010	207,392	13,473,741
Caldwell CC & TI	13,136,399	3,203,272	263,934	9,465,363	329,356	26,398,324
Cape Fear CC	30,888,850	4,279,615	747,230	18,920,963	753,173	55,589,831
Carteret CC	6,435,429	1,331,513	268,833	5,095,623	157,362	13,288,760
Catawba Valley CC	15,101,006	2,702,922	425,432	9,866,945	578,183	28,674,488
Central Carolina CC	17,298,276	2,524,513	1,120,052	12,577,069	379,752	33,899,662
Central Piedmont CC	58,451,420	3,317,647	2,748,184	35,474,035	1,757,930	101,749,216
Cleveland CC	9,646,613	2,751,980	121,348	7,191,213	241,871	19,953,025
Coastal Carolina CC	13,931,844	2,329,581	683,431	9,209,130	468,059	26,622,045
College of The Albemarle	8,735,671	1,419,424	195,435	6,810,014	302,250	17,462,794
Craven CC	10,031,060	2,530,140	280,358	7,890,313	264,723	20,996,594
Davidson-Davie CC	13,335,882	1,470,274	952,309	9,331,947	491,063	25,581,475
Durham TCC	16,706,554	2,706,619	409,356	11,240,537	334,399	31,397,465
Edgecombe CC	6,129,416	1,389,797	245,819	5,522,332	72,218	13,359,582
Fayetteville TCC	36,434,098	13,022,188	1,442,275	25,885,533	543,267	77,327,361
Forsyth TCC	27,330,335	2,291,297	441,997	15,781,124	612,269	46,457,022
Gaston College	16,983,575	1,163,774	429,341	11,300,352	437,189	30,314,231
Guilford TCC	35,656,508	3,993,618	1,862,062	23,306,199	662,049	65,480,436
Halifax CC	3,717,619	722,153	86,043	3,429,776	84,546	8,040,137
Haywood CC	5,159,111	904,936	83,941	4,180,241	134,742	10,462,971
Isothermal CC	7,659,732	750,661	172,458	5,286,482	168,520	14,037,853
James Sprunt CC	5,138,843	1,653,864	85,824	4,532,311	103,719	11,514,561
Johnston CC	14,443,110	2,284,365	274,336	9,131,304	459,314	26,592,429
Lenoir CC	8,985,341	5,825,257	633,008	8,825,559	224,425	24,493,590
Martin CC	3,097,637	586,734	94,330	3,059,176	68,195	6,906,072
Mayland CC	3,226,351	766,214	166,404	3,268,565	64,823	7,492,357
McDowell TCC	4,431,302	916,607	262,706	4,006,059	93,230	9,709,904
Mitchell CC	9,592,130	1,480,238	375,647	7,377,032	342,130	19,167,177
Montgomery CC	3,529,504	717,045	60,532	3,309,331	67,852	7,684,264
Nash CC	9,368,314	1,675,361	114,202	6,503,750	192,907	17,854,534
Pamlico CC	1,742,377	717,286	65,022	2,940,584	22,599	5,487,868
Piedmont CC	4,517,966	1,420,676	42,202	4,734,807	101,848	10,817,499
Pitt CC	26,945,048	2,100,111	579,264	14,867,076	418,787	44,910,286
Randolph CC	8,630,481	1,529,356	541,653	6,453,719	209,659	17,364,868
Richmond CC	8,073,764	2,141,865	380,009	6,978,637	233,445	17,807,720
Roanoke-Chowan CC	2,415,910	858,517	64,458	2,940,584	55,886	6,335,355
Robeson CC	7,852,222	3,969,579	800,868	7,585,902	138,369	20,346,940
Rockingham CC	6,140,682	989,633	171,579	4,702,787	138,951	12,143,632
Rowan-Cabarrus CC	20,694,614	4,184,212	568,342	16,119,597	536,301	42,103,066
Sampson CC	6,833,332	1,454,878	538,497	5,401,368	164,129	14,392,204
Sandhills CC	13,635,695	1,738,718	428,129	8,757,447	308,083	24,868,072
South Piedmont CC	9,053,070	2,477,821	653,020	7,768,015	184,763	20,136,689
Southeastern CC	5,046,714	1,491,091	447,361	4,800,996	140,096	11,926,258
Southwestern CC	8,520,831	1,615,008	115,357	6,785,925	164,381	17,201,502
Stanly CC	7,904,887	2,421,447	315,175	7,080,552	236,188	17,958,249
Surry CC	10,311,571	1,760,760	322,377	7,756,897	258,849	20,410,454
Tri-County CC	4,268,546	721,828	123,685	3,672,519	110,468	8,897,046
Vance-Granville CC	9,615,497	1,656,176	246,876	8,000,159	241,093	19,759,801
Wake TCC	71,927,222	7,797,424	3,443,376	44,849,219	1,714,290	129,731,531
Wayne CC	11,241,775	1,527,241	505,094	7,446,927	315,421	21,036,458
Western Piedmont CC	6,834,823	745,124	274,835	5,019,650	244,613	13,119,045
Wilkes CC	8,926,274	1,745,406	351,547	7,065,728	245,983	18,334,938
Wilson CC	6,186,763	1,028,491	155,794	4,791,731	110,318	12,273,097
TOTAL	**$742,996,912**	**$126,252,231**	**$29,111,200**	**$528,136,079**	**$18,000,000**	**$1,444,496,422**

*Excludes Basic Skills PBF, which is included in Basic Skills Allotment

B. Categorical Allocations

1. Career and Technical Education (Federal)

Purpose: Career and Technical Education (CTE) funds are provided through the Carl D. Perkins Career and Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for the 21St Century Act (Perkins V) with the purpose of making the United States more competitive in the world economy by developing more fully the academic knowledge and technical and employability skills of students who enroll in career and technical education programs. This act places emphasis on:

- Promoting programs of studies that integrate rigorous and challenging academic and career technical instruction, and that link secondary to postsecondary education for students who participate in career and technical education programs (Career Pathways).
- Providing professional development for our community college faculty that teach in CTE programs of study with emphasis on expanding the use of technology in the classroom.
- Creating greater accountability by requiring the measurement of student achievement against established core indicators of performance at both state and local levels.
- Encouraging support for the Perkins Ten Special Populations.

The Local Application: Each college completes an application summarizing the comprehensive local needs assessment (CLNA); providing information on CTE programs of study; indicating how career development activities and work with WIOA (Workforce Innovation and Opportunity Act) services will take place; summarizing improvements planned for academic and technical skills of CTE students; serving special populations, infusing work-based learning into CTE programs; partnering with high schools to provide CTE students with postsecondary credit; supporting CTE faculty; and planning continuous program improvement.

The Local Plan: Each college develops a local plan based on the CLNA and Application. The yearly plan includes acceptance of the allocation; agreement of assurances, acknowledgement of the CTE required activities; description of the proposed implementation of the CTE required activities; and acceptance of updated accountability/performance measures.

College Perkins CTE budgets must reflect needs identified in the CLNA, application, and local plan and be approved by System Office CTE program staff. No more than five percent of a college's allocation may be used for Perkins grant administration. The major change in Perkins V is the CLNA, which informs the application and drives the yearly activities and spending.

Allocation Method: The Carl D. Perkins Act requires that at least 85% of available funding be allocated to local community colleges. A total of $13,190,099 is being allotted through the Career and Technical Education program to colleges, with $9,901 being used for WIOA infrastructure costs (see detail below). These funds are allocated based on each college's pro-rata share of Pell Grant recipients pursuing a credential in a

vocational/technical curriculum program in relation to the total number of Pell Grant recipients electing to enroll in CTE programs.

Indirect Cost: Colleges are authorized to earn indirect cost from CTE allotments. Per 34 CFR 76.564, the System Office has applied a restricted indirect cost rate of 8%. However, the Perkins CTE grant has a limitation of 5% administrative expenses. CTE budgets have included an additional budget line item to claim indirect costs. The total administrative budget (direct charges, indirect costs, and infrastructure costs) cannot exceed 5%. Refer to your approved CTE program budget for your college detail administrative breakout.

WIOA Infrastructure Funding Agreements: The Workforce Innovation and Opportunity Act (WIOA) sec. 121(h) requires all required partner programs of the one-stop delivery system to contribute to the infrastructure costs (non-personnel costs necessary for the general operation of the one-stop center, including: rental of facilities; utilities and maintenance; equipment; and technology to facilitate access) of the one-stop delivery system based on proportionate use and relative benefit received. WIOA sec. 121(b)(1)(B) identifies career and technical education programs at the postsecondary level, authorized under the Carl D. Perkins Career and Technical Education Act of 2006, as amended by the Strengthening Career and Technical Education for the 21St Century Act (Perkins V) as one of the required partners. Infrastructure funding agreements (IFAs) must be in place each fiscal year. The State eligible entity, the North Carolina Community College System, serves as the one-stop partner and has initiated negotiations with representatives of the local Workforce Development Boards on behalf of the colleges. As a result of these negotiations, it has been determined that $9,901 of the five percent (5%) allowable for local administration will be remitted to the Department of Commerce, Division of Workforce Solutions, to be allocated to each local Workforce Development Board to meet the required infrastructure contribution for each college. These amounts have been removed from each college CTE allocation as the System Office will remit these funds on behalf of the colleges.

Fiscal Management and Reporting: The Perkins coordinator and business office personnel should work collaboratively to code Perkins related expenses per the college's approved Perkins local plan and budget.

Consortia: Colleges with an allocation of less than $50,000 can form a consortium with a larger college. This is in accordance with Section 132 (c)(1) *Distribution of Funds for Postsecondary Education Programs.* Consortia area for planning and implementation of Perkins V include the entire service area of both colleges recognizing that faculty, students, and employers live in and work in this region and as a consortium each college deliver CTE programs that benefit and service the entire region. It must be remembered that consortium do not directly pass through funds from one college to another. The regions need and gaps are identified during the comprehensive local needs assessment process. All expenditures for the consortia are identified in the application, plan, and budget. The consortium holds quarterly meetings to continuously identify programs and services that are mutually beneficial to the combined service area. Consortium Guidelines have been developed that highlight the processes of consortia, and members enter into a Memorandum of Understanding when forming a consortium.

Perkins funds will be budgeted and expended through the following codes:

- Purpose codes: current - as needed, consistent with the activities in the approved budget and the Accounting Procedures Manual; capitalized equipment– 940, non-capitalized equipment should be coded to a current purpose code.
- The vocational code used for each expenditure should align with the college's approved Perkins local plan. The Perkins Act and EDGAR regulations require all expenditures to be documented in the college's approved local plan and budget or an approved modification to the local plan and budget.
- Equipment: All equipment purchased with Perkins funds must be included in the college's approved local plan and budget or an approved modification to the local plan and budget (EDGAR 200.313).
- Salaries: All positions funded in-full or in-part must receive prior approval and be documented in the college's Perkins local plan and budget. Employees funded in-full or in-part with Perkins funds are required to submit Time & Effort Certification (Edgar 200.430 (h)(8)(i)). Time & Effort procedures and forms can be found online at www.ncperkins.org.
- Postsecondary Programs for Secondary Students: The intent of the Perkins postsecondary allocation is to enhance CTE programs for postsecondary students enrolled at community colleges. College's approved to use funds to provide instruction to secondary students will be required to annually track and report on secondary students enrolled in CTE programs of study and their progress through a Certificate, Diploma, or Degree leading to employment.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
CAREER AND TECHNICAL EDUCATION ALLOTMENTS
FY 2022-23

Attachment FC 01

Community College	Pell Grant Awards	Percent of Pell Grants	CTE Allotment July, Aug, Sept 2022	CTE Allotment Oct 2022- June 2023	Infrastructure Costs^	Total Allotment 2022-23	Admin - 5%	Admin Costs Availalble
			Approx. 30%	Approx. 70%				
Alamance CC	748	1.85%	$73,359	$171,170	($251)	$244,278	$12,226	$11,975
Asheville-Buncombe TCC	998	2.47%	97,877	228,380	(142)	326,115	16,313	16,171
Beaufort County CC	315	0.78%	30,893	72,084	(71)	102,906	5,149	5,078
Bladen CC	275	0.68%	26,970	62,930	(124)	89,776	4,495	4,371
Blue Ridge CC	387	0.96%	37,954	88,560	(88)	126,426	6,326	6,238
Brunswick CC	232	0.57%	22,753	53,090	(25)	75,818	3,792	3,767
Caldwell CC & TI	551	1.36%	54,038	126,089	(187)	179,940	9,006	8,819
Cape Fear CC	1,271	3.15%	124,651	290,852	(120)	415,383	20,775	20,655
Carteret CC*	360	0.89%	43,838	102,290	(85)	146,043	7,306	7,221
Catawba Valley CC	683	1.69%	66,984	156,296	(138)	223,142	11,164	11,026
Central Carolina CC	1,006	2.49%	98,662	230,211	(170)	328,703	16,444	16,274
Central Piedmont CC	2,395	5.93%	234,885	548,066	(319)	782,632	39,148	38,829
Cleveland CC	498	1.23%	48,840	113,961	(138)	162,663	8,140	8,002
Coastal Carolina CC	523	1.30%	51,292	119,682	(184)	170,790	8,549	8,365
College of The Albemarle	296	0.73%	29,030	67,736	(166)	96,600	4,838	4,672
Craven CC	514	1.27%	50,410	117,622	(103)	167,929	8,402	8,299
Davidson-Davie CC	763	1.89%	74,830	174,603	(329)	249,104	12,472	12,143
Durham TCC	682	1.69%	66,886	156,067	(237)	222,716	11,148	10,911
Edgecombe CC	540	1.34%	52,960	123,572	(157)	176,375	8,827	8,670
Fayetteville TCC	2,717	6.73%	266,465	621,751	(673)	887,543	44,411	43,738
Forsyth TCC	1,807	4.48%	177,218	413,509	(563)	590,164	29,536	28,973
Gaston College	858	2.12%	84,147	196,343	(134)	280,356	14,025	13,891
Guilford TCC	2,544	6.30%	249,498	582,163	(665)	830,996	41,583	40,918
Halifax CC	215	0.53%	21,086	49,200	(88)	70,198	3,514	3,426
Haywood CC	370	0.92%	36,287	84,670	(64)	120,893	6,048	5,984
Isothermal CC	522	1.29%	51,194	119,453	(135)	170,512	8,532	8,397
James Sprunt CC	329	0.81%	32,266	75,288	(46)	107,508	5,378	5,332
Johnston CC	592	1.47%	58,059	135,472	(124)	193,407	9,677	9,553
Lenoir CC	556	1.38%	54,529	127,234	(92)	181,671	9,088	8,996
Martin CC**	182	0.45%	29,618	69,108	(22)	98,704	4,936	4,914
Mayland CC	179	0.44%	17,555	40,962	(67)	58,450	2,926	2,859
McDowell TCC	243	0.60%	23,832	55,608	(50)	79,390	3,972	3,922
Mitchell CC	314	0.78%	30,795	71,855	(46)	102,604	5,133	5,087
Montgomery CC	181	0.45%	17,751	41,420	(57)	59,114	2,959	2,902
Nash CC	484	1.20%	47,467	110,757	(85)	158,139	7,911	7,826
Pamlico CC*	87	0.22%	-	-	-	-	-	-
Piedmont CC	278	0.69%	27,264	63,617	(60)	90,821	4,544	4,484
Pitt CC	1,905	4.72%	186,829	435,935	(488)	622,276	31,138	30,650
Randolph CC	497	1.23%	48,742	113,732	(81)	162,393	8,124	8,043
Richmond CC	776	1.92%	76,105	177,578	(188)	253,495	12,684	12,496
Roanoke-Chowan CC**	120	0.30%	-	-	-	-	-	-
Robeson CC	625	1.55%	61,296	143,023	(333)	203,986	10,216	9,883
Rockingham CC	316	0.78%	30,991	72,313	(195)	103,109	5,165	4,970
Rowan-Cabarrus CC	1,096	2.71%	107,488	250,806	(173)	358,121	17,915	17,742
Sampson CC	483	1.20%	47,369	110,529	(166)	157,732	7,895	7,729
Sandhills CC	581	1.44%	56,981	132,955	(105)	189,831	9,497	9,392
South Piedmont CC	352	0.87%	34,522	80,551	(110)	114,963	5,754	5,644
Southeastern CC	414	1.03%	40,602	94,739	(400)	134,941	6,767	6,367
Southwestern CC	429	1.06%	42,073	98,171	(184)	140,060	7,012	6,828
Stanly CC	727	1.80%	71,299	166,365	(74)	237,590	11,883	11,809
Surry CC	574	1.42%	56,294	131,353	(131)	187,516	9,382	9,251
Tri-County CC	232	0.57%	22,753	53,090	(78)	75,765	3,792	3,714
Vance-Granville CC	555	1.37%	54,431	127,005	(78)	181,358	9,072	8,994
Wake TCC	3,195	7.91%	313,344	731,136	(676)	1,043,804	52,224	51,548
Wayne CC	665	1.65%	65,219	152,177	(124)	217,272	10,870	10,746
Western Piedmont CC	428	1.06%	41,975	97,942	(110)	139,807	6,996	6,886
Wilkes CC	535	1.32%	52,469	122,428	(170)	174,727	8,745	8,575
Wilson CC	378	0.94%	37,075	86,501	(32)	123,544	6,176	6,144
Total	**40,378**	**1.0000**	**3,960,000**	**9,240,000**	**($9,901)**	**$13,190,099**	**$660,000**	**$650,099**

^College's share of Infrastructure costs of the One Stop Centers transferred to the Dept. of Commerce Division of Workforce Solutions under WIOA sec. 121(h).

**** Carteret and Pamlico are combined as a consortium.***
***** Martin and Roanoke-Chowan are combined as a consortium.***

In accordance with Section 132.(c)(1) of the Carl D. Perkins Vocational & Technical Education Act of 1998, no institution or consortium shall receive an allocation of federal vocational education funds in an amount that is less than $50,000.

SBCC
08/19/2022
Version 1.0

2. Child Care

Purpose: The intent of the Child Care Grant is to assist student-parents with the financial responsibilities for child care expenses so they may stay enrolled and complete their educational goals. No faculty, staff, or administrator employed by the college may receive or utilize funds from this grant with the exception of qualified "work study" students. Child care coordinators and financial aid officers at each college shall jointly determine the need of student-parents for child care in coordination with local social services agencies that provide child care funding for qualified students.

For the Child Care Grant, a childcare provider is a person, business or organization that provides childcare services to its clients or customers. Examples include:

- Licensed daycare or individual provider
- Unlicensed childcare provider
- Student-parents' parent
- A personal nanny
- Afterschool programs
- Summer programs

Management of Funds: Funds must be disbursed directly to the provider or the student-parent only upon receipt of an invoice from a child care provider accompanied by a student's class attendance report. Neither the student parent, nor the other parent of the child may be reimbursed for services. A disbursement of funds must pass reasonable test for cost. (For example: If a student/parent's mother is being paid to keep the student's child, and the local child care facilities charge $200 per week, then the parent of the student cannot pay an invoice of $500 to the student's parent, which would be an inflated fee.)

Under no circumstances may colleges pay in advance for services which have not been received. These funds may not be used to support the operating costs of a college childcare facility, except indirectly in the form of payments disbursed to the center as a provider of childcare services for a student-parent receiving assistance through this program. Likewise, other State funds may not be used to support college childcare facilities or support childcare staff positions. Colleges may not expend any of these allocations for administrative overhead, including salaries.

Allocation Method: A total of $3,038,215 is allocated in FY 2022-23 through the Child Care Grant allotment (includes $1,200,000 NR funds). Each college will be authorized funds on the following formula: $20,000 (base) + $3.88 per curriculum budget FTE.

Fiscal Management: These funds will be budgeted and expended through the following codes:

- Purpose code: 530
- Vocational code: 80

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
CHILD CARE ALLOTMENT
FY 2022-23

Community College	Base Allotment	Curriculum BFTE	Per Curriculum BFTE Amount $3.88	Additional Non-Recurring	Total Allotment
Alamance CC	$20,000	3,271	$12,707	$22,484	$55,191
Asheville-Buncombe TCC	20,000	4,943	19,203	33,976	73,179
Beaufort County CC	20,000	1,371	5,326	9,424	34,750
Bladen CC	20,000	1,077	4,184	7,403	31,587
Blue Ridge CC	20,000	2,100	8,158	14,435	42,593
Brunswick CC	20,000	1,383	5,373	9,506	34,879
Caldwell CC and TI	20,000	3,062	11,895	21,047	52,942
Cape Fear CC	20,000	7,432	28,872	51,085	99,957
Carteret CC	20,000	1,450	5,633	9,967	35,600
Catawba Valley CC	20,000	3,560	13,830	24,470	58,300
Central Carolina CC	20,000	4,117	15,994	28,299	64,293
Central Piedmont CC	20,000	14,310	55,592	98,362	173,954
Cleveland CC	20,000	2,246	8,725	15,438	44,163
Coastal Carolina CC	20,000	3,319	12,894	22,814	55,708
College of The Albemarle	20,000	2,016	7,832	13,857	41,689
Craven CC	20,000	2,301	8,939	15,816	44,755
Davidson-Davie CC	20,000	3,109	12,078	21,370	53,448
Durham TCC	20,000	3,938	15,298	27,068	62,366
Edgecombe CC	20,000	1,359	5,279	9,341	34,620
Fayetteville TCC	20,000	8,825	34,284	60,660	114,944
Forsyth TCC	20,000	6,489	25,209	44,603	89,812
Gaston College	20,000	4,062	15,780	27,921	63,701
Guilford TCC	20,000	8,637	33,553	59,368	112,921
Halifax CC	20,000	769	2,987	5,286	28,273
Haywood CC	20,000	1,150	4,468	7,905	32,373
Isothermal CC	20,000	1,757	6,826	12,077	38,903
James Sprunt CC	20,000	1,142	4,436	7,850	32,286
Johnston CC	20,000	3,358	13,045	23,082	56,127
Lenoir CC	20,000	2,075	8,061	14,263	42,324
Martin CC	20,000	632	2,455	4,344	26,799
Mayland CC	20,000	654	2,541	4,495	27,036
McDowell TCC	20,000	955	3,710	6,564	30,274
Mitchell CC	20,000	2,265	8,799	15,569	44,368
Montgomery CC	20,000	724	2,813	4,977	27,790
Nash CC	20,000	2,148	8,345	14,765	43,110
Pamlico CC	20,000	310	1,204	2,131	23,335
Piedmont CC	20,000	974	3,784	6,695	30,479
Pitt CC	20,000	6,362	24,715	43,730	88,445
Randolph CC	20,000	2,005	7,789	13,782	41,571
Richmond CC	20,000	1,823	7,082	12,531	39,613
Roanoke-Chowan CC	20,000	475	1,845	3,265	25,110
Robeson CC	20,000	1,763	6,849	12,118	38,967
Rockingham CC	20,000	1,362	5,291	9,362	34,653
Rowan-Cabarrus CC	20,000	4,993	19,397	34,320	73,717
Sampson CC	20,000	1,558	6,053	10,709	36,762
Sandhills CC	20,000	3,239	12,583	22,264	54,847
South Piedmont CC	20,000	2,099	8,154	14,428	42,582
Southeastern CC	20,000	1,109	4,308	7,623	31,931
Southwestern CC	20,000	1,933	7,509	13,287	40,796
Stanly CC	20,000	1,831	7,113	12,586	39,699
Surry CC	20,000	2,388	9,277	16,414	45,691
Tri-County CC	20,000	920	3,574	6,324	29,898
Vance-Granville CC	20,000	2,235	8,683	15,363	44,046
Wake TCC	20,000	17,629	68,486	121,175	209,661
Wayne CC	20,000	2,589	10,058	17,796	47,854
Western Piedmont CC	20,000	1,566	6,084	10,764	36,848
Wilkes CC	20,000	2,022	7,855	13,898	41,753
Wilson CC	20,000	1,389	5,398	9,544	34,942
Total	**$1,160,000**	**174,580**	**$678,215**	**$1,200,000**	**$3,038,215**

3. Small Business Centers

Purpose: The mission of each Small Business Center (SBC) is to help the many small businesses within its service area survive, prosper, and contribute to the economic well-being of the community and the state. Small Business Centers provide a wide variety of seminars and workshops, one-on-one counseling, a library of resources, and referrals to other sources of help to owners and operators of small businesses.

The expenditure of SBC funds must be consistent with the State Board's Small Business Center Network (SBCN) Guidelines (adopted on November 20, 2020, Program Attachment 01). At a minimum, the annual SBC program funding will provide for the following at each of the 58 colleges: a) salary and fringe benefits for a full-time SBC Director or in a manner that is at least equivalent to a full-time director; and b) $9,000 for instruction, either through instructional or contractual services budget items, that does not earn budget FTE. Colleges should also be aware of the following fiscal provisions in the SBCN Guidelines:

- All instruction supported by SBC funds must be used for SBC-sponsored courses, seminars, and workshops.
- SBC funds cannot be used to produce FTE, except for SBCN-approved entrepreneurship programs.
- SBCN program funds **may not** be used for building or renovation of facilities.
- If a Small Business Center Director coordinates FTE-generating classes designed to meet the management needs of entrepreneurs, that Director's salary will need to be pro- rated according to the formula spelled out in the Guidelines.
- If a Small Business Center Director is asked to coordinate FTE-generating activities that are Occupational Extension offerings that are not focused on entrepreneurship or the "management needs" of entrepreneurs, then an alternative plan must be submitted to the System Office/State Director for approval. Such arrangements should be rare.
- Although colleges retain budget flexibility, using SBC funds to produce FTE (other than approved entrepreneurship programs) or transferring SBC funds without a NCCCS- or State-mandated reversion/reduction will result in the loss of performance funding for the following year.

Allocation Method: A total of $9,719,948 is allocated in FY 2022-23 through the Small Business Center allotment. Each college receives a base allocation of $157,125. The base allocation for each college was increased by $45,304 due to an increase in recurring funding as approved by the NC General Assembly in the Appropriations Act of 2022. In addition, the base amount has been adjusted from the FY 2020-21 level to account for employer contribution rates for retirement and state health insurance.[10]

[10] Session Law 2021-180 and Session Law 2022-74.

Colleges also receive an additional performance allocation. This allocation is based on the following factors (as measured using the sum of the prior two years' data):

- Number of Counseling Clients
- Number of Counseling Hours
- Number of Small Businesses in Service Area
- Number of Businesses Started
- Number of Jobs Created/Retained

For each factor, a college earns 1-58 points. The sum of each factor's score determines a college's total point score. The total number of points determines a college's performance allocation; each point earns approximately $71. For FY 2022-23, performance funding allocations are calculated based on the colleges' pro-rata share of total point score, limited to $606,698 in total due to fund availability.

Fiscal Management: These funds will be budgeted and expended through the following codes:

- Purpose codes: current or non-capitalized equipment - 363; capitalized equipment- 940
- Vocational code: 83
- Capitalized equipment purchases must be coded to object code 553500. Non-capitalized equipment purchases should be coded to purpose 363 and object codes 555100 (non-capitalized equipment) or 555200 (non-capitalized equipment – high risk)
- In order to capture all costs associated with the Small Business Center, colleges should charge all Small Business Center expenditures to this code and if additional funds are needed, should transfer funds from other purposes to purpose code 363. Total costs will be utilized for future funding requests and potential funding reallocations.

These funds can be reverted or transferred into another purpose. However, doing so will impact future allocations. Specifically, **colleges that use funds for non-SBC activities or transfer funds out of the SBC budget will not be eligible for their entire performance allocation in the next fiscal year**. The performance allocation for next fiscal year will be reduced by the amount of funds used for non-SBC activities.

Colleges are allowed to return funds as part of a reversion up to the pro-rata share of the total amount of the cut without impacting next year's performance allocation. The $9,000 requirement that funds be expended for instruction can be waived by the System Office upon recommendation of the State Small Business Center Director in the case of a budgetary shortfall. If that is the case, that reversion will not affect future performance allocations.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
SMALL BUSINESS CENTER ALLOTMENT
FY 2022-23

Community College	Base Allocation	Performance Allocation	Total Allotment
Alamance CC	$157,125	$7,344	$164,469
Asheville-Buncombe TCC	157,125	16,257	173,382
Beaufort County CC	157,125	7,130	164,255
Bladen CC	157,125	2,210	159,335
Blue Ridge CC	157,125	17,754	174,879
Brunswick CC	157,125	10,695	167,820
Caldwell CC and TI	157,125	10,980	168,105
Cape Fear CC	157,125	19,180	176,305
Carteret CC	157,125	12,977	170,102
Catawba Valley CC	157,125	17,183	174,308
Central Carolina CC	157,125	16,542	173,667
Central Piedmont CC	157,125	17,896	175,021
Cleveland CC	157,125	6,916	164,041
Coastal Carolina CC	157,125	18,039	175,164
College of The Albemarle	157,125	11,907	169,032
Craven CC	157,125	12,692	169,817
Davidson-Davie CC	157,125	13,333	170,458
Durham TCC	157,125	14,759	171,884
Edgecombe CC	157,125	2,567	159,692
Fayetteville TCC	157,125	19,251	176,376
Forsyth TCC	157,125	13,975	171,100
Gaston College	157,125	11,551	168,676
Guilford TCC	157,125	16,898	174,023
Halifax CC	157,125	12,977	170,102
Haywood CC	157,125	13,262	170,387
Isothermal CC	157,125	5,918	163,043
James Sprunt CC	157,125	6,274	163,399
Johnston CC	157,125	12,905	170,030
Lenoir CC	157,125	3,779	160,904
Martin CC	157,125	6,774	163,899
Mayland CC	157,125	12,264	169,389
McDowell TCC	157,125	2,923	160,048
Mitchell CC	157,125	5,847	162,972
Montgomery CC	157,125	4,706	161,831
Nash CC	157,125	10,909	168,034
Pamlico CC	157,125	428	157,553
Piedmont CC	157,125	6,061	163,186
Pitt CC	157,125	15,187	172,312
Randolph CC	157,125	5,704	162,829
Richmond CC	157,125	10,909	168,034
Roanoke-Chowan CC	157,125	998	158,123
Robeson CC	157,125	11,551	168,676
Rockingham CC	157,125	7,344	164,469
Rowan-Cabarrus CC	157,125	8,699	165,824
Sampson CC	157,125	4,278	161,403
Sandhills CC	157,125	12,335	169,460
South Piedmont CC	157,125	8,556	165,681
Southeastern CC	157,125	5,847	162,972
Southwestern CC	157,125	17,683	174,808
Stanly CC	157,125	3,850	160,975
Surry CC	157,125	10,125	167,250
Tri-County CC	157,125	11,622	168,747
Vance-Granville CC	157,125	5,134	162,259
Wake TCC	157,125	20,392	177,517
Wayne CC	157,125	8,556	165,681
Western Piedmont CC	157,125	9,412	166,537
Wilkes CC	157,125	10,410	167,535
Wilson CC	157,125	15,043	172,168
TOTAL	**$9,113,250**	**$606,698**	**$9,719,948**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
SMALL BUSINESS CENTER PERFORMANCE FUNDING CALCULATION
FY 2022-23

COLLEGE	Counseling				Small Businesses	
	Clients		Hours			
	Number	Ranking (points)	Hours	Ranking (points)	Number	Ranking (points)
Alamance CC	127	**21**	361.98	**13**	3,877	**39**
Asheville-Buncombe TCC	377	**52**	1154.34	**47**	11,514	**54**
Beaufort County CC	89	**10**	410.68	**15**	1,676	**19**
Bladen CC	51	**3**	221.05	**6**	595	**3**
Blue Ridge CC	302	**45**	1259.00	**49**	4,553	**43**
Brunswick CC	165	**27**	498.61	**20**	3,433	**36**
Caldwell CC and TI	132	**22**	811.01	**37**	3,219	**34**
Cape Fear CC	515	**56**	2222.25	**55**	11,132	**53**
Carteret CC	203	**33**	737.30	**32**	2,379	**29**
Catawba Valley CC	392	**53**	1293.78	**50**	5,241	**45**
Central Carolina CC	361	**49**	1040.65	**44**	5,270	**46**
Central Piedmont CC	714	**57**	1868.85	**53**	44,432	**58**
Cleveland CC	169	**30**	452.65	**18**	2,078	**25**
Coastal Carolina CC	494	**55**	1749.62	**52**	3,613	**38**
College of the Albemarle	152	**25**	401.00	**14**	4,825	**44**
Craven CC	260	**42**	1167.02	**48**	2,380	**30**
Davidson-Davie CC	287	**44**	1045.62	**45**	3,931	**40**
Durham TCC	302	**45**	800.64	**36**	14,500	**55**
Edgecombe CC	90	**11**	316.63	**11**	916	**6**
Fayetteville TCC	430	**54**	3909.44	**58**	6,650	**48**
Forsyth TCC	315	**47**	870.45	**42**	10,719	**52**
Gaston College	248	**41**	812.53	**38**	6,879	**50**
Guilford TCC	221	**35**	1304.40	**51**	15,822	**56**
Halifax CC	247	**40**	737.45	**33**	1,526	**17**
Haywood CC	279	**43**	814.75	**39**	1,691	**20**
Isothermal CC	120	**19**	216.16	**5**	1,889	**22**
James Sprunt CC	75	**7**	663.95	**31**	1,085	**10**
Johnston CC	245	**39**	549.18	**22**	4,136	**42**
Lenoir CC	91	**12**	191.67	**4**	1,810	**21**
Martin CC	110	**18**	645.67	**30**	715	**4**
Mayland CC	203	**33**	844.20	**41**	1,346	**13**
McDowell TCC	54	**4**	179.52	**3**	835	**5**
Mitchell CC	107	**15**	329.80	**12**	6,175	**47**
Montgomery CC	77	**9**	433.88	**17**	532	**2**
Nash CC	239	**38**	555.58	**23**	2,147	**26**
Pamlico CC	24	**1**	36.86	**1**	292	**1**
Piedmont CC	147	**24**	576.17	**25**	985	**7**
Pitt CC	376	**51**	2042.73	**54**	4,014	**41**
Randolph CC	93	**13**	299.65	**10**	2,650	**32**
Richmond CC	173	**31**	786.86	**35**	1,438	**15**
Roanoke Chowan CC	28	**2**	67.38	**2**	1,019	**8**
Robeson CC	160	**26**	638.48	**29**	1,966	**24**
Rockingham CC	76	**8**	827.90	**40**	1,672	**18**
Rowan-Cabarrus CC	140	**23**	509.29	**21**	8,490	**51**
Sampson CC	69	**5**	426.02	**16**	1,151	**11**
Sandhills CC	167	**29**	627.35	**27**	3,472	**37**
South Piedmont CC	122	**20**	559.01	**24**	6,852	**49**
Southeastern CC	98	**14**	252.48	**8**	1,031	**9**
Southwestern CC	364	**50**	2832.95	**56**	2,888	**33**
Stanly CC	108	**16**	252.67	**9**	1,416	**14**
Surry CC	165	**27**	459.21	**19**	2,446	**31**
Tri-County CC	228	**37**	1105.72	**46**	1,166	**12**
Vance-Granville CC	74	**6**	249.95	**7**	3,389	**35**
Wake TCC	1145	**58**	2918.16	**57**	42,310	**57**
Wayne CC	221	**35**	627.44	**28**	2,297	**28**
Western Piedmont CC	108	**16**	759.52	**34**	1,499	**16**
Wilkes CC	191	**32**	592.90	**26**	2,210	**27**
Wilson CC	348	**48**	962.56	**43**	1,964	**23**
TOTAL:	**12,868**	**1,706**	**49,282.57**	**1,711**	**290,138**	**1,711**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
SMALL BUSINESS CENTER PERFORMANCE FUNDING CALCULATION
FY 2022-23

COLLEGE	Economic Impact				Total Point Score	Overall Points Ranking	FY22-23 Performance Allocation
	Startups		Jobs Created/Retained				
	Number	Ranking (points)	Number	Ranking (points)			
Alamance CC	4	**5**	124	**25**	**103**	20	**$7,344**
Asheville-Buncombe TCC	22	**37**	229	**38**	**228**	48	**16,256**
Beaufort County CC	10	**20**	211	**36**	**100**	19	**7,130**
Bladen CC	4	**5**	59	**14**	**31**	3	**2,210**
Blue Ridge CC	50	**55**	726	**57**	**249**	53	**17,754**
Brunswick CC	22	**37**	169	**30**	**150**	28	**10,695**
Caldwell CC and TI	14	**28**	176	**33**	**154**	31	**10,980**
Cape Fear CC	48	**53**	370	**52**	**269**	56	**19,180**
Carteret CC	32	**47**	258	**41**	**182**	40	**12,977**
Catawba Valley CC	34	**49**	277	**44**	**241**	51	**17,183**
Central Carolina CC	32	**47**	293	**46**	**232**	49	**16,542**
Central Piedmont CC	17	**30**	449	**53**	**251**	54	**17,896**
Cleveland CC	9	**17**	32	**7**	**97**	18	**6,916**
Coastal Carolina CC	48	**53**	602	**55**	**253**	55	**18,039**
College of the Albemarle	20	**34**	328	**50**	**167**	35	**11,907**
Craven CC	11	**24**	187	**34**	**178**	38	**12,691**
Davidson-Davie CC	17	**30**	150	**28**	**187**	43	**13,333**
Durham TCC	11	**24**	305	**47**	**207**	45	**14,759**
Edgecombe CC	4	**5**	13	**3**	**36**	4	**2,567**
Fayetteville TCC	53	**56**	473	**54**	**270**	57	**19,251**
Forsyth TCC	22	**37**	93	**18**	**196**	44	**13,975**
Gaston College	8	**14**	99	**19**	**162**	32	**11,551**
Guilford TCC	25	**45**	328	**50**	**237**	50	**16,898**
Halifax CC	36	**50**	263	**42**	**182**	40	**12,977**
Haywood CC	21	**35**	318	**49**	**186**	42	**13,262**
Isothermal CC	12	**26**	55	**11**	**83**	14	**5,918**
James Sprunt CC	9	**17**	118	**23**	**88**	16	**6,274**
Johnston CC	47	**52**	126	**26**	**181**	39	**12,905**
Lenoir CC	6	**10**	29	**6**	**53**	6	**3,779**
Martin CC	3	**4**	243	**39**	**95**	17	**6,773**
Mayland CC	23	**41**	277	**44**	**172**	36	**12,264**
McDowell TCC	5	**8**	110	**21**	**41**	5	**2,923**
Mitchell CC	2	**3**	17	**5**	**82**	12	**5,847**
Montgomery CC	12	**26**	57	**12**	**66**	9	**4,706**
Nash CC	27	**46**	107	**20**	**153**	29	**10,909**
Pamlico CC	1	**2**	2	**1**	**6**	1	**428**
Piedmont CC	10	**20**	44	**9**	**85**	15	**6,060**
Pitt CC	24	**43**	122	**24**	**213**	47	**15,187**
Randolph CC	9	**17**	43	**8**	**80**	11	**5,704**
Richmond CC	23	**41**	173	**31**	**153**	29	**10,909**
Roanoke Chowan CC	0	**1**	2	**1**	**14**	2	**998**
Robeson CC	21	**35**	315	**48**	**162**	32	**11,551**
Rockingham CC	7	**11**	126	**26**	**103**	20	**7,344**
Rowan-Cabarrus CC	8	**14**	58	**13**	**122**	24	**8,699**
Sampson CC	8	**14**	59	**14**	**60**	8	**4,278**
Sandhills CC	22	**37**	267	**43**	**173**	37	**12,335**
South Piedmont CC	7	**11**	61	**16**	**120**	22	**8,556**
Southeastern CC	10	**20**	173	**31**	**82**	12	**5,847**
Southwestern CC	44	**51**	1697	**58**	**248**	52	**17,682**
Stanly CC	7	**11**	15	**4**	**54**	7	**3,850**
Surry CC	24	**43**	117	**22**	**142**	26	**10,125**
Tri-County CC	19	**33**	194	**35**	**163**	34	**11,622**
Vance-Granville CC	5	**8**	61	**16**	**72**	10	**5,134**
Wake TCC	110	**58**	697	**56**	**286**	58	**20,392**
Wayne CC	10	**20**	44	**9**	**120**	22	**8,556**
Western Piedmont CC	15	**29**	216	**37**	**132**	25	**9,412**
Wilkes CC	18	**32**	152	**29**	**146**	27	**10,410**
Wilson CC	65	**57**	247	**40**	**211**	46	**15,048**
TOTAL:	1,187	**1,678**	**12,556**	**1,703**	**8,509**	1705	**$606,698**
	Approximate Value Per Point:				**$71**		

4. Customized Training

Per G.S. 115D-5.1(e), the Customized Training Program offers programs and training services to assist new and existing business and industry to remain productive, profitable, and within the State. Funds are allocated to colleges through three means:

a) Customized Training – Program Projects

Purpose: Funds are allotted to colleges to provide customized training assistance in support of full-time production and customer service positions created in the State of North Carolina, thereby enhancing the growth potential of companies located in the state while simultaneously preparing the State's workforce with skills essential to successful employment in emerging industries. Business and industries must meet certain criteria to be eligible to receive assistance. Funds must be used in accordance with the Customized Training Guidelines adopted by the State Board (see Numbered Memo CC09-14).

Colleges receive a 10% administrative allowance based upon the **current fiscal year expenditures** that support approved Customized Training Program projects. These administrative funds may be used for the following purposes:

- Project clerical staff;
- Project administrative personnel;
- Project coordination staff;
- Travel expenses for personnel involved with the developing, coordinating, implementing, and monitoring of a Customized Training project;
- Administrative business operations costs (printing, mailing, filing, etc.) associated with Customized Training projects; and
- Printing costs of marketing materials for the Customized Training Program.

Allocation Method: Funds are allocated to colleges upon System Office approval of Funds Action Requests for qualifying projects.

Fiscal Management: These funds will be budgeted and expended through the following codes:

- Purpose codes: 361 (Use this purpose code regardless of whether the project is approved as job growth, technology investment, or productivity enhancement.)
- Vocational code: 80

Customized Training funds cannot be reverted or transferred out to another purpose. Other State funds are not allowed to be transferred into this purpose.

b) Customized Training – Business and Industry Support

Purpose: Colleges receive an initial support allocation that includes both an administrative ($40,000) and an instructional component. **Colleges may only use up to $40,000 for administrative purposes.** These funds may be used to support – in total or in part – a position whose responsibility is to serve business and industry. The instructional component may only be used for instructional activities supporting the Manufacturing, Warehousing and Distribution, Business Support Services, Information Technology, and Computer Software Design industries.

Allocation Method: A total of $3,002,500 is allocated in FY 2022-23 to community colleges for Business and Industry Support. Each college receives an administrative allotment of $40,000.[11] Colleges receive an additional instructional allotment based on the eligible employment in the college's service area per the following formula:

Eligible Employment	Instructional Allotment
Less than 5,000 jobs	$7,500
5000 – 10,000 jobs	$10,000
Greater than 10,000 jobs	$20,000

Eligible employment is defined as employment in the Manufacturing, Warehousing and Distribution, Business Support Services, Information Technology, and Computer Software Design industries, as reported by the NC Division of Employment Security for the 4th quarter of 2021.

Fiscal Management: These funds will be budgeted and expended through the following codes:

- Purpose codes: 364 (Administrative), 365 (Instructional)
- Vocational code: 80

Customized Training funds cannot be reverted or transferred out to another purpose. Other State funds are not allowed to be transferred into this purpose.

[11] The only exception is Pamlico CC, which is combined into a consortium with Craven CC.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
CUSTOMIZED TRAINING: BUSINESS AND INDUSTRY SUPPORT
FY 2022-23

Community College	Administrative Allotment	Instructional Allotment	Total Allotment
Alamance CC	$40,000	$20,000	$60,000
Asheville-Buncombe TCC	40,000	20,000	60,000
Beaufort County CC	40,000	7,500	47,500
Bladen CC	40,000	10,000	50,000
Blue Ridge CC	40,000	10,000	50,000
Brunswick CC	40,000	7,500	47,500
Caldwell CC & TI	40,000	10,000	50,000
Cape Fear CC	40,000	20,000	60,000
Carteret CC	40,000	7,500	47,500
Catawba Valley CC	40,000	20,000	60,000
Central Carolina CC	40,000	20,000	60,000
Central Piedmont CC	40,000	20,000	60,000
Cleveland CC	40,000	20,000	60,000
Coastal Carolina CC	40,000	7,500	47,500
College of The Albemarle	40,000	7,500	47,500
Craven CC	40,000	10,000	50,000
Davidson-Davie CC	40,000	20,000	60,000
Durham TCC	40,000	20,000	60,000
Edgecombe CC	40,000	7,500	47,500
Fayetteville TCC	40,000	20,000	60,000
Forsyth TCC	40,000	20,000	60,000
Gaston College	40,000	20,000	60,000
Guilford TCC	40,000	20,000	60,000
Halifax CC	40,000	7,500	47,500
Haywood CC	40,000	7,500	47,500
Isothermal CC	40,000	7,500	47,500
James Sprunt CC	40,000	10,000	50,000
Johnston CC	40,000	10,000	50,000
Lenoir CC	40,000	10,000	50,000
Martin CC	40,000	7,500	47,500
Mayland CC	40,000	7,500	47,500
McDowell TCC	40,000	10,000	50,000
Mitchell CC	40,000	20,000	60,000
Montgomery CC	40,000	7,500	47,500
Nash CC	40,000	10,000	50,000
Pamlico CC*	*	*	*
Piedmont CC	40,000	7,500	47,500
Pitt CC	40,000	20,000	60,000
Randolph CC	40,000	20,000	60,000
Richmond CC	40,000	10,000	50,000
Roanoke-Chowan CC	40,000	7,500	47,500
Robeson CC	40,000	10,000	50,000
Rockingham CC	40,000	10,000	50,000
Rowan-Cabarrus CC	40,000	20,000	60,000
Sampson CC	40,000	7,500	47,500
Sandhills CC	40,000	10,000	50,000
South Piedmont CC	40,000	20,000	60,000
Southeastern CC	40,000	7,500	47,500
Southwestern CC	40,000	7,500	47,500
Stanly CC	40,000	7,500	47,500
Surry CC	40,000	10,000	50,000
Tri-County CC	40,000	7,500	47,500
Vance-Granville CC	40,000	20,000	60,000
Wake TCC	40,000	20,000	60,000
Wayne CC	40,000	10,000	50,000
Western Piedmont CC	40,000	10,000	50,000
Wilkes CC	40,000	10,000	50,000
Wilson CC	40,000	10,000	50,000
Total	**$2,280,000**	**$722,500**	**$3,002,500**

*Craven CC and Pamlico CC are combined into a consortium.

5. Equipment

Purpose: Regular Equipment allocations provide funds for administrative and educational equipment and furniture.

Allocation Method: A total of $48,962,762 is allocated in FY 2022-23 through the regular Equipment allotment. A college's regular Equipment allocation is determined by the sum of the following components:

- **Base Allocation:** Each college receives a base of $100,000.
- **Weighted FTE Allocation:** The remaining balance of the Equipment allotment is allocated among colleges based on each college's equipment full-time equivalent (E/FTE). Colleges receive $276.95 per E/FTE. A college's E/FTE shall be calculated by applying the following ratios to the actual FTE for the preceding year, and adding the products to obtain a sum for each college:

  CATEGORY WEIGHT

  a) Low equipment intensity programs.....0.50
  (College Transfer, General Education, Basic Skills)

  b) Moderate equipment intensity programs.....0.75
  (Occupational Extension)

  c) High equipment intensity programs.....1.00
  (Technical and Vocational)

Fiscal Management: These funds will be budgeted and expended through the following codes:

- Purpose codes: 920 (Regular Equipment)
- Vocational code: 97 or 20, consistent with the Accounting Procedures Manual

Note: Any categorical funds that are used for equipment should be coded to Purpose 940.

All equipment-related items over $5,000 must be charged to a Capitalized Equipment object code and tracked in the college's inventory system. Equipment costing less than $5,000 are expensed; they are not capitalized nor depreciated and must be coded as either Non-Capitalized Equipment or Non-Capitalized Equipment- High Risk. Non-Capitalized Equipment is a non-consumable asset and should never be purchased using a supply object code. Non-Capitalized Equipment object codes can be used with either a capital purpose code (920) or with a current operating purpose code (1XX, 220, 3XX, 4XX, 510).

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
EQUIPMENT ALLOTMENT
FY 2022-23

Community College	Equipment FTE	Total Allotment
Alamance CC	3,018	$935,837
Asheville-Buncombe TCC	4,175	1,256,269
Beaufort County CC	1,311	463,082
Bladen CC	1,003	377,782
Blue Ridge CC	1,956	641,716
Brunswick CC	1,341	471,391
Caldwell CC & TI	2,734	857,183
Cape Fear CC	6,120	1,794,938
Carteret CC	1,438	498,255
Catawba Valley CC	3,186	982,365
Central Carolina CC	3,710	1,127,487
Central Piedmont CC	10,672	3,055,618
Cleveland CC	2,177	702,922
Coastal Carolina CC	2,807	877,401
College of The Albemarle	1,688	567,493
Craven CC	2,217	714,000
Davidson-Davie CC	2,722	853,860
Durham TCC	3,240	997,320
Edgecombe CC	1,387	484,131
Fayetteville TCC	9,302	2,676,195
Forsyth TCC	5,348	1,581,132
Gaston College	3,174	979,041
Guilford TCC	7,256	2,109,554
Halifax CC	748	307,159
Haywood CC	1,042	388,583
Isothermal CC	1,455	502,963
James Sprunt CC	1,176	425,694
Johnston CC	2,938	913,681
Lenoir CC	2,855	890,694
Martin CC	577	259,801
Mayland CC	672	286,111
McDowell TCC	986	373,073
Mitchell CC	1,855	613,743
Montgomery CC	767	312,421
Nash CC	1,978	647,808
Pamlico CC	376	204,133
Piedmont CC	1,004	378,058
Pitt CC	5,233	1,549,283
Randolph CC	1,863	615,959
Richmond CC	1,827	605,989
Roanoke-Chowan CC	529	246,507
Robeson CC	2,403	765,512
Rockingham CC	1,177	425,971
Rowan-Cabarrus CC	4,633	1,383,112
Sampson CC	1,512	518,749
Sandhills CC	2,664	837,797
South Piedmont CC	2,059	670,241
Southeastern CC	1,227	439,818
Southwestern CC	1,904	627,314
Stanly CC	1,939	637,007
Surry CC	2,121	687,412
Tri-County CC	797	320,730
Vance-Granville CC	2,014	657,779
Wake TCC	14,719	4,176,437
Wayne CC	2,303	737,817
Western Piedmont CC	1,340	471,114
Wilkes CC	1,930	634,515
Wilson CC	1,245	444,805
TOTAL	**155,850**	**$48,962,762**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
EQUIPMENT ALLOTMENT DETAIL
FY 2022-23

Attachment FC 01

	2021-22 Actual FTE						WEIGHTED E/FTE			
		LOW			HIGH	MOD	CT;GE;BS	TE;VOC	OCC	TOTAL
COMMUNITY COLLEGE	CU	CT & GE	BS	SUB-TOT	TE & V0C	OCC/ConEd	0.50	1.00	0.75	E/FTE
Alamance CC	3,244	1,695	299	1,994	1,549	629	997	1,549	472	3,018
Asheville-Buncombe TCC	4,780	2,440	284	2,724	2,340	630	1,362	2,340	473	4,175
Beaufort County CC	1,371	752	82	834	619	367	417	619	275	1,311
Bladen CC	1,077	538	43	581	539	231	291	539	173	1,003
Blue Ridge CC	2,100	1,145	85	1,230	955	515	615	955	386	1,956
Brunswick CC	1,383	902	190	1,092	481	419	546	481	314	1,341
Caldwell CC & TI	2,943	1,667	80	1,747	1,276	778	874	1,276	584	2,734
Cape Fear CC	7,432	4,538	230	4,768	2,894	1,122	2,384	2,894	842	6,120
Carteret CC	1,450	675	90	765	775	373	383	775	280	1,438
Catawba Valley CC	3,532	2,004	140	2,144	1,528	781	1,072	1,528	586	3,186
Central Carolina CC	4,014	2,118	395	2,513	1,896	743	1,257	1,896	557	3,710
Central Piedmont CC	14,049	9,302	994	10,296	4,747	1,036	5,148	4,747	777	10,672
Cleveland CC	2,246	1,306	38	1,344	940	753	672	940	565	2,177
Coastal Carolina CC	3,270	2,049	175	2,224	1,221	632	1,112	1,221	474	2,807
College of The Albemarle	1,982	1,261	70	1,331	721	401	666	721	301	1,688
Craven CC	2,293	1,263	87	1,350	1,030	682	675	1,030	512	2,217
Davidson-Davie CC	3,083	1,682	301	1,983	1,401	438	992	1,401	329	2,722
Durham TCC	3,754	2,360	159	2,519	1,394	781	1,260	1,394	586	3,240
Edgecombe CC	1,359	577	58	635	782	382	318	782	287	1,387
Fayetteville TCC	8,579	4,260	437	4,697	4,319	3,512	2,349	4,319	2,634	9,302
Forsyth TCC	6,488	3,451	158	3,609	3,037	674	1,805	3,037	506	5,348
Gaston College	4,015	2,363	149	2,512	1,652	355	1,256	1,652	266	3,174
Guilford TCC	8,368	4,621	682	5,303	3,747	1,143	2,652	3,747	857	7,256
Halifax CC	769	396	31	427	373	214	214	373	161	748
Haywood CC	1,090	487	11	498	603	253	249	603	190	1,042
Isothermal CC	1,703	855	61	916	848	198	458	848	149	1,455
James Sprunt CC	1,142	617	34	651	525	433	326	525	325	1,176
Johnston CC	3,287	1,744	86	1,830	1,543	640	915	1,543	480	2,938
Lenoir CC	2,074	1,069	202	1,271	1,005	1,618	636	1,005	1,214	2,855
Martin CC	587	275	35	310	312	147	155	312	110	577
Mayland CC	630	299	56	355	331	217	178	331	163	672
McDowell TCC	955	447	93	540	508	277	270	508	208	986
Mitchell CC	2,264	1,554	114	1,668	710	414	834	710	311	1,855
Montgomery CC	724	241	21	262	483	204	131	483	153	767
Nash CC	2,148	1,100	37	1,137	1,048	481	569	1,048	361	1,978
Pamlico CC	286	154	24	178	132	207	89	132	155	376
Piedmont CC	957	500	15	515	457	385	258	457	289	1,004
Pitt CC	6,182	3,009	189	3,198	3,173	615	1,599	3,173	461	5,233
Randolph CC	1,916	957	169	1,126	959	454	563	959	341	1,863
Richmond CC	1,771	953	136	1,089	818	618	545	818	464	1,827
Roanoke-Chowan CC	475	244	25	269	231	217	135	231	163	529
Robeson CC	1,763	802	301	1,103	961	1,186	552	961	890	2,403
Rockingham CC	1,305	736	51	787	569	285	394	569	214	1,177
Rowan-Cabarrus CC	4,943	2,888	194	3,082	2,055	1,382	1,541	2,055	1,037	4,633
Sampson CC	1,558	795	153	948	763	367	474	763	275	1,512
Sandhills CC	3,217	1,981	147	2,128	1,236	485	1,064	1,236	364	2,664
South Piedmont CC	2,099	1,317	212	1,529	782	682	765	782	512	2,059
Southeastern CC	1,060	554	163	717	506	482	359	506	362	1,227
Southwestern CC	1,933	851	40	891	1,082	501	446	1,082	376	1,904
Stanly CC	1,769	813	104	917	956	698	459	956	524	1,939
Surry CC	2,305	1,231	105	1,336	1,074	505	668	1,074	379	2,121
Tri-County CC	920	564	29	593	356	192	297	356	144	797
Vance-Granville CC	2,228	1,211	85	1,296	1,017	465	648	1,017	349	2,014
Wake TCC	17,306	9,922	1,123	11,045	7,384	2,416	5,523	7,384	1,812	14,719
Wayne CC	2,493	1,181	160	1,341	1,312	426	671	1,312	320	2,303
Western Piedmont CC	1,517	772	84	856	745	222	428	745	167	1,340
Wilkes CC	1,989	967	113	1,080	1,022	490	540	1,022	368	1,930
Wilson CC	1,365	753	53	806	612	307	403	612	230	1,245
TOTAL	**171,542**	**95,208**	**9,682**	**104,890**	**76,334**	**36,060**	**52,459**	**76,334**	**27,057**	**155,850**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
EQUIPMENT ALLOTMENT DETAIL
FY 2022-23

Attachment FC 01

COMMUNITY COLLEGE	BASE ALLOTMENT $100,000	E/FTE ALLOTMENT @ $276.95 PER E/FTE	TOTAL ALLOTMENT
Alamance CC	$100,000	$835,837	$935,837
Asheville-Buncombe TCC	100,000	1,156,269	1,256,269
Beaufort County CC	100,000	363,082	463,082
Bladen CC	100,000	277,782	377,782
Blue Ridge CC	100,000	541,716	641,716
Brunswick CC	100,000	371,391	471,391
Caldwell CC & TI	100,000	757,183	857,183
Cape Fear CC	100,000	1,694,938	1,794,938
Carteret CC	100,000	398,255	498,255
Catawba Valley CC	100,000	882,365	982,365
Central Carolina CC	100,000	1,027,487	1,127,487
Central Piedmont CC	100,000	2,955,618	3,055,618
Cleveland CC	100,000	602,922	702,922
Coastal Carolina CC	100,000	777,401	877,401
College of The Albemarle	100,000	467,493	567,493
Craven CC	100,000	614,000	714,000
Davidson-Davie CC	100,000	753,860	853,860
Durham TCC	100,000	897,320	997,320
Edgecombe CC	100,000	384,131	484,131
Fayetteville TCC	100,000	2,576,195	2,676,195
Forsyth TCC	100,000	1,481,132	1,581,132
Gaston College	100,000	879,041	979,041
Guilford TCC	100,000	2,009,554	2,109,554
Halifax CC	100,000	207,159	307,159
Haywood CC	100,000	288,583	388,583
Isothermal CC	100,000	402,963	502,963
James Sprunt CC	100,000	325,694	425,694
Johnston CC	100,000	813,681	913,681
Lenoir CC	100,000	790,694	890,694
Martin CC	100,000	159,801	259,801
Mayland CC	100,000	186,111	286,111
McDowell TCC	100,000	273,073	373,073
Mitchell CC	100,000	513,743	613,743
Montgomery CC	100,000	212,421	312,421
Nash CC	100,000	547,808	647,808
Pamlico CC	100,000	104,133	204,133
Piedmont CC	100,000	278,058	378,058
Pitt CC	100,000	1,449,283	1,549,283
Randolph CC	100,000	515,959	615,959
Richmond CC	100,000	505,989	605,989
Roanoke-Chowan CC	100,000	146,507	246,507
Robeson CC	100,000	665,512	765,512
Rockingham CC	100,000	325,971	425,971
Rowan-Cabarrus CC	100,000	1,283,112	1,383,112
Sampson CC	100,000	418,749	518,749
Sandhills CC	100,000	737,797	837,797
South Piedmont CC	100,000	570,241	670,241
Southeastern CC	100,000	339,818	439,818
Southwestern CC	100,000	527,314	627,314
Stanly CC	100,000	537,007	637,007
Surry CC	100,000	587,412	687,412
Tri-County CC	100,000	220,730	320,730
Vance-Granville CC	100,000	557,779	657,779
Wake TCC	100,000	4,076,437	4,176,437
Wayne CC	100,000	637,817	737,817
Western Piedmont CC	100,000	371,114	471,114
Wilkes CC	100,000	534,515	634,515
Wilson CC	100,000	344,805	444,805
TOTAL	**$5,800,000**	**$43,162,762**	**$48,962,762**

6. Instructional Resources

Purpose: The Instructional Resources allotment provides funds for library books, book-like materials, magazines and periodicals, audio visual materials, and other non-equipment learning resources of a durable nature. Book like materials include electronic resources such as e-book leases and subscriptions to e-book collections.

Allocation Method: A total of $2,500,000 is allocated in FY 2022-23 through the Instructional Resources allotment. A college's instructional resources allocation is determined by the sum of the following components:

- **Base Allocation:** Each college receives a base of $25,000.
- **Weighted FTE Allocation:** The remaining balance of the Instructional Resources allotment is allocated among colleges based on each college's weighted library full-time equivalent (L/FTE). Colleges also receive $4.75 per weighted L/FTE above 1,000 L/FTE. A college's L/FTE is calculated by applying the following ratios to the actual FTE for the preceding year, and adding the products to obtain a sum for each college:

  CATEGORY WEIGHT

  a) College Transfer and General Education FTE.....2.0

  b) Technical and Vocational Education FTE…….....1.0

  c) Basic Skills and Occupational Extension FTE.....0.25

Fiscal Management: These funds will be budgeted and expended through the following codes:

- Purpose codes: 930
- Vocational code: 97

The purchase of Magazines and Newspaper Subscriptions (use object code 539400), and Audio-Visual Supplies (use object code 528000) can be charged to a current expense purpose code or to purpose 930.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
INSTRUCTIONAL RESOURCES ALLOTMENT
FY 2022-23

Attachment FC 01

	21-22 ACTUAL FTE			WEIGHTED L/FTE						$4.75	
	HIGH	MOD	LOW	CT&GE	TE&VOC	BS&OCC	Total	FTE >	$25,000	L/FTE	TOTAL
Community College	CT & GE	TE & VOC	BS & OCC	2.0	1.0	0.25	L/FTE	1,000	Base	ALLOTMENT	ALLOTMENT
Alamance CC	1,695	1,549	928	3,390	1,549	232	5,171	4,171	$25,000	$19,817	$44,817
Asheville-Buncombe TCC	2,440	2,340	914	4,880	2,340	229	7,449	6,449	25,000	30,637	55,637
Beaufort County CC	752	619	449	1,504	619	112	2,235	1,235	25,000	5,869	30,869
Bladen CC	538	539	274	1,076	539	69	1,684	684	25,000	3,247	28,247
Blue Ridge CC	1,145	955	600	2,290	955	150	3,395	2,395	25,000	11,379	36,379
Brunswick CC	902	481	609	1,804	481	152	2,437	1,437	25,000	6,828	31,828
Caldwell CC & TI	1,667	1,276	858	3,334	1,276	215	4,825	3,825	25,000	18,170	43,170
Cape Fear CC	4,538	2,894	1,352	9,076	2,894	338	12,308	11,308	25,000	53,725	78,725
Carteret CC	675	775	463	1,350	775	116	2,241	1,241	25,000	5,895	30,895
Catawba Valley CC	2,004	1,528	921	4,008	1,528	230	5,766	4,766	25,000	22,645	47,645
Central Carolina CC	2,118	1,896	1,138	4,236	1,896	285	6,417	5,417	25,000	25,734	50,734
Central Piedmont CC	9,302	4,747	2,030	18,604	4,747	508	23,859	22,859	25,000	108,602	133,602
Cleveland CC	1,306	940	791	2,612	940	198	3,750	2,750	25,000	13,064	38,064
Coastal Carolina CC	2,049	1,221	807	4,098	1,221	202	5,521	4,521	25,000	21,478	46,478
College of The Albemarle	1,261	721	471	2,522	721	118	3,361	2,361	25,000	11,216	36,216
Craven CC	1,263	1,030	769	2,526	1,030	192	3,748	2,748	25,000	13,057	38,057
Davidson-Davie CC	1,682	1,401	739	3,364	1,401	185	4,950	3,950	25,000	18,765	43,765
Durham TCC	2,360	1,394	940	4,720	1,394	235	6,349	5,349	25,000	25,413	50,413
Edgecombe CC	577	782	440	1,154	782	110	2,046	1,046	25,000	4,970	29,970
Fayetteville TCC	4,260	4,319	3,949	8,520	4,319	987	13,826	12,826	25,000	60,938	85,938
Forsyth TCC	3,451	3,037	832	6,902	3,037	208	10,147	9,147	25,000	43,458	68,458
Gaston College	2,363	1,652	504	4,726	1,652	126	6,504	5,504	25,000	26,150	51,150
Guilford TCC	4,621	3,747	1,825	9,242	3,747	456	13,445	12,445	25,000	59,128	84,128
Halifax CC	396	373	245	792	373	61	1,226	226	25,000	1,075	26,075
Haywood CC	487	603	264	974	603	66	1,643	643	25,000	3,055	28,055
Isothermal CC	855	848	259	1,710	848	65	2,623	1,623	25,000	7,710	32,710
James Sprunt CC	617	525	467	1,234	525	117	1,876	876	25,000	4,161	29,161
Johnston CC	1,744	1,543	726	3,488	1,543	182	5,213	4,213	25,000	20,014	45,014
Lenoir CC	1,069	1,005	1,820	2,138	1,005	455	3,598	2,598	25,000	12,343	37,343
Martin CC	275	312	182	550	312	46	908	-	25,000	-	25,000
Mayland CC	299	331	273	598	331	68	997	-	25,000	-	25,000
McDowell TCC	447	508	370	894	508	93	1,495	495	25,000	2,349	27,349
Mitchell CC	1,554	710	528	3,108	710	132	3,950	2,950	25,000	14,016	39,016
Montgomery CC	241	483	225	482	483	56	1,021	21	25,000	101	25,101
Nash CC	1,100	1,048	518	2,200	1,048	130	3,378	2,378	25,000	11,296	36,296
Pamlico CC	154	132	231	308	132	58	498	-	25,000	-	25,000
Piedmont CC	500	457	400	1,000	457	100	1,557	557	25,000	2,646	27,646
Pitt CC	3,009	3,173	804	6,018	3,173	201	9,392	8,392	25,000	39,871	64,871
Randolph CC	957	959	623	1,914	959	156	3,029	2,029	25,000	9,639	34,639
Richmond CC	953	818	754	1,906	818	189	2,913	1,913	25,000	9,086	34,086
Roanoke-Chowan CC	244	231	242	488	231	61	780	-	25,000	-	25,000
Robeson CC	802	961	1,487	1,604	961	372	2,937	1,937	25,000	9,202	34,202
Rockingham CC	736	569	336	1,472	569	84	2,125	1,125	25,000	5,345	30,345
Rowan-Cabarrus CC	2,888	2,055	1,576	5,776	2,055	394	8,225	7,225	25,000	34,326	59,326
Sampson CC	795	763	520	1,590	763	130	2,483	1,483	25,000	7,046	32,046
Sandhills CC	1,981	1,236	632	3,962	1,236	158	5,356	4,356	25,000	20,696	45,696
South Piedmont CC	1,317	782	894	2,634	782	224	3,640	2,640	25,000	12,540	37,540
Southeastern CC	554	506	645	1,108	506	161	1,775	775	25,000	3,683	28,683
Southwestern CC	851	1,082	541	1,702	1,082	135	2,919	1,919	25,000	9,118	34,118
Stanly CC	813	956	802	1,626	956	201	2,783	1,783	25,000	8,469	33,469
Surry CC	1,231	1,074	610	2,462	1,074	153	3,689	2,689	25,000	12,773	37,773
Tri-County CC	564	356	221	1,128	356	55	1,539	539	25,000	2,562	27,562
Vance-Granville CC	1,211	1,017	550	2,422	1,017	138	3,577	2,577	25,000	12,241	37,241
Wake TCC	9,922	7,384	3,539	19,844	7,384	885	28,113	27,113	25,000	128,814	153,814
Wayne CC	1,181	1,312	586	2,362	1,312	147	3,821	2,821	25,000	13,400	38,400
Western Piedmont CC	772	745	306	1,544	745	77	2,366	1,366	25,000	6,488	31,488
Wilkes CC	967	1,022	603	1,934	1,022	151	3,107	2,107	25,000	10,009	35,009
Wilson CC	753	612	360	1,506	612	90	2,208	1,208	25,000	5,741	30,741
TOTAL	**95,208**	**76,334**	**45,742**	**190,416**	**76,334**	**11,436**	**278,186**	**221,004**	**$1,450,000**	**$1,050,000**	**$2,500,000**

SBCC
08/19/2022
Version 1.0

C. Specific Program Categorical Allocations

S.L. 2022-74 appropriates funds to specific programs at certain colleges. Specific program categorical allocations that support positions have been adjusted to account for changes in employer contribution rates for retirement. Colleges must submit a detailed budget plan for FY 2022-23 to the Director of State Aid Funds ***no later than September 30, 2022.***

C1. High Cost Allocation for Marine Science Program - $821,003: Provides supplemental funds to support the operation of the Marine Science program at **Cape Fear Community College.**

These funds are budgeted and expended through the following codes:

- Purpose codes: current – 220, 421; capitalized equipment – 940
- Vocational code: 71

C2. Manufacturing Solutions Center – $1,035,147: Provides funds to **Catawba Valley Community College** to support the operations of the Center, which assists manufacturing companies adapt to the 21st century economy.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – 310, 422; capitalized equipment – 940
- Vocational code: 87

C3. Botanical Lab – $100,000: Provides funds to **Fayetteville Technical Community College** to support the operation of the Botanical Lab.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current - consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 47

C4. NC Military Business Center – $2,163,373: Provides funds to **Fayetteville Technical Community College** to support the NC Military Business Center. The purpose of the Center is to serve as a coordinator and facilitator for small- and medium-sized businesses throughout the state seeking to win and complete federal contracts, with a focus on military-related contracts.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – 370, capitalized equipment – 940
- Vocational code: current – 80, capitalized equipment – 40
- Non-capitalized equipment – purpose code 370 and Vocational Code 80

C5. **Innovation Quarters – $300,000:** Provides funds to **Forsyth Technical Community College** for the operating costs and lease expenses for the community college's biotechnology, nanotechnology, design, and advanced information technology programs; Small Business Center; and Corporate and Industrial Training programs.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – 680
- Vocational code: current – 80

C6. **Center for Applied Textile Technology – $734,720:** Provides funds to **Gaston College** to support the operations of the Center. Per G.S. 115D-67.1, the purpose of this Center is to develop a world-class workforce for the textile industry in North Carolina; support the textile industry by identifying problems confronting the industry and assisting the industry in solving them; garner support from the textile industry for the work of the Center; and serve as a statewide center of excellence that serves all components of the textile industry.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current - consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 67

C7. **NC Research Campus– $3,489,522:** Provides funds to **Rowan-Cabarrus Community College** to support lease expenses, faculty, and staff, building operations, and equipment at the Biotechnology Training Center at the NC Research Campus in Kannapolis.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – 371; capitalized equipment – 940
- Vocational code: current – 80, capitalized equipment – 59
- Non-capitalized equipment – purpose code 371 and Vocational Code 80

C8. **Truck Driver Training Program - $150,000:** Provides funds to **Caldwell Community College and Technical Institute** to support the operation of the Truck Driver Training program.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current - consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 46

C9. **Anspach Advanced Manufacturing School - $515,000:** Provides funds to **Mayland Community College** Yancey County Campus to support equipment purchases and operational expenses.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 69

C10. **Prison Education Program - $585,000:** Provides funds to **Cleveland Community College** to support the expansion of Cleveland Community College prison education program.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 85

C11. **Viticulture and Enology - $250,000:** Provides funds to **Surry Community College** for the Viticulture and Enology program at Surry Community College.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 68

C12. **Career Academies for At-Risk Students - $583,500 NR:** Provides funds to **Cape Fear Community College (CTCC)** second year of a two-year pilot program with New Hanover and Pender County Schools to meet the needs of underperforming schools and underserved populations in seventh through ninth grade with summer programming and career liaison positions.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current – consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 60 (in combination with college assigned unit code)

C13. **Equipment - $250,000:** Provides funds to **James Sprunt Community College** to purchase equipment for James Sprunt Community College workforce continuing education programs.

These funds will be budgeted and expended through the following codes:

- Purpose codes: 940
- Vocational code: 60 (in combination with college assigned unit code

C14. Cybersecurity Program - $400,000 NR: Provides funds to **Gaston Community College** to support temporary positions.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current - consistent with the approved detail budget plan; capitalized equipment – 940
- Vocational code: 60 (in combination with college assigned unit code

C15. Digital Course Scheduling - $100,000 NR: Provides funds to **Johnston Community College** to contract with a third-party to implement a digital system that optimizes course scheduling.

These funds will be budgeted and expended through the following codes:

- Purpose codes: current - consistent with the approved detail budget plan
- Vocational code: 60 (in combination with college assigned unit code

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
BUDGET ALLOCATION SUMMARY
FY 2022-23

Community College	Budget FTE	Current Operating	Career & Technical Education	State Child Care	Small Business Center
Alamance CC	4,199	$26,445,519	$244,278	$55,191	$164,469
Asheville-Buncombe TCC	5,857	37,430,980	326,115	73,179	173,382
Beaufort County CC	1,820	12,673,463	102,906	34,750	164,255
Bladen CC	1,351	10,120,846	89,776	31,587	159,335
Blue Ridge CC	2,700	18,481,135	126,426	42,593	174,879
Brunswick CC	1,992	13,473,741	75,818	34,879	167,820
Caldwell CC & TI	3,920	26,398,324	179,940	52,942	168,105
Cape Fear CC	8,784	55,589,831	415,383	99,957	176,305
Carteret CC	1,913	13,288,760	146,043	35,600	170,102
Catawba Valley CC	4,481	28,674,488	223,142	58,300	174,308
Central Carolina CC	5,255	33,899,662	328,703	64,293	173,667
Central Piedmont CC	16,340	101,749,216	782,632	173,954	175,021
Cleveland CC	3,037	19,953,025	162,663	44,163	164,041
Coastal Carolina CC	4,126	26,622,045	170,790	55,708	175,164
College of The Albemarle	2,487	17,462,794	96,600	41,689	169,032
Craven CC	3,070	20,996,594	167,929	44,755	169,817
Davidson-Davie CC	3,848	25,581,475	249,104	53,448	170,458
Durham TCC	4,878	31,397,465	222,716	62,366	171,884
Edgecombe CC	1,799	13,359,582	176,375	34,620	159,692
Fayetteville TCC	12,774	77,327,361	887,543	114,944	176,376
Forsyth TCC	7,321	46,457,022	590,164	89,812	171,100
Gaston College	4,566	30,314,231	280,356	63,701	168,676
Guilford TCC	10,462	65,480,436	830,996	112,921	174,023
Halifax CC	1,014	8,040,137	70,198	28,273	170,102
Haywood CC	1,419	10,462,971	120,893	32,373	170,387
Isothermal CC	2,016	14,037,853	170,512	38,903	163,043
James Sprunt CC	1,609	11,514,561	107,508	32,286	163,399
Johnston CC	4,084	26,592,429	193,407	56,127	170,030
Lenoir CC	3,919	24,493,590	181,671	42,324	160,904
Martin CC	814	6,906,072	98,704	26,799	163,899
Mayland CC	927	7,492,357	58,450	27,036	169,389
McDowell TCC	1,325	9,709,904	79,390	30,274	160,048
Mitchell CC	2,793	19,167,177	102,604	44,368	162,972
Montgomery CC	949	7,684,264	59,114	27,790	161,831
Nash CC	2,666	17,854,534	158,139	43,110	168,034
Pamlico CC	542	5,487,868	-	23,335	157,553
Piedmont CC	1,374	10,817,499	90,821	30,479	163,186
Pitt CC	7,172	44,910,286	622,276	88,445	172,312
Randolph CC	2,639	17,364,868	162,393	41,571	162,829
Richmond CC	2,578	17,807,720	253,495	39,613	168,034
Roanoke-Chowan CC	717	6,335,355	-	25,110	158,123
Robeson CC	3,250	20,346,940	203,986	38,967	168,676
Rockingham CC	1,701	12,143,632	103,109	34,653	164,469
Rowan-Cabarrus CC	6,569	42,103,066	358,121	73,717	165,824
Sampson CC	2,078	14,392,204	157,732	36,762	161,403
Sandhills CC	3,871	24,868,072	189,831	54,847	169,460
South Piedmont CC	3,004	20,136,689	114,963	42,582	165,681
Southeastern CC	1,754	11,926,258	134,941	31,931	162,972
Southwestern CC	2,474	17,201,502	140,060	40,796	174,808
Stanly CC	2,633	17,958,249	237,590	39,699	160,975
Surry CC	2,998	20,410,454	187,516	45,691	167,250
Tri-County CC	1,145	8,897,046	75,765	29,898	168,747
Vance-Granville CC	2,785	19,759,801	181,358	44,046	162,259
Wake TCC	21,168	129,731,531	1,043,804	209,661	177,517
Wayne CC	3,175	21,036,458	217,272	47,854	165,681
Western Piedmont CC	1,872	13,119,045	139,807	36,848	166,537
Wilkes CC	2,625	18,334,938	174,727	41,753	167,535
Wilson CC	1,749	12,273,097	123,544	34,942	172,168
TOTAL	**220,388**	**$1,444,496,422**	**$13,190,099**	**$3,038,215**	**$9,719,948**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
BUDGET ALLOCATION SUMMARY
FY 2022-23

Community College	Customized Training Business and Industry Support	Equipment	Instructional Resources	Program Specific Categoricals	Total Allotments
Alamance CC	$60,000	$935,837	$44,817		$27,950,111
Asheville-Buncombe TCC	60,000	1,256,269	55,637		39,375,562
Beaufort County CC	47,500	463,082	30,869		13,516,825
Bladen CC	50,000	377,782	28,247		10,857,573
Blue Ridge CC	50,000	641,716	36,379		19,553,128
Brunswick CC	47,500	471,391	31,828		14,302,977
Caldwell CC & TI	50,000	857,183	43,170	150,000	27,899,664
Cape Fear CC	60,000	1,794,938	78,725	1,404,503	59,619,642
Carteret CC	47,500	498,255	30,895		14,217,155
Catawba Valley CC	60,000	982,365	47,645	1,035,147	31,255,395
Central Carolina CC	60,000	1,127,487	50,734		35,704,546
Central Piedmont CC	60,000	3,055,618	133,602		106,130,043
Cleveland CC	60,000	702,922	38,064	585,000	21,709,878
Coastal Carolina CC	47,500	877,401	46,478		27,995,086
College of The Albemarle	47,500	567,493	36,216		18,421,324
Craven CC	50,000	714,000	38,057		22,181,152
Davidson-Davie CC	60,000	853,860	43,765		27,012,110
Durham TCC	60,000	997,320	50,413		32,962,164
Edgecombe CC	47,500	484,131	29,970		14,291,870
Fayetteville TCC	60,000	2,676,195	85,938	2,263,373	83,591,730
Forsyth TCC	60,000	1,581,132	68,458	300,000	49,317,688
Gaston College	60,000	979,041	51,150	1,134,720	33,051,875
Guilford TCC	60,000	2,109,554	84,128		68,852,058
Halifax CC	47,500	307,159	26,075		8,689,444
Haywood CC	47,500	388,583	28,055		11,250,762
Isothermal CC	47,500	502,963	32,710		14,993,484
James Sprunt CC	50,000	425,694	29,161	250,000	12,572,609
Johnston CC	50,000	913,681	45,014	100,000	28,120,688
Lenoir CC	50,000	890,694	37,343		25,856,526
Martin CC	47,500	259,801	25,000		7,527,775
Mayland CC	47,500	286,111	25,000	515,000	8,620,843
McDowell TCC	50,000	373,073	27,349		10,430,038
Mitchell CC	60,000	613,743	39,016		20,189,880
Montgomery CC	47,500	312,421	25,101		8,318,021
Nash CC	50,000	647,808	36,296		18,957,921
Pamlico CC	*	204,133	25,000		5,897,889
Piedmont CC	47,500	378,058	27,646		11,555,189
Pitt CC	60,000	1,549,283	64,871		47,467,473
Randolph CC	60,000	615,959	34,639		18,442,259
Richmond CC	50,000	605,989	34,086		18,958,937
Roanoke-Chowan CC	47,500	246,507	25,000		6,837,595
Robeson CC	50,000	765,512	34,202		21,608,283
Rockingham CC	50,000	425,971	30,345		12,952,179
Rowan-Cabarrus CC	60,000	1,383,112	59,326	3,489,522	47,692,688
Sampson CC	47,500	518,749	32,046		15,346,396
Sandhills CC	50,000	837,797	45,696		26,215,703
South Piedmont CC	60,000	670,241	37,540		21,227,696
Southeastern CC	47,500	439,818	28,683		12,772,103
Southwestern CC	47,500	627,314	34,118		18,266,098
Stanly CC	47,500	637,007	33,469		19,114,489
Surry CC	50,000	687,412	37,773	250,000	21,836,096
Tri-County CC	47,500	320,730	27,562		9,567,248
Vance-Granville CC	60,000	657,779	37,241		20,902,484
Wake TCC	60,000	4,176,437	153,814		135,552,764
Wayne CC	50,000	737,817	38,400		22,293,482
Western Piedmont CC	50,000	471,114	31,488		14,014,839
Wilkes CC	50,000	634,515	35,009		19,438,477
Wilson CC	50,000	444,805	30,741		13,129,297
TOTAL	**$3,002,500**	**$48,962,762**	**$2,500,000**	**$11,477,265**	**$1,536,387,211**

IV. Use of State Funds and Budget Flexibility

A. Cash Management – FOR INFORMATION ONLY

G.S. 147-86.10. Statement of policy.

It is the policy of the State of North Carolina that all agencies, institutions, departments, bureaus, boards, commissions, and officers of the State, whether or not subject to the State Budget Act, Chapter 143C of the General Statutes, shall devise techniques and procedures for the receipt, deposit, and disbursement of moneys coming into their control and custody which are designed to maximize interest-bearing investment of cash, and to minimize idle and nonproductive cash balances. This policy shall apply to the General Court of Justice as defined in Article IV of the North Carolina Constitution, the public school administrative units, and the community colleges with respect to the receipt, deposit, and disbursement of moneys required by law to be deposited with the State Treasurer and with respect to moneys made available to them for expenditure by warrants drawn on the State Treasurer. This policy shall include the acceptance of electronic payments in accordance with G.S. 147-86.22 to the maximum extent possible consistent with sound business practices. (1985, c. 709, s. 1; 1999-434, s. 2; 2006-203, s. 120.)

G.S.147-86.13. Cash management for community colleges.

All community colleges and their officers and employees are subject to the provisions of G.S. 147-86.11 with respect to moneys required by law to be deposited with the State Treasurer and with respect to moneys made available to them for expenditure by warrants drawn on the State Treasurer. (1985, c. 709, s. 1; 1987, c. 564, s. 9.)

B. Use of State Funds – FOR INFORMATION ONLY

Per G.S. 143C-6-1, all appropriations of State funds "authorize expenditures only for the (i) purposes or programs and (ii) objects or line items enumerated in the Recommended State Budget and the Budget Support Document recommended to the General Assembly by the Governor, as amended and enacted by the General Assembly in the Current Operations Appropriations Act, the Capital Improvements Appropriations Act, or any other act affecting the State budget."

While G.S. 143C-6-1 only allows colleges to use State funds for legislatively authorized purposes, G.S. 115D-31(b1) provides colleges some local flexibility to determine how much of money within each college's budget will be expended on those purposes. Per G.S. 115D-31(b1), community colleges may use "State funds allocated to it, **except for Literacy (Basic Skills) and Customized Training funds**, for any authorized purpose that is consistent with the college's Institutional Effectiveness Plan…. Each local community college shall include in its Institutional Effectiveness Plan a section on how funding flexibility allows the college to meet the demands of the local community and to maintain a presence in all previously funded categorical programs."

Colleges must exercise this flexibility consistent with other provisions of law and State Board policy, including but not limited to S.L. 2022-74, S.L. 2021-180, the State Board of Community Colleges Code, and the Accounting Procedures Manual.

Except for Basic Skills and Customized Training funds, colleges have the authority to use funds flexibly. There is not any limitation on the amount of money that may be transferred among purposes or between salaries/benefits and other costs. Likewise, colleges may transfer current operating funds to equipment and vice versa.

C. Authority to Use Funds for Campus Security

G.S. 115D-32(a).(2).a.1 places the financial responsibility for "watchmen" within the current expense portion of the tax-levying authority of each institution. In effect, this statute places the fiscal responsibility for campus security personnel upon the county commissioners. Section 8.17.(a) of S.L. 2009-451, however, authorized the State Board to revise the college funding formulas to ensure that adequate funds are available for campus security. These funds shall be used to supplement and shall not be used to supplant existing local funding for campus security.

Under this authority, the State Board authorizes each college to use up to **three percent (3%)**[12] of the State funds allocated to it through the enrollment allotment of the Institutional Support formula for FY 2022-23 campus security. The Institutional Support allotment is the portion of the State Aid allocation formula that provides funding for management, financial services, general administration, information systems, and student support services. These are all non-instructional funds. Using this authority, colleges may:

1. Hire security personnel;
2. Contract for professional security services;
3. Purchase surveillance cameras, call boxes, alert systems, and other equipment-related expenditures, <u>excluding</u> vehicles.

A college may both purchase the equipment and have it installed with these funds. These activities are not to be considered "capital improvement projects", but rather the purchase and installation of equipment. The <u>maximum amount of expenditure</u> for these purposes is on the following page.

Fiscal Management: Funds within non-instructional purpose codes (1XX, 410, 421, 422, 430, and 510) may be used for allowable uses described above. For capitalized equipment expenditures, funds **<u>must be transferred</u>** from one of these non-instructional purpose codes to Purpose Code 920.

Funds expended on campus security under this authority shall be tracked in the following:

- Vocational code: 92

[12] Per State Board of Community Colleges action on 3/18/2016 as described in FC 4.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
CAMPUS SECURITY MAXIMUM
FY 2022-23

Community College	Enrollment Allotment 2022-23	Campus Security 3.0%
Alamance CC	$6,390,997	$191,730
Asheville-Buncombe TCC	9,463,271	283,898
Beaufort County CC	1,982,710	59,481
Bladen CC	1,113,653	33,410
Blue Ridge CC	3,613,350	108,401
Brunswick CC	2,301,426	69,043
Caldwell CC & TI	5,874,010	176,220
Cape Fear CC	14,887,002	446,610
Carteret CC	2,155,039	64,651
Catawba Valley CC	6,913,543	207,406
Central Carolina CC	8,347,765	250,433
Central Piedmont CC	28,888,270	866,648
Cleveland CC	4,237,811	127,134
Coastal Carolina CC	6,255,728	187,672
College of The Albemarle	3,218,661	96,560
Craven CC	4,298,960	128,969
Davidson-Davie CC	5,740,594	172,218
Durham TCC	7,649,184	229,476
Edgecombe CC	1,943,797	58,314
Fayetteville TCC	22,280,472	668,414
Forsyth TCC	12,176,063	365,282
Gaston College	7,071,048	212,131
Guilford TCC	17,996,336	539,890
Halifax CC	489,192	14,676
Haywood CC	1,239,657	37,190
Isothermal CC	2,345,898	70,377
James Sprunt CC	1,591,727	47,752
Johnston CC	6,177,902	185,337
Lenoir CC	5,872,157	176,165
Martin CC	118,592	3,558
Mayland CC	327,981	9,839
McDowell TCC	1,065,475	31,964
Mitchell CC	3,785,679	113,570
Montgomery CC	368,747	11,062
Nash CC	3,550,348	106,510
Pamlico CC	-	-
Piedmont CC	1,156,272	34,688
Pitt CC	11,899,966	356,999
Randolph CC	3,500,317	105,010
Richmond CC	3,387,284	101,619
Roanoke-Chowan CC	-	-
Robeson CC	4,632,500	138,975
Rockingham CC	1,762,203	52,866
Rowan-Cabarrus CC	10,782,607	323,478
Sampson CC	2,460,784	73,824
Sandhills CC	5,783,213	173,496
South Piedmont CC	4,176,662	125,300
Southeastern CC	1,860,412	55,812
Southwestern CC	3,194,572	95,837
Stanly CC	3,489,199	104,676
Surry CC	4,165,544	124,966
Tri-County CC	731,935	21,958
Vance-Granville CC	3,770,855	113,126
Wake TCC	37,834,554	1,135,037
Wayne CC	4,493,525	134,806
Western Piedmont CC	2,079,066	62,372
Wilkes CC	3,474,375	104,231
Wilson CC	1,851,147	55,534
TOTAL	**$328,220,037**	**$9,846,601**

V. Tuition and Fees – FOR INFORMATION ONLY

G.S. 115D-39 authorizes the State Board of Community Colleges to fix and regulate all tuition and fees charged to students for applying to or attending any community college.

A. Curriculum Tuition Rates

S.L. 2022-74 did not include a curriculum tuition increase; therefore, tuition rates for 2022-23 shall remain at current rates:

- **Residents:** Students qualifying for in-state tuition shall be charged $76 per credit hour up to a maximum per semester of $1,216, based upon 16 credit hours of instruction.
- **Non-Residents:** Out-of-state students shall be charged $268 per credit hour up to a maximum per semester of $4,288, based upon 16 credit hours of instruction.

B. Continuing Education Registration Fees

Registration fees for continuing education courses shall be based on the course length. Continuing education registration fees for 2022-23 courses shall remain at current rates:

Course Length	Registration Fee
0-24 Hours	$70
25-50 Hours	$125
50+ Hours	$180

C. Estimated Receipts

For FY 2022-23, the budget for curriculum tuition and continuing education registration fees receipts is $286,451,539.

	Curriculum	Cont. Education	Total
FY 2021-22 Receipts Budget	$275,981,363	$11,739,927	$287,721,290
Enrollment Adjustment	(4,091,932)	2,822,181	(1,269,751)
FY 2022-23 Budgeted Receipts	**$271,889,431**	**$14,562,108**	**$286,451,539**

The following page lists each college's estimated receipts for FY 2022-23. These estimated receipts are based on each college's pro-rata share of the receipts budget based on curriculum and continuing education budget FTE.

Budgets for estimated receipts for curriculum have been calculated in total; therefore, each college will have to determine the portion of estimated receipts they anticipate collecting from out-of-state students to record on their 112 report and adjust accordingly. The total budget for estimated receipts must not exceed the amount shown. Estimated receipts must be shown in Column 2, State Budget Estimated Receipts, on college's September DCC2-112 report.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
ESTIMATED CURRICULUM TUITION AND CON ED REGISTRATION FEE RECEIPTS
FY 2022-23

Attachment FC 01

	2022-23 BFTE				2022-23 Estimated Receipts		
Community College	CU	% of Total BFTE	CE	% of Total BFTE	Curriculum	Continuing Education	Total
Alamance CC	3,271	1.9%	629	1.7%	**5,094,228**	**253,721**	**5,347,949**
Asheville-Buncombe TCC	4,943	2.8%	630	1.7%	**7,698,187**	**254,124**	**7,952,311**
Beaufort County CC	1,371	0.8%	367	1.0%	**2,135,184**	**148,037**	**2,283,221**
Bladen CC	1,077	0.6%	231	0.6%	**1,677,311**	**93,179**	**1,770,490**
Blue Ridge CC	2,100	1.2%	515	1.4%	**3,270,522**	**207,736**	**3,478,258**
Brunswick CC	1,383	0.8%	419	1.2%	**2,153,873**	**169,013**	**2,322,886**
Caldwell CC & TI	3,062	1.8%	778	2.2%	**4,768,733**	**313,823**	**5,082,556**
Cape Fear CC	7,432	4.3%	1,122	3.1%	**11,574,535**	**452,583**	**12,027,118**
Carteret CC	1,450	0.8%	373	1.0%	**2,258,218**	**150,458**	**2,408,676**
Catawba Valley CC	3,560	2.0%	781	2.2%	**5,544,314**	**315,033**	**5,859,347**
Central Carolina CC	4,117	2.4%	743	2.1%	**6,411,781**	**299,705**	**6,711,486**
Central Piedmont CC	14,310	8.2%	1,036	2.9%	**22,286,274**	**417,893**	**22,704,167**
Cleveland CC	2,246	1.3%	753	2.1%	**3,497,902**	**303,739**	**3,801,641**
Coastal Carolina CC	3,319	1.9%	632	1.8%	**5,168,983**	**254,931**	**5,423,914**
College of The Albemarle	2,016	1.2%	401	1.1%	**3,139,702**	**161,752**	**3,301,454**
Craven CC	2,301	1.3%	682	1.9%	**3,583,558**	**275,099**	**3,858,657**
Davidson-Davie CC	3,109	1.8%	438	1.2%	**4,841,931**	**176,677**	**5,018,608**
Durham TCC	3,938	2.3%	781	2.2%	**6,133,008**	**315,033**	**6,448,041**
Edgecombe CC	1,359	0.8%	382	1.1%	**2,116,495**	**154,088**	**2,270,583**
Fayetteville TCC	8,825	5.1%	3,512	9.7%	**13,743,981**	**1,416,640**	**15,160,621**
Forsyth TCC	6,489	3.7%	674	1.9%	**10,105,914**	**271,872**	**10,377,786**
Gaston College	4,062	2.3%	355	1.0%	**6,326,125**	**143,197**	**6,469,322**
Guilford TCC	8,637	4.9%	1,143	3.2%	**13,451,192**	**461,053**	**13,912,245**
Halifax CC	769	0.4%	214	0.6%	**1,197,634**	**86,321**	**1,283,955**
Haywood CC	1,150	0.7%	253	0.7%	**1,791,000**	**102,053**	**1,893,053**
Isothermal CC	1,757	1.0%	198	0.5%	**2,736,337**	**79,868**	**2,816,205**
James Sprunt CC	1,142	0.7%	433	1.2%	**1,778,541**	**174,660**	**1,953,201**
Johnston CC	3,358	1.9%	640	1.8%	**5,229,721**	**258,158**	**5,487,879**
Lenoir CC	2,075	1.2%	1,642	4.5%	**3,231,588**	**662,336**	**3,893,924**
Martin CC	632	0.4%	147	0.4%	**984,272**	**59,296**	**1,043,568**
Mayland CC	654	0.4%	217	0.6%	**1,018,534**	**87,532**	**1,106,066**
McDowell TCC	955	0.5%	277	0.8%	**1,487,309**	**111,734**	**1,599,043**
Mitchell CC	2,265	1.3%	414	1.1%	**3,527,492**	**166,996**	**3,694,488**
Montgomery CC	724	0.4%	204	0.6%	**1,127,552**	**82,288**	**1,209,840**
Nash CC	2,148	1.2%	481	1.3%	**3,345,277**	**194,022**	**3,539,299**
Pamlico CC	310	0.2%	207	0.6%	**482,791**	**83,498**	**566,289**
Piedmont CC	974	0.6%	385	1.1%	**1,516,899**	**155,298**	**1,672,197**
Pitt CC	6,362	3.6%	621	1.7%	**9,908,126**	**250,494**	**10,158,620**
Randolph CC	2,005	1.1%	454	1.3%	**3,122,570**	**183,131**	**3,305,701**
Richmond CC	1,823	1.0%	618	1.7%	**2,839,125**	**249,283**	**3,088,408**
Roanoke-Chowan CC	475	0.3%	217	0.6%	**739,761**	**87,532**	**827,293**
Robeson CC	1,763	1.0%	1,186	3.3%	**2,745,681**	**478,398**	**3,224,079**
Rockingham CC	1,362	0.8%	285	0.8%	**2,121,167**	**114,961**	**2,236,128**
Rowan-Cabarrus CC	4,993	2.9%	1,382	3.8%	**7,776,056**	**557,459**	**8,333,515**
Sampson CC	1,558	0.9%	367	1.0%	**2,426,416**	**148,037**	**2,574,453**
Sandhills CC	3,239	1.9%	485	1.3%	**5,044,391**	**195,635**	**5,240,026**
South Piedmont CC	2,099	1.2%	693	1.9%	**3,268,965**	**279,536**	**3,548,501**
Southeastern CC	1,109	0.6%	482	1.3%	**1,727,147**	**194,425**	**1,921,572**
Southwestern CC	1,933	1.1%	501	1.4%	**3,010,438**	**202,089**	**3,212,527**
Stanly CC	1,831	1.0%	698	1.9%	**2,851,584**	**281,553**	**3,133,137**
Surry CC	2,388	1.4%	505	1.4%	**3,719,051**	**203,703**	**3,922,754**
Tri-County CC	920	0.5%	192	0.5%	**1,432,800**	**77,447**	**1,510,247**
Vance-Granville CC	2,235	1.3%	465	1.3%	**3,480,770**	**187,568**	**3,668,338**
Wake TCC	17,629	10.1%	2,416	6.7%	**27,455,257**	**974,545**	**28,429,802**
Wayne CC	2,589	1.5%	426	1.2%	**4,032,087**	**171,836**	**4,203,923**
Western Piedmont CC	1,566	0.9%	222	0.6%	**2,438,875**	**89,548**	**2,528,423**
Wilkes CC	2,022	1.2%	490	1.4%	**3,149,046**	**197,652**	**3,346,698**
Wilson CC	1,389	0.8%	307	0.9%	**2,163,220**	**123,830**	**2,287,050**
TOTAL	**174,580**		**36,101**		**271,889,431**	**14,562,108**	**286,451,539**

VI. Other Budget Policy Issues – FOR INFORMATION ONLY

S.L. 2022-74 includes the following special provisions that are relevant to community colleges. See Appendix B for the full text of each provision.

- **Section 5.1.(a) Unexpended Nonrecurring Funds Appropriated in 2021-22 Fiscal Year Do Not Revert**
  Unexpended Nonrecurring funds appropriated in FY2021-22 shall not revert at the end of FY2021-22 and remain available in FY2022-23 for the purpose for which they were appropriated.

- **Section 6.8 Expand Rise Up Training and Credentialing Program**
  Directs the Community College System Office to partner with the NC Retail Merchants Association and the Retail Consumer Alliance Foundation to implement the RISE Up credentialing program.

- **Section 7.11 Interoperable and Interconnected Student Data Systems Study**
  Directs myFutureNC, in consultation with NC SEAA, DPI, CC System Office, and UNC to report on requirements necessary to create an interconnected and interoperable real-time data system.

- **Section 8.3 Recommendations on Increasing Nursing Graduates**
  Directs the Board of Governors of UNC, in collaboration with the State Board of Community Colleges to study and provide recommendations.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Labor Market Adjustment Reserve
FY 2022-23

Community College	Total Reserve included in Formula Allocations*
Alamance CC	$172,888
Asheville-Buncombe TCC	245,984
Beaufort County CC	84,598
Bladen CC	68,116
Blue Ridge CC	121,926
Brunswick CC	88,899
Caldwell CC and TI	173,892
Cape Fear CC	363,151
Carteret CC	88,281
Catawba Valley CC	186,874
Central Carolina CC	222,022
Central Piedmont CC	659,521
Cleveland CC	131,574
Coastal Carolina CC	172,912
College of the Albemarle	115,025
Craven CC	138,644
Davidson County CC	166,145
Durham TCC	207,039
Edgecombe CC	88,288
Fayetteville TCC	506,089
Forsyth TCC	304,527
Gaston College	199,075
Guilford TCC	428,463
Halifax CC	54,372
Haywood CC	69,793
Isothermal CC	93,281
James Sprunt CC	77,267
Johnston CC	174,219
Lenoir CC	160,972
Martin CC	47,060
Mayland CC	50,760
McDowell TCC	65,074
Mitchell CC	125,629
Montgomery CC	52,164
Nash CC	118,564
Pamlico CC	38,049
Piedmont CC	72,840
Pitt CC	295,150
Randolph CC	114,431
Richmond CC	117,795
Roanoke Chowan CC	43,445
Robeson CC	134,623
Rockingham CC	80,882
Rowan-Cabarrus CC	275,648
Sampson CC	94,714
Sandhills CC	163,762
South Piedmont CC	132,733
Southeastern CC	79,197
Southwestern CC	114,488
Stanly CC	118,575
Surry CC	134,647
Tri-County CC	59,653
Vance-Granville CC	130,657
Wake TCC	841,772
Wayne CC	138,030
Western Piedmont CC	86,421
Wilkes CC	121,035
Wilson CC	82,259
Total	**$9,493,894**

*NOTE: This is NOT a separate allotment. These amounts reflect the additional salary funds that have been incorporated into colleges' formula allocations through an adjustment to the formula values. This chart does NOT include benefits.

Appendix B: Relevant Excerpts from Session Law 2022-74 and 2021-180

Excerpts from S.L. 2022-74

Section 5.1(a): Unexpended Nonrecurring Funds Appropriated in 2021-2022 Fiscal Year Do Not Revert
Section 6.1(a): Expand Rise Up Training and Credentialing Program – S.L. 2021-180 rewritten
Section 6.2: Johnston Community College-Digital System to Optimize Course Scheduling
Section 6.3: Surry Community College Northern Regional Hospital MOU
Section 7.5(a): New Cooperative Innovative High Schools
Section 7.11: Interoperable and Interconnected Student Data Systems Study
Section 8.A.3(a): Temporarily Waive Compliance with Certain Selective Service Requirements and Report
Section 8.3: Recommendations on Increasing Nursing Graduates
Section 12.9(g): Water and Sewer Infrastructure Funds- Bladen Community College Project
Section 39.1: Eligible State-Funded Employees Awarded Legislative Salary Increases/Effective July1, 2022
Section 39.2(a): Labor Market Adjustment Reserve
Section 39.12: Community Colleges - Legislative Salary Increases
Section 39.18: Mitigate Bonus Leave
Section 39.19: Salary-Related Contributions Adjustment

Capital Improvement Corrections and Repairs and Renovations

Section 40.2(a)(69): Gaston College Cybersecurity
Section 40.2(a)(70): State Capital and Infrastructure Fund Corrections
Section 40.2(d): Western Piedmont Community College
Section 40.8: LGC Capital Project Ordinances

Excerpts from S.L. 2021-180

Section 4.9(k): Reversion
Section 39.12.(e): Community Colleges - $15 per hour
Section 39.22.(e): Maximum Annual Employer Contributions for State Health Plan for Teachers and State Employees

Excerpts from Session Law 2022-74

PART V. GENERAL PROVISIONS

UNEXPENDED NONRECURRING FUNDS APPROPRIATED IN 2021-2022 FISCAL YEAR DO NOT REVERT

SECTION 5.1.(a) Notwithstanding any provision of law to the contrary, any nonrecurring funds appropriated for the 2021-2022 fiscal year that remain unexpended as of the effective date of this section and are subject to reversion at the end of the 2021-2022 fiscal year shall not revert at the end of the 2021-2022 fiscal year and shall remain available for expenditure for the purpose for which the funds were appropriated until the earlier of the date the funds are expended or the date the funds revert pursuant to subsection (b) of this section.

SECTION 5.1.(b) Any funds described in subsection (a) of this section that remain unexpended as of June 30, 2023, shall revert to the appropriate fund at the end of the 2022-2023 fiscal year.

SECTION 5.1.(c) This section becomes effective June 30, 2022.

PART VI. COMMUNITY COLLEGE SYSTEM

EXPAND RISE UP TRAINING AND CREDENTIALING PROGRAM

SECTION 6.1.(a) Section 6.8 of S.L. 2021-180 reads as rewritten:

"SECTION 6.8.(a) The Community Colleges System Office shall partner with the North Carolina Retail Merchants Association and the Retail Consumer Alliance Foundation to implement the RISE Up credentialing program for the 2021-2022 2021-2023 fiscal year biennium to teach foundational skills to students attending community colleges and cooperative innovative high schools for career success in the retail industry, customer service, and sales, including which may include inventory management and profitability, as well as supply chain warehouse, inventory, and logistics. The RISE Up credentialing program provides for offers all of the following: (i) opportunities for the industry to share the skills valued in job candidates and employees, (ii) valuable skills needed in any industry, particularly customer service, sales, and skills to run a business, (iii) job readiness skills, such as resume preparation, interviewing strategies, professionalism in the workplace, and soft skills, including listening and problem solving, (iv) an understanding of the retail industry and its wide variety of jobs, and (v) preparation for students for the nearly 130,000 retail establishments and more than 1,000,000 retail jobs in North Carolina.

"SECTION 6.8.(b) The RISE Up credentialing program shall be offered to students at community colleges and cooperative innovative high schools through each partner community college with the opportunity for up to four different levels of the RISE Up credentials that include the following:

(1) Retail Industry Fundamentals.
(2) Customer Service & Sales.
(3) Operations and Profit.
(4) Supply Chain: Warehouse, Inventory, & Logistics.

"SECTION 6.8.(c) The System Office, in collaboration with the North Carolina Retail Merchants Association and the Retail Consumer Alliance Foundation, shall submit an initial

report by October December 1, 2022, and a final report by October December 1, 2023, to the Joint Legislative Education Oversight Committee, the Senate Appropriations Committee on Education/Higher Education, the House Appropriations Committee on Education, and the Fiscal Research Division on the results of implementing the RISE Up credentialing programs at partner community colleges for students at cooperative innovative high schools, programs, including at least the following information:

(1) The number of students who received or are in the process of receiving credentials, by type of credential, and student credential.

(2) Student outcomes related to the credentialing, such as subsequent internships or job placements credentialing.

(3) A list of the community colleges and cooperative innovative high schools participating in the program.

" SECTION 6.1.(b) Subsection (a) of this section applies to students enrolled at community colleges in the 2022-2023 academic year.

FUNDS FOR JOHNSTON COMMUNITY COLLEGE FOR A DIGITAL SYSTEM TO OPTIMIZE COURSE SCHEDULING

SECTION 6.2. Of the funds appropriated in this act from the General Fund to the Community College System Office for the 2022-2023 fiscal year, the Office shall allocate one hundred thousand dollars ($100,000) in nonrecurring funds to Johnston Community College to contract with a third-party entity to implement a digital system to optimize course scheduling based on predictive enrollment data. The system shall provide credentialing services to improve workforce and upskilling programs for the community college, its students, and local employers.

SURRY COMMUNITY COLLEGE NORTHERN REGIONAL HOSPITAL MOU

SECTION 6.3. Of the funds appropriated in this act from the Local Project Reserve, established pursuant to Section 2.2 of this act, to the Community Colleges System Office for the 2022-2023 fiscal year, the System Office shall allocate the sum of one million dollars ($1,000,000) in nonrecurring funds to Surry Community College to enter into a memorandum of understanding (MOU) with Northern Regional Hospital in Mount Airy, North Carolina, to train and employ up to eight licensed nurse educators. Nurse educators employed by Northern Regional Hospital with these funds shall provide clinical instruction services for nursing students on a full-time basis for affiliated nursing programs.

NEW COOPERATIVE INNOVATIVE HIGH SCHOOLS

SECTION 7.5.(a) With the funds appropriated to the Department of Public Instruction by this act for cooperative innovative high schools, the Department shall allocate to local school administrative units the sum of seven hundred thirty thousand dollars ($730,000) in recurring funds for the 2022-2023 fiscal year in amounts consistent with those set forth in Section 7.22 of S.L. 2017-57 as supplemental funding for the following cooperative innovative high schools for the 2022-2023 school year:

(1) Cabarrus Early College of Health Sciences.

(2) EDGE Academy of Health Sciences.

(3) Wake Early College of Information and Biotechnologies.

SECTION 7.5.(b) Beginning with the 2022-2023 school year and for subsequent school years thereafter, notwithstanding G.S. 115C-238.51A(c), G.S. 115C-238.54, and any other provision of law to the contrary, Cabarrus Early College of Health Sciences, EDGE Academy of Health Sciences, and Wake Early College of Information and Biotechnologies shall be permitted to operate in accordance with G.S. 115C-238.53 and G.S. 115C-238.54 as cooperative innovative high schools approved under G.S. 115C-238.51A(c) and shall be subject to the evaluation requirements of G.S. 115C-238.55.

INTEROPERABLE AND INTERCONNECTED STUDENT DATA SYSTEMS STUDY

SECTION 7.11. myFutureNC, Inc., in consultation with the North Carolina State Education Assistance Authority, the Department of Public Instruction, the Community College System Office, and The University of North Carolina System Office, in partnership with their respective public school units, community colleges, and universities, shall submit a report to the Joint Legislative Education Oversight Committee and the Fiscal Research Division no later than March 15, 2023, on requirements necessary to create an interconnected and interoperable real-time data system to facilitate communication, collection, and transition of student data between public school units, community colleges, and universities and to provide students access to their own data, including after the student leaves the institution. The goal of such a system would be to share data more efficiently among educational institutions using existing student information management systems, to assist students in earning postsecondary credentials that could assist the student in finding employment, and to eliminate redundant efforts and expenses among the institutions. The report shall include at least the following:

(1) Current instances of best practices regarding data warehouses, school district-community partnerships, and relationship management systems.

(2) Technology necessary to create such an interconnected and interoperable system and to create a working prototype.

(3) Legal considerations for sharing data across institutional systems that would conform with the Family Educational Rights and Privacy Act (FERPA), specifically focusing on student support services.

(4) Human capital and machine capabilities, such as artificial intelligence, needed to develop data and analytical capacity across institutions.

(5) Any issues that may arise with cultural views on data as an individually owned resource, as opposed to a collaborative tool.

(6) As applicable, the potential role of existing State longitudinal data systems.

TEMPORARILY WAIVE COMPLIANCE WITH CERTAIN SELECTIVE SERVICE REQUIREMENTS AND REPORT

SECTION 8A.3.(a) Notwithstanding G.S. 116-143.3(c) and G.S. 143B-421.1, for the 2022-2023 and 2023-2024 academic years only, the following shall apply: (1) A dependent relative of a member of the Armed Forces who is abiding in this State incident to active military duty pursuant to G.S. 116-143.3(c) is not required to comply with the requirements of the Selective Service System in order to be charged the in-State tuition rate in accordance with G.S. 116-143.3. (2) A person who is required to register under 50 U.S.C. § 3802 who fails to do so may receive State-supported scholarships, programs for financial assistance for postsecondary education, or loans insured by any State agency, including educational assistance authorized under Article 23 of Chapter 116 of the General Statutes.

RECOMMENDATIONS ON INCREASING NURSING GRADUATES

SECTION 8.3. No later than February 1, 2023, the Board of Governors of The University of North Carolina, in collaboration with the State Board of Community Colleges, shall study and provide recommendations to the Joint Legislative Education Oversight Committee and the Joint Legislative Oversight Committee on Health and Human Services on methods and a timeline for increasing the number of graduates from nursing programs at constituent institutions of The University of North Carolina and community colleges by at least fifty percent (50%).

Water and Sewer Infrastructure Funds

SECTION 12.9.(g) Bladen Community College Project. – Of the funds allocated by subsection (a) of this section for project grants, the Department of Environmental Quality shall transfer the sum of one million five hundred thousand dollars ($1,500,000) to the North Carolina Community College System Office to provide a grant to Bladen Community College for a water and sewer infrastructure project.

PART XXXIX. SALARIES AND BENEFITS

ELIGIBLE STATE-FUNDED EMPLOYEES AWARDED LEGISLATIVE SALARY INCREASE/EFFECTIVE JULY 1, 2022

SECTION 39.1. Section 39.1(a1) of S.L. 2021-180 reads as rewritten: House Bill 103 Session Law 2022-74 Page 163 "SECTION 39.1.(a1) Effective July 1, 2022, except as provided by subsection (b) of this section, a person (i) whose salary is set by this Part, pursuant to the North Carolina Human Resources Act, or as otherwise authorized in this act and (ii) who is employed in a State-funded position on June 30, 2022, is awarded:

(1) A legislative salary increase in the amount of ~~two and one-half percent (2.5%)~~ three and one-half percent (3.5%) of annual salary in the 2022-2023 fiscal year.
(2) Any salary adjustment otherwise allowed or provided by law."

LABOR MARKET ADJUSTMENT RESERVE

SECTION 39.2.(a) Of the Labor Market Adjustment Salary Reserve funds appropriated in this Act, agencies shall award salary adjustments to identified employees pursuant to the following requirements:

(1) Any increase provided to an employee shall not exceed the greater of fifteen thousand dollars ($15,000) or fifteen percent (15%) of their current base salary.
(2) Any increase provided to an employee may not result in the employee's salary exceeding the maximum salary of the salary range associated with the position.
(3) No more than twenty-five percent (25%) of the agency's permanent employees may receive a salary increase from the funds appropriated for this purpose.
(4) Funds may not be awarded to employees in positions with salaries set in law or paid based on an experience-based salary schedule that is eligible to receive funding from the Pay Plan Reserve.
(5) Funds must be used to increase salaries paid to employees and shall not be used to supplant other funding sources or for any other purpose.

SECTION 39.2.(b) The provisions of subsection (a) of this section do not apply to the State Highway Patrol or the State Bureau of Investigation, and no allocations shall be made to those agencies for labor market adjustments.

SECTION 39.2.(c) The Director of the Budget may adjust a State agency's budgeted receipts to provide an equivalent one percent (1%) Labor Market Adjustment Salary Reserve subject to the requirements in subsection (a) of this section, provided that sufficient receipts are available. Agency receipts needed to implement this section are appropriated for the 2022-2023 fiscal year.

SECTION 39.2.(d) The Office of State Human Resources (OSHR) shall compile a single report detailing how these funds were distributed by each agency. The OSHR shall develop a uniform reporting mechanism for agencies that displays the salary increases made for each position classification, the average increase provided to employees in each position classification, and the market-based justification for the awarded salary increases. Agencies receiving Labor Market Adjustment Salary Reserve appropriations shall report to the OSHR by September 30, 2022. By October 31, 2022, the OSHR shall submit the report containing the agency responses to the Fiscal Research Division.

COMMUNITY COLLEGES

SECTION 39.12. Section 39.12 of S.L. 2021-180 reads as rewritten:

"SECTION 39.12.(a) Community college personnel shall receive the following legislative salary increases: …

(2) Effective July 1, 2022, the State Board of Community Colleges shall provide community college faculty and non-faculty personnel with an across-the-board salary increase in the amount of ~~two and one-half percent (2.5%).~~three and one-half percent (3.5%).

…

"SECTION 39.12.(b1) The minimum salaries for nine-month, full-time curriculum community college faculty for the 2022-2023 fiscal year are as follows:

	Minimum Salary
Education Level	**2022-2023**
Vocational Diploma/Certificate or Less	~~$39,484~~ $40,254
Associate Degree or Equivalent	~~40,032~~ 40,814
Bachelor's Degree	~~42,415~~ 43,242
Master's Degree or Education Specialist	~~44,528~~ 45,397
Doctoral Degree	~~47,574~~ 48,503

MITIGATE BONUS LEAVE

SECTION 39.18. During the 2022-2023 fiscal year, State agencies, departments, institutions, the North Carolina Community College System, and The University of North Carolina may offer State employees the opportunity to use or to cash in special bonus leave benefits that have accrued pursuant to Section 28.3A of S.L. 2002-126, Section 30.12B(a) of S.L. 2003-284, Section 29.14A of S.L. 2005-276, and Section 35.10A of S.L. 2014-100, but only if all of the following requirements are met:

(1) Employee participation in the program must be voluntary.

(2) Special leave that is liquidated for cash payment to an employee must be valued at the amount based on the employee's current annual salary rate.

(3) By September 1, 2023, a report on the position characteristics of employees participating in the program shall be submitted to the respective agency head or employing agency and to the Fiscal Research Division.

SALARY-RELATED CONTRIBUTIONS ADJUSTMENT

SECTION 39.19. Section 39.22(c) of S.L. 2021-180 reads as rewritten: "SECTION 39.22.(c) Effective July 1, 2022, the State's employer contribution rates budgeted for retirement and related benefits as a percentage of covered salaries for the 2022-2023 fiscal year for teachers and State employees, State law enforcement officers (LEOs), the University and Community Colleges Optional Retirement Programs (ORPs), the Consolidated Judicial Retirement System (CJRS), and the Legislative Retirement System (LRS) are as set forth below:

	Teachers and State Employees		**State LEOs**		**ORPs**	**CJRS**		**LRS**	
Retirement	~~17.07%~~	17.38%	~~17.07%~~	17.38%	6.84%	~~39.29%~~	39.95%	~~24.27%~~	24.91%
Disability	0.10%		0.10%		0.10%	0.00%		0.00%	
Death	0.13%		0.13%		0.00%	0.00%		0.00%	
Retiree Health	6.89%		6.89%		6.89%	6.89%		6.89%	
NC 401(k)	0.00%		0.00%		0.00%	0.00%		0.00%	
Total Contribution Rate	~~24.19%~~	24.50%	~~29.19%~~	29.50%	13.83%	~~46.18%~~	46.84%	31.16%	31.80%

The following apply in this subsection:

(1) The rate for teachers and State employees and State law enforcement officers includes one ~~one-hundredth~~ hundredth percent (0.01%) for the Qualified Excess Benefit Arrangement.

(2) The rate for death benefits for teachers and State employees and State law enforcement officers includes two hundredths percent (0.02%) for the death benefits awarded by the Industrial Commission under Article 12A of Chapter 143 of the General Statutes."

PART XL. CAPITAL

STATE CAPITAL AND INFRASTRUCTURE FUND CORRECTIONS

SECTION 40.2.(a) Section 40.17(a) of S.L. 2021-180, as enacted by Section 9.1(d) of S.L. 2021-189 and amended in Section 18.1 of S.L. 2022-6, is amended by adding the following new subdivisions to read:

(69) The grant for Gaston College Cybersecurity in the sum of two million dollars ($2,000,000) for the 2021-2022 fiscal year shall be reduced to the sum of one million six hundred thousand dollars ($1,600,000) to be used for a new cybersecurity facility.

(70) The grant for Davidson-Davie Community College Training Center in the sum of fourteen million two hundred thousand dollars ($14,200,000) for the 2021-2022 fiscal year shall instead be provided in the form of grants as follows:

a. Thirteen million two hundred thousand dollars ($13,200,000) for the 2021-2022 fiscal year to be provided to Davidson-Davie Community College for a new training center.

b. One million dollars ($1,000,000) for the 2021-2022 fiscal year to be provided to Davidson County First Hope Ministries, a nonprofit corporation, to be used for capital improvements and equipment."

SECTION 40.2.(d) Funds allocated to Western Piedmont Community College pursuant to Sections 40.1(e) and (f) of S.L. 2021-180 may be used for projects that began construction or were active as of June 30, 2021.

LGC CAPITAL PROJECT ORDINANCES

SECTION 40.8. G.S. 159-13.2 reads as rewritten: "§ 159-13.2. Project ordinances.

(a) Definitions. –

…

(2) "Grant project" means a project financed in whole or in part by revenues received from the federal and/or State government or other grant or settlement funds for operating or capital purposes as defined by the grant contract.

…

(c) Adoption of Project Ordinances. – If a local government or public authority intends to authorize a capital project or a grant project by a project ordinance, it shall not begin the project until it has adopted a balanced project ordinance for the life of the project. A project ordinance is balanced when revenues estimated to be available for the project equal appropriations for the project. A project ordinance shall clearly identify the project and authorize its undertaking, identify the estimated revenues that will finance the project, and make the appropriations necessary to complete the project. A local government or public authority may incur obligations and make disbursements authorized by the budget appropriations before receiving estimated revenues and may use available fund balance from the general fund or enterprise fund associated with the project to fund the disbursements.

….

Excerpts from Session Law 2021-180

SECTION 4.9.(k) Reversion. – The funds appropriated in this act from the State Fiscal Recovery Fund shall not revert at the end of each fiscal year of the 2021-2023 fiscal biennium but shall remain available to expend until the date set by applicable federal law or guidance.

SECTION 39.12.(e) Effective July 1, 2022, no State-funded community college employee shall earn less than fifteen dollars ($15.00) per hour.

SECTION 39.22.(e) Effective July 1, 2022, the maximum annual employer contributions for the 2022-2023 fiscal year, payable monthly, by the State to the North Carolina State Health Plan for Teachers and State Employees for each covered employee or retiree are as follows:

(1) For employees, seven thousand three hundred ninety-seven dollars ($7,397).

(2) For retirees, five thousand one hundred eighteen dollars ($5,118).

Appendix C: Closing the Skills Gap Priority Occupations

Health Sciences

- Nurses
- Dental Hygienists
- Dental Assistants
- Dental Laboratory Technicians
- Occupational Therapy Assistant
- Physical Therapy Technician/Assistant
- Radiation Therapists
- Respiratory Care Therapy/Therapist
- Cardiovascular Technologists and Technicians
- Diagnostic Medical Sonographers
- Magnetic Resonance Imaging (MRI) Technology/Technician
- Nuclear Medicine Technologists
- Radiologic Technologists
- Surgical Technologists

Biological, Chemical, and Biotechnology

- Biological Technicians
- Chemical Technicians
- Chemical Plant and System Operators
- Chemical Equipment Operators and Tenders

Manufacturing, Production, and Installation

- Machinists and Precision Metal Workers
- Heavy/Industrial Equipment Maintenance Technician
- Medical Equipment Repairers
- Industrial Machine Mechanics
- Machine Maintenance Workers
- Electrical Power-Line Transmission Installers.
- Telecommunications Line Installers and Repairers

Architecture, Engineering, and Construction

- Aerospace Engineering and Operations Technicians
- Civil Engineering Technicians
- Electrical and Electronic Engineering Technicians
- Electro-Mechanical Technicians
- Industrial Engineering Technicians
- Mechanical Engineering Technicians
- Nuclear and Industrial Radiologic Technicians
- Architectural and Civil Drafters
- Electrical and Electronics Drafters
- Mechanical Drafters
- Building/Construction Finishing, Management, and Inspection.
- Plumbers, Pipefitters, and Steamfitters
- Electricians
- Heating, Air Conditioning, Ventilation and Refrigeration Maintenance Technicians (HAC, HACR, HVAC, HVACR).
- Operating Engineers and Construction Equipment Operators

Transportation

- Heavy and Tractor-Trailer Truck Drivers
- Air Transportation
- Aircraft Mechanics and Service Technicians
- Automotive Body and Related Repairers
- Automotive Service Technicians and Mechanics
- Avionics Technicians
- Bus and Truck Mechanics and Diesel Engine Specialists
- Boat Mechanics and Service Technicians
- Mobile Heavy Equipment Mechanics

Tier 1A	
Prefix	**Subject Area**
AER	Aerospace & Flight Training
AET	Aviation Electronics Technology
AHR	Air Cond/Heating/Refrig
ALT	Alternative Energy
ARC	Architecture
ARS	Automotive Restoration
ASM	Aerostructure
ATC	Anesthesia Technology
ATR	Automation and Robotics
ATT	Alternative Transportation Technology
AUB	Automotive Body Repair
AUC	Automotive Customizing Tech
AUT	Automotive
AVI	Aviation Maintenance
BAT	Building Automation Tehcnology
BMS	Boat Manufacture & Service
BMT	Biomedical Equipment
BPM	Bioprocess Manufactur
BPR	Blueprint Reading
BST	Breast Sonography
BTB	Boat Building
BTC	Biotechnology
CAR	Carpentry
CAT	Computed Tomography
CEG	Civil Engineering and Geomatic
CET	Comp Engineer Tech
CIT	Cardiovascular/Vascular Interv
CIV	Civil Engineer Tech
CMT	Construction Mgt.
CST	Construction
CTR	Clinical Trials Research
CVS	Cardiovascular Sonography
DDF	Design Drafting
DEN	Dental
DFT	Drafting
DLT	Dental Laboratory Technology
DOS	Medical Dosimetry
EGR	Engineering
ELC	Electricity
ELN	Electronics
ELT	Electric Lineman
EPP	Electrical Power Prod
EUS	Electric Utility Substation
FMW	Facility Maintenance
HEO	Heavy Equip Oper
HET	Heavy Equipment Maintenance
HYD	Hydraulics & Pneumatics
ICT	Invasive Cardiovascular Tech
ICV	Interventional Cardiac & Vascu
IMG	Imaging
ISC	Industrial Science

Tier 1A	
Prefix	**Subject Area**
LDD	Light Duty Diesel
LEO	Lasers and Optics
MAC	Machining
MAM	Mammography
MCM	Motorcycle Mechanics
MCO	Mission Critical Operations
MEC	Mechanical
MNT	Maintenance
MPS	Marine Propulsion Systems
MRI	Magnetic Resonance Imaging
MRN	Marine
MSC	Marine Science
MSK	Musculoskeletal Sonography
MSP	Medical Product Safety and Pharmacovigilance
NAN	Nanotechnology
NCT	Non-Invasive Cardiovascular Te
NDE	Nondestru Exam Tech
NMT	Nuclear Medicine
NUC	Nuclear Maintenance
NUR	Nursing
OTA	Occupational Therapy Assistant
PCI	Process Control Instrum
PET	Positron Emission Tomography
PFT	Pipe Fitting
PLA	Plastics
PLU	Plumbing
PME	Power Mechanics
PTA	Physical Therapist Assistant
PTC	Pharmaceutical Tech
RAD	Radiography
RCP	Respiratory Care
RCT	Race Car Technology
REF	Refrigeration
RTT	Radiation Therapy Technology
RVM	Recreational Vehicle Maint
SFA	Surgical First Assistant
SON	Medical Sonography
SRV	Surveying
SST	Sustainability
STP	Central Sterile Processing
SUR	Surgical Technology
TCT	Telecommunication Tech
TDP	Three Dimensional Printing
TEL	Telecom Install & Maint
TNE	Telecom & Ntwk Engin Te
TRN	Transportation Technology
TRP	Truck Driver Training
UAS	Unmanned Aircraft Systems
WAT	Water & Wastewater Trt
WLD	Welding

Tier 1B	
Prefix	**Subject Area**
AMC	Advanced Medical Coding
ANS	Animal Science
BDF	Brewing, Distillation and Fermentation
BIO	Biology
BPA	Baking and Pastry Arts
CAB	Cabinetmaking
CHM	Chemistry
CIM	Cancer Information Management
CPT	Chemical Process Technology
CSC	Computer Science
CTC	Chemical Technology
CTI	Computer Technology Integration
CTS	Computer Information Technology
CUL	Culinary
CYT	Cytotechnology
DEA	Digital Effects & Animation
DET	Dietetic Technician
DIA	Dialysis Technology
DME	Digital Media
EDT	Electroneurodiagnostic Tech
EMS	Emergency Medical Science
ENV	Environmental Science
FUR	Furniture
GIS	Geographic Info Syst
GSM	Gunsmithing
HBI	Healthcare Business Infomatics
HIT	Health Information Technology
HPC	High performance Computing
HPT	Historical Preservation
HTO	Histotechnology
LBT	Laboratory Technology
LID	Low Impact Development
MAS	Masonry
MAT	Mathematics (100+)
MED	Medical Assisting
MLT	Medical Laboratory Technology
MSM	Motorsports Mgt
MTH	Massage Therapy
NAS	Nursing Assistant
NET	Networking Technology
NOS	Network Operating Systems
OPH	Opticianry
OSA	Ophthalmic Surgical Assistant
PBT	Phlebotomy
PHM	Pharmacy
PHY	Physics
PPM	Poultry Proc Mach Tech
PPT	Pulp & Paper Tech
PSG	Polysomnography
REH	Rehabilitation Assistant
SEC	Information Systems Security

Tier 1B	
Prefix	**Subject Area**
SGD	Simulation & Game Development
SGR	Scientific Graphics
SIM	Healthcare Simulation Tech
SLP	Speech-Language Pathology Asst
UPH	Upholstery
VEN	Viticulture/Enology
VET	Veterinary Medical Technology
WPP	Wood Products

Tier 2	
Prefix	**Subject Area**
AAI	Animal Assisted Interactions
ACA	Academic Related
ACC	Accounting
ACM	Animal Care and Management
AGR	Agriculture
AIB	American Institute of Banking
ANT	Anthropology
APS	Automotive Parts Sales
AQU	Aquaculture
ARA	Arabic
ART	Art
ASL	American Sign Language
AST	Astronomy
AUM	Automotive Management
BAF	Banking and Finance
BAR	Barbering
BAS	Business Analytics
BPT	Broadcast Production
BUS	Business
CCT	Cyber Crime Technology
CHI	Chinese
CIS	Information Systems
CJC	Criminal Justice
COE	Cooperative Education
COM	Communication
COS	Cosmetology
CRT	Court Reporting
CSV	Customer Service
DAN	Dance
DBA	Database Management Technology
DDT	Developmental Disabilities
DES	Design: Creative
DMA	Developmental Math
DMS	Developmental Math Shells
DRA	Drama/Theatre
DRE	Developmental Reading/English
ECM	Electronic Commerce
ECO	Economics
EDU	Education
EFL	English As A Foreign Language

Tier 2	
Prefix	**Subject Area**
EHS	Environmental Health And Safety
ENG	English
ENT	Entertainment Technologies
EPD	Environmental Plan & Dev
EPT	Emergency Preparedness Technology
EQU	Equine
ETR	Entrepreneurship
FBG	Fiberglass and Moldmaking
FIP	Fire Protection
FLO	Floral Design
FOR	Forest Management
FPR	Food Processing
FRE	French
FSD	Fire Sprinkler Design
FSE	Funeral Service
FST	Food Service Technology
FVP	Film and Video Production
FWL	Fish and Wildlife
GAM	Gaming Management
GCM	Golf Course Management
GEL	Geology
GEO	Geography
GER	German
GRA	Graphic Arts
GRD	Graphic Design
GRO	Gerontology
HCI	Healthcare Interpreting
HCT	Health Care Technology
HEA	Health
HFS	Health and Fitness Science
HIS	History
HMT	Healthcare Management
HOR	Horticulture
HRM	Hotel and Restaurant Management
HSC	Health Sciences
HSE	Human Services
HUC	Health Unit Coordinator
HUM	Humanities
IEC	Import Export Compliance
ILT	Industrial Laboratory Technology
IMS	Integrated Math/Science
INS	Insurance
INT	International Business
IPP	Interpreter Preparation Program
IRI	Irish
ITA	Italian
ITL	Intelligence Studies
ITN	Internet Technologies
IVS	Invasive Species Management
JOU	Journalism
JPN	Japanese
LAR	Landscape Architecture
LAT	Latin
LDR	Leadership Studies
LEX	Legal Education
LIB	Library Resources
LOG	Logistics Management
LSG	Landscape Gardening
MAT	Mathematics (below 100)
MEG	Metal Engraving
MIT	Media Integration

Tier 2	
Prefix	**Subject Area**
MKT	Marketing and Retailing
MLG	Metallurgical Science
MSI	Military Science
MUS	Music
NPO	Nonprofit Leadership and Mgt
NUT	Nutrition
ODL	Outdoor Leadership
OMT	Operations Management
OSS	Operating Systems
OST	Office Systems Technology
PAD	Public Administration
PCC	Professional Crafts: Clay
PCD	Professional Crafts: Design
PCF	Professional Crafts: Fiber
PCJ	Professional Crafts: Jewelry
PCR	Professional Crafts
PCS	Professional Crafts: Sculpture
PCW	Professional Crafts: Wood
PED	Physical Education
PFN	Photofinishing
PHI	Philosophy
PHO	Photography
PHS	Physical Science
PKG	Packaging
PMT	Project Management Technology
POL	Political Science
POR	Portuguese
POS	Postal Service
PRN	Printing
PSF	Physical Fitness Technology
PSY	Psychology
PTE	Pathways to Employment
REA	Real Estate Appraisal
REC	Recreation
RED	Reading
REL	Religion
RLS	Real Estate
RSM	Resort and Spa Management
RUS	Russian
SAB	Substance Abuse
SCI	Science
SOC	Sociology
SPA	Spanish
SPI	Spanish Interpreter
SSM	Shooting and Hunting Sports Management
SWK	Social Work
TAT	Travel and Tourism
TEX	Textiles
TOM	Trucking Operations Management
TRE	Therapeutic Recreation
TRF	Turfgrass Management
TXY	Taxidermy
TRL	Trails
VWR	Voice Writing Realtime Reporting
WBL	Work-Based Learning
WEB	Web Technologies
WOL	Wheels of Learning
WWK	Woodworking
ZAS	Zoo and Aquarium Science Technology
SSS	Shared Record (only used to report FTE adjustments)
ZZZ	Error Correction (only used to report FTE adjustments)

TIER 1A

Course ID	Course Title
AER-3211	Aircraft Dispatcher
AET-3122	Aircraft Electrical System-Adv
AET-3124	Airframe Systems
AET-3130	Engine Electrical Systems
AET-3224	Adv. Avionics Wiring & Trouble
AVI-3009	Aircraft Structural Training
AVI-3010	Aviation Maint. - Power Plant
AVI-3011	Aviation Maintenance - General
AVI-3012	Aviation Maint. - Airframe
AVI-3014	Aircraft Structural Repairs
BTC-3200	Biowork: Process Technician
CSC-3154	Software Development
CST-3110	Construction Core Skills
DEN-3300	Dental Assisting
ELS-3018	Electrical Lineman
HET-3125	Fleet Maintenance Technician
MEC-3187	Composite Technology Level I
MNT-3112	Forklift Maintenance Tech
MSK-3100	Musculoskeletal Sonography
NDE-3121	Ultrasonic Testing
NDE-3153	Electromagnetic Testing
RAD-2100	Mammography
SUR-3010	Surgical Technologist
TCT-3200	Telecommunications Tower Tech
TRA-3607	Truck Driver Training
UAS-3200	Unmanned Aerial Vehicle Maint

TIER 1B

Course ID	Course Title
AHR-3131	HVAC: Heating, Air Condition
APP-3200	Apprentice: HVAC
APP-3505	Apprentice: Carpentry
APP-3601	Apprentice: Sheet Metal
APP-3612	Apprentice: Electrical
APP-3618	Apprentice: Maint. Mechanic
APP-3701	Apprentice: Plumber
ATR-3115	Mechatronics
AUT-3108	Marine Engine Repair
AUT-3109	Auto Body Repair
AUT-3137	Automotive Mechanics
CAR-3108	Carpentry: Core Skills
CAR-3112	Building Construction Trades
CAR-3124	Carpentry: Framing
CAR-3200	Construction Management
CAT-3100	Computed Tomography
CJC-3941	Detention Officer Cert.
CSC-3110	Computer Programming
CSC-3118	Swift Programming I
CSC-3218	Swift Programming II
CTS-3255	IT Support Technician
EDT-3100	Intraoperative Neuromonitoring
EGY-3002	Photovoltaic (PV) Technology
ELC-3014	Electricity : Basic
ELC-3119	Commercial/Residential Wiring
ELN-3025	Solid State Electronics
EMS-3163	Basic Anat & Physiology
FIS-3108	Marine Engine Repair
FSD-3100	Fire Sprinkler Installation
HEO-3100	Heavy Equipment Operations
HPT-3200	Historical Carpentry
HPT-3300	Historical Construction Meth
HPT-3400	Historical Specialized Trades
ISC-3138	Electro-Mechanical Skills
MEC-3010	Machining Technology
MNT-3065	Maintenance Mechanics
MNT-3111	Manufacturing Production Tech.
MNT-3200	Alarm System Installation
NUR-3354	Magnetic Resonance Image/MRI
PLU-3020	Pipe Fabrication
PLU-3024	Plumbing
REF-3100	Ammonia Refrigeration
TCT-3102	Network Cable Installation
TCT-3105	Broadband Communications
WLD-3106	Welding

TIER 2

Course ID	Course Title
ACM-3100	Animal Care and Handling
AUT-3200	Small Engine Mechanic
BAR-3100	Registered Barber
BAS-3120	Business Analytics
BSP-4002	Transition English
BSP-4003	Transition Math
BSP-4010	Transition Digital Skills
BSP-4011	Transition Digital Skills Apps
CAB-3100	Cabinetmaking
CCT-3110	Cybersecurity
CJC-3938	Basic Law Enforcement BLET
CJC-4004	Search & Rescue Fundamentals
CJC-5001	Crime Scene Technician
CJC-5034	Basic Correctional Officer
CJC-5055	Security and Enforcement Trng
CJC-5060	Animal Handling and Control
COM-3800	Braille Reading & Writing
COM-3801	Braille Tactile Graphics
COS-3101	Manicurist
COS-3102	Esthetician
COS-3104	Natural Hair Care Specialist
COS-3201	Cosmetology
COS-3206	Cosmetology Instructor Trng
CTR-3110	Clinical Research Specialist
DIA-3100	Dialysis Technology
EMS-4100	Emergency Med Responder Initia
EMS-4103	EMR to EMT Bridge
EMS-4200	Emergency Med Tech Initial
EMS-4300	Adv Emergency Med Tech Initial
EMS-4303	AEMT to Paramedic Bridge
EMS-4400	Paramedic Initial
EMS-4600	Critical Care Transport
FIP-xxxx	Firefighter 1 and 2 Certification Courses
FUR-3300	Furniture Technology
HEA-3009	Nutritional Dietary Mgr. Trng
HEA-3021	Massage Therapy
HEA-3121	NC Community Health Worker
HEO-3150	NCDOT HWY Const Trade Academy
HIT-3700	Electronic Health Records
HOS-3042	Environmental Services Mgmt
HOS-4040	Hotel & Lodging Operations
HSE-3300	Direct Support Professional
ICT-3100	Heart and Vascular Invasive
ICV-3111	Cardiovascular Tech/Monitoring
LEX-3110	Certified Paralegal
LEX-3200	Court Reporting
LOG-3400	Distribution and Logistic Mgmt
MAS-3002	Masonry
MED-3002	Central Sterile Processing
MED-3004	Sleep Disorders Technician
MED-3200	Critical Care Transport
MED-3300	Medical Assisting
MLA-3022	Phlebotomy Experience
MNT-3000	NC Manufacturing Cert.
MNT-3066	Apartment Maint. Tech (CAMT)
MNT-3067	Healthcare Facilities Mgmt
NET-3100	Networking Technology
NUR-3218	Home Care Nurse Aide
NUR-3240	Nurse Aide Level I
NUR-3241	Nurse Aide Level II
NUR-3252	Geriatric Nurse Aide
OPT-3020	Ophthalmic Assistant
OSC-3608	Health Unit Coordinator
PHM-3250	Pharmacy Technician Training
PHM-3260	Sterile Preparation Technician
PSF-3100	Sports Medicine Technology
PSY-3000	Psychiatric Technician LI
UPH-3000	Furniture Fundamentals
UPH-3100	Manual Cutting
UPH-3101	Sewing
UPH-3102	Inside Upholstery
UPH-3106	Pattern Making
UPH-3107	Spring Up
UPH-3108	Outside Upholstery
UPH-3110	Intro to Upholstery
UPH-3161	Automated Cutting
UPH-3168	Automated Cutting CAD
WEB-3151	Mobile Application Dev I

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2022-23 "Quality" Performance-Based Funding

	Developmental English Subsequent Success		Developmental Math Subsequent Success		First Year Progresssion		Curriculum Completion	
College	Pot. PBF $	Act. PBF $	Pot. PBF $	Act. PBF $	Pot. PBF $	Act. PBF $	Pot. PBF $	Act. PBF $
Alamance CC	52,299	45,631	52,299	49,635	61,701	8,143	58,850	1,954
Asheville-Buncombe TCC	62,037	12,873	62,037	28,560	85,029	0	81,305	0
Beaufort County CC	17,746	10,248	17,746	18,483	17,276	20,433	19,941	9,515
Bladen CC	12,985	11,167	12,985	16,268	14,279	10,075	16,112	8,223
Blue Ridge CC	29,864	12,692	29,864	18,876	38,783	23,427	29,425	24,419
Brunswick CC	27,700	32,825	27,700	34,965	23,916	18,210	22,226	19,367
Caldwell CC and TI	49,341	29,851	49,341	51,575	53,474	19,815	47,252	24,116
Cape Fear CC	121,766	70,015	121,766	104,535	121,286	90,503	103,074	62,871
Carteret CC	25,248	7,574	25,248	3,716	18,334	11,447	26,740	28,293
Catawba Valley CC	73,290	81,169	73,290	77,577	66,930	69,308	74,391	65,439
Central Carolina CC	49,125	17,439	49,125	23,636	76,979	37,122	86,733	60,101
Central Piedmont CC	308,887	244,793	308,887	231,374	257,086	206,191	270,312	84,122
Cleveland CC	26,907	14,799	26,907	20,459	31,497	32,296	38,681	38,842
Coastal Carolina CC	63,841	67,512	63,841	67,696	55,237	47,386	53,937	56,399
College of The Albemarle	41,406	42,855	41,406	30,312	39,136	23,839	42,795	41,019
Craven CC	40,324	24,598	40,324	24,575	35,257	35,973	38,224	36,797
Davidson-Davie CC	56,555	49,486	56,555	51,006	55,354	47,486	52,165	68,182
Durham TCC	71,415	33,565	71,415	38,537	60,702	23,110	56,622	1,175
Edgecombe CC	10,027	11,155	10,027	2,989	10,107	3,130	18,455	12,635
Fayetteville TCC	132,442	61,917	132,442	31,736	125,987	16,628	126,900	82,143
Forsyth TCC	108,709	80,988	108,709	87,993	100,543	57,162	97,475	70,781
Gaston College	78,556	49,294	78,556	34,535	84,207	84,207	80,277	52,963
Guilford TCC	136,842	60,895	136,842	62,999	157,483	98,327	101,531	68,249
Halifax CC	18,178	15,270	18,178	0	12,869	14,763	16,341	16,477
Haywood CC	21,929	16,502	21,929	16,550	18,804	11,359	20,398	26,831
Isothermal CC	17,890	15,788	17,890	6,312	28,970	28,382	24,626	25,546
James Sprunt CC	16,519	14,578	16,519	17,890	19,274	19,176	17,655	13,333
Johnston CC	55,833	31,266	55,833	39,926	71,279	49,931	76,963	62,912
Lenoir CC	30,297	21,284	30,297	30,183	30,733	2,028	36,624	14,741
Martin CC	14,211	6,111	14,211	10,913	15,337	4,438	12,113	9,801
Mayland CC	7,719	0	7,719	2,855	13,868	10,700	14,455	3,299
McDowell TCC	14,644	14,644	14,644	6,300	15,396	11,332	15,141	7,476
Mitchell CC	57,853	24,154	57,853	21,613	69,281	51,345	59,707	50,293
Montgomery CC	8,801	2,310	8,801	5,845	6,111	3,815	17,027	18,369
Nash CC	39,386	2,068	39,386	35,002	37,490	23,027	39,881	1,986
Pamlico CC	3,246	2,832	3,246	3,044	4,172	0	7,656	5,750
Piedmont CC	17,457	17,021	17,457	2,931	18,569	12,348	23,883	0
Pitt CC	80,071	30,827	80,071	34,748	75,040	56,756	85,419	28,355
Randolph CC	42,344	35,569	42,344	24,048	41,428	10,094	51,137	23,977
Richmond CC	35,419	30,283	35,419	41,500	21,918	12,238	32,339	29,253
Roanoke-Chowan CC	5,915	8,251	5,915	5,893	5,582	7,310	9,656	7,132
Robeson CC	23,661	8,873	23,661	14,375	25,562	10,381	30,054	11,722
Rockingham CC	29,071	13,518	29,071	16,675	30,263	5,530	28,968	12,020
Rowan-Cabarrus CC	116,933	54,959	116,933	23,166	121,580	63,567	93,075	66,813
Sampson CC	23,661	21,058	23,661	14,509	24,445	27,175	21,769	20,956
Sandhills CC	43,642	24,658	43,642	22,397	54,061	62,568	60,222	42,480
South Piedmont CC	49,630	0	49,630	2,809	63,699	33,305	55,936	33,887
Southeastern CC	18,755	12,660	18,755	15,252	13,222	9,933	21,997	22,818
Southwestern CC	29,143	23,314	29,143	26,339	27,383	14,039	31,996	15,135
Stanly CC	29,215	18,698	29,215	28,719	35,375	39,146	32,339	32,205
Surry CC	49,846	23,428	49,846	26,428	47,598	19,571	48,737	16,583
Tri-County CC	14,932	18,926	14,932	9,354	14,749	17,819	15,598	2,977
Vance-Granville CC	43,715	20,109	43,715	3,629	37,255	36,120	50,051	35,098
Wake TCC	303,910	174,748	303,910	176,038	280,238	229,027	259,056	142,965
Wayne CC	47,826	47,467	47,826	30,320	39,371	29,778	45,595	58,082
Western Piedmont CC	32,101	43,818	32,101	36,825	27,207	19,335	25,311	21,320
Wilkes CC	38,088	31,042	38,088	43,334	33,612	14,161	45,538	22,297
Wilson CC	20,847	4,222	20,847	11,722	27,676	20,090	29,314	16,786
	3,000,000	**1,903,597**	**3,000,000**	**1,919,481**	**3,000,000**	**1,964,805**	**3,000,000**	**1,837,280**

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2022-23 "Quality" Performance-Based Funding

	Licensure Passing Rates		College Transfer Performance		(excluding Basic Skills) Total Quality PBF$		Basic Skills Student Progress	
College	Pot. PBF $	Act. PBF $	Pot. PBF $	Act. PBF $	Pot. PBF $	Actual PBF$	Pot. PBF $	Actual PBF $
Alamance CC	54,702	42,078	50,767	44,297	330,618	191,738	161,413	161,565
Asheville-Buncombe TCC	100,314	128,608	82,714	64,874	473,436	234,915	147,555	90,611
Beaufort County CC	28,707	15,458	25,463	15,977	126,879	90,114	42,159	19,120
Bladen CC	24,720	0	16,606	9,280	97,687	55,013	29,472	23,495
Blue Ridge CC	46,250	47,605	28,151	25,391	202,337	152,410	62,652	48,474
Brunswick CC	29,345	23,326	26,412	21,492	157,299	150,185	48,404	60,266
Caldwell CC and TI	58,051	62,091	55,195	35,714	312,654	223,162	61,677	50,268
Cape Fear CC	105,895	104,731	126,680	86,937	700,467	519,592	171,953	136,271
Carteret CC	50,715	57,031	17,555	0	163,840	108,061	41,964	37,590
Catawba Valley CC	45,293	38,491	96,789	90,147	429,983	422,131	110,081	60,777
Central Carolina CC	81,973	53,147	55,353	59,152	399,288	250,597	171,758	121,440
Central Piedmont CC	128,701	145,673	304,602	322,520	1,578,475	1,234,673	511,760	247,951
Cleveland CC	48,482	40,668	46,971	21,644	219,445	168,708	15,029	21,873
Coastal Carolina CC	64,909	58,489	56,461	43,730	358,226	341,212	143,847	188,014
College of The Albemarle	45,133	48,439	40,962	26,505	250,838	212,969	32,985	19,079
Craven CC	49,918	41,507	44,915	20,696	248,962	184,146	55,040	50,544
Davidson-Davie CC	122,800	105,707	42,385	36,567	385,814	358,434	185,225	162,094
Durham TCC	54,862	63,101	71,011	55,695	386,027	215,183	184,054	10,196
Edgecombe CC	36,681	0	17,397	12,792	102,694	42,701	51,332	76,396
Fayetteville TCC	103,503	65,590	125,890	62,945	747,164	320,959	402,264	270,442
Forsyth TCC	89,788	60,845	105,488	52,744	610,712	410,513	133,307	39,679
Gaston College	52,469	41,706	63,736	27,494	437,801	290,199	115,546	47,412
Guilford TCC	116,262	72,823	116,242	62,680	765,202	425,973	294,135	156,596
Halifax CC	22,965	841	9,805	7,017	98,336	54,368	24,593	7,389
Haywood CC	24,401	14,837	15,183	6,252	122,644	92,331	29,277	31,999
Isothermal CC	25,198	24,829	30,207	19,250	144,781	120,107	46,453	17,011
James Sprunt CC	21,849	2,241	15,657	0	107,473	67,218	39,621	893
Johnston CC	91,542	76,453	50,925	61,909	402,375	322,397	83,927	45,864
Lenoir CC	63,314	51,486	48,711	29,131	239,976	148,853	108,910	105,331
Martin CC	9,569	3,085	7,275	8,630	72,716	42,978	34,352	5,806
Mayland CC	22,327	19,219	10,596	5,194	76,684	41,267	24,397	22,862
McDowell TCC	22,487	18,451	12,810	2,889	95,122	61,092	46,453	27,436
Mitchell CC	60,922	41,284	46,655	38,879	352,271	227,568	77,096	72,029
Montgomery CC	16,586	3,098	8,224	12,417	65,550	45,854	28,496	5,860
Nash CC	39,870	21,761	37,640	36,902	233,653	120,746	27,911	17,454
Pamlico CC	3,509	1,787	4,586	0	26,415	13,413	12,101	3,250
Piedmont CC	26,793	30,915	9,647	1,324	113,806	64,539	31,033	2,681
Pitt CC	70,810	30,088	138,542	82,854	529,953	263,628	93,686	89,464
Randolph CC	31,418	15,076	26,886	22,669	235,557	131,433	91,734	77,608
Richmond CC	38,116	24,852	37,324	23,785	200,535	161,911	110,471	32,363
Roanoke-Chowan CC	16,427	6,138	8,224	3,548	51,719	38,272	11,711	2,859
Robeson CC	61,719	31,199	17,080	8,540	181,737	85,090	116,912	54,449
Rockingham CC	30,301	22,975	22,300	14,429	169,974	85,147	57,578	27,951
Rowan-Cabarrus CC	140,024	56,933	77,495	69,897	666,040	335,335	94,076	72,522
Sampson CC	32,375	3,439	29,100	25,676	155,011	112,813	111,447	121,598
Sandhills CC	30,780	9,696	60,256	48,441	292,603	210,240	84,317	52,174
South Piedmont CC	44,336	0	26,728	27,514	289,959	97,515	120,621	101,707
Southeastern CC	32,215	18,291	20,876	18,420	125,820	97,374	102,469	36,947
Southwestern CC	28,069	21,077	32,105	3,777	177,839	103,681	35,327	12,505
Stanly CC	39,232	24,143	31,156	24,742	196,532	167,653	83,927	44,367
Surry CC	50,715	44,213	39,538	35,662	286,280	165,885	55,626	49,881
Tri-County CC	16,427	16,186	21,825	11,768	98,463	77,030	37,084	30,921
Vance-Granville CC	59,008	26,802	42,385	34,905	276,129	156,663	44,501	29,960
Wake TCC	144,649	126,104	312,194	342,801	1,603,957	1,191,683	657,949	525,741
Wayne CC	41,944	31,343	43,966	25,862	266,528	222,852	130,575	83,127
Western Piedmont CC	32,056	32,408	29,733	25,361	178,509	179,067	58,944	51,472
Wilkes CC	45,133	30,915	34,477	22,985	234,936	164,734	62,848	56,888
Wilson CC	23,441	4,121	22,144	7,164	144,269	64,105	49,965	18,532
	3,000,000	**2,203,400**	**3,000,000**	**2,309,867**	**18,000,000**	**12,138,430**	**6,000,000**	**4,039,054**

College	Developmental English Subsequent Success # of Successful Students	Developmental English Subsequent Success $42.82 per student PBF $	Developmental Math Subsequent Success # of Successful Students	Developmental Math Subsequent Success $56.16 per student Prod. PBF $	First Year Progresssion # of Successful Students	First Year Progresssion $30.28 per student Prod. PBF $	Curriculum Completion # of Successful Students	Curriculum Completion $39.66 per student Prod. PBF $
Alamance CC	488	20,898	382	21,453	632	19,136	495	19,630
Asheville-Buncombe TCC	438	18,757	359	20,161	821	24,858	667	26,452
Beaufort County CC	150	6,423	148	8,312	223	6,752	199	7,892
Bladen CC	121	5,182	110	6,178	166	5,026	152	6,028
Blue Ridge CC	233	9,978	182	10,221	439	13,292	302	11,977
Brunswick CC	289	12,376	236	13,254	271	8,205	232	9,201
Caldwell CC and TI	419	17,943	396	22,239	583	17,652	456	18,084
Cape Fear CC	1,014	43,423	882	49,533	1,407	42,601	994	39,420
Carteret CC	188	8,051	123	6,908	206	6,237	293	11,620
Catawba Valley CC	748	32,032	583	32,741	825	24,979	774	30,695
Central Carolina CC	374	16,016	294	16,511	868	26,281	908	36,009
Central Piedmont CC	2,794	119,648	2,024	113,668	2,986	90,409	2,373	94,107
Cleveland CC	224	9,592	194	10,895	390	11,808	434	17,211
Coastal Carolina CC	636	27,236	489	27,462	642	19,438	549	21,772
College of the Albemarle	416	17,814	296	16,623	450	13,625	467	18,520
Craven CC	340	14,560	253	14,208	432	13,080	395	15,665
Davidson-Davie CC	529	22,653	420	23,587	655	19,832	601	23,834
Durham TCC	569	24,366	428	24,036	648	19,620	469	18,599
Edgecombe CC	100	4,282	50	2,808	108	3,270	188	7,456
Fayetteville TCC	1,046	44,793	641	35,999	1,252	37,908	1,220	48,382
Forsyth TCC	962	41,196	734	41,221	1,098	33,245	925	36,683
Gaston College	666	28,520	439	24,654	1,041	31,519	816	32,361
Guilford TCC	1,067	45,692	761	42,738	1,747	52,895	908	36,009
Halifax CC	168	7,194	60	3,370	163	4,935	179	7,099
Haywood CC	197	8,436	154	8,649	213	6,449	233	9,240
Isothermal CC	169	7,237	100	5,616	351	10,627	266	10,549
James Sprunt CC	156	6,680	137	7,694	235	7,115	177	7,019
Johnston CC	465	19,913	379	21,285	833	25,221	825	32,717
Lenoir CC	267	11,434	237	13,310	312	9,447	352	13,959
Martin CC	114	4,882	106	5,953	166	5,026	132	5,235
Mayland CC	44	1,884	46	2,583	168	5,087	141	5,592
McDowell TCC	145	6,209	86	4,830	182	5,511	153	6,068
Mitchell CC	453	19,399	326	18,308	820	24,828	651	25,817
Montgomery CC	65	2,784	61	3,426	70	2,119	194	7,694
Nash CC	257	11,006	279	15,669	425	12,868	335	13,285
Pamlico CC	31	1,328	26	1,460	41	1,241	85	3,371
Piedmont CC	171	7,323	85	4,774	218	6,601	207	8,209
Pitt CC	607	25,994	445	24,991	858	25,978	761	30,179
Randolph CC	392	16,787	262	14,714	434	13,141	489	19,393
Richmond CC	332	14,217	308	17,297	245	7,418	350	13,880
Roanoke Chowan CC	67	2,869	50	2,808	73	2,210	99	3,926
Robeson CC	178	7,623	140	7,862	264	7,993	260	10,311
Rockingham CC	231	9,892	183	10,277	314	9,507	265	10,509
Rowan-Cabarrus CC	935	40,040	587	32,966	1,367	41,390	937	37,159
Sampson CC	224	9,592	153	8,592	307	9,295	235	9,320
Sandhills CC	364	15,588	271	15,219	689	20,861	628	24,905
South Piedmont CC	307	13,147	238	13,366	728	22,042	585	23,200
Southeastern CC	164	7,023	139	7,806	153	4,632	236	9,359
Southwestern CC	269	11,519	228	12,804	309	9,356	317	12,571
Stanly CC	252	10,791	228	12,804	450	13,625	356	14,118
Surry CC	401	17,172	311	17,466	525	15,896	463	18,361
Tri-County CC	162	6,937	100	5,616	189	5,722	146	5,790
Vance-Granville CC	349	14,945	197	11,064	455	13,776	504	19,987
Wake TCC	2,536	108,600	1,877	105,412	3,278	99,250	2,446	97,002
Wayne CC	467	19,998	308	17,297	452	13,686	501	19,868
Western Piedmont CC	355	15,202	262	14,714	318	9,628	253	10,033
Wilkes CC	350	14,988	315	17,690	370	11,203	444	17,608
Wilson CC	148	6,339	132	7,417	325	9,843	297	11,780
	25,603	**1,096,403**	**19,240**	**1,080,519**	**34,190**	**1,035,195**	**29,319**	**1,162,720**

College	Licensure Passing Rates # of Successful Students	Licensure Passing Rates $47.46 per student Prod. PBF $	College Transfer Performance # of Successful Students	College Transfer Performance $41.54 per student Prod. PBF $	(excluding Basic Skills) Total Impact PBF$ Prod. PBF $	Basic Skills Student Progress # of Successful Students	Basic Skills Student Progress $ 173.11 per student Prod. PBF $	Basic Skills Total Impact PBF$ Prod. PBF $
Alamance CC	294	13,971	284	11,798	106,886	411	71,147	71,147
Asheville-Buncombe TCC	610	28,969	459	19,068	138,265	261	45,181	45,181
Beaufort County CC	158	7,494	139	5,774	42,647	61	10,559	10,559
Bladen CC	121	5,722	90	3,739	31,875	63	10,906	10,906
Blue Ridge CC	267	12,677	158	6,564	64,709	131	22,677	22,677
Brunswick CC	170	8,064	147	6,107	57,207	147	25,447	25,447
Caldwell CC and TI	374	17,730	302	12,546	106,194	134	23,196	23,196
Cape Fear CC	626	29,691	696	28,913	233,581	366	63,357	63,357
Carteret CC	272	12,912	86	3,573	49,301	98	16,964	16,964
Catawba Valley CC	273	12,965	545	22,640	156,052	181	31,332	31,332
Central Carolina CC	447	21,211	316	13,127	129,155	336	58,164	58,164
Central Piedmont CC	701	33,267	1,737	72,158	523,257	772	133,638	133,638
Cleveland CC	278	13,188	252	10,469	73,163	52	9,002	9,002
Coastal Carolina CC	378	17,936	313	13,003	126,847	455	78,763	78,763
College of the Albemarle	282	13,394	224	9,305	89,281	56	9,694	9,694
Craven CC	275	13,052	241	10,012	80,577	131	22,677	22,677
Davidson-Davie CC	693	32,878	237	9,845	132,629	425	73,570	73,570
Durham TCC	342	16,228	394	16,367	119,216	119	20,600	20,600
Edgecombe CC	163	7,713	96	3,988	29,517	181	31,332	31,332
Fayetteville TCC	570	27,061	678	28,165	222,308	759	131,388	131,388
Forsyth TCC	544	25,815	568	23,596	201,756	151	26,139	26,139
Gaston College	332	15,770	341	14,166	146,990	157	27,178	27,178
Guilford TCC	687	32,612	629	26,130	236,076	472	81,706	81,706
Halifax CC	112	5,337	54	2,243	30,178	28	4,847	4,847
Haywood CC	132	6,272	81	3,365	42,411	80	13,848	13,848
Isothermal CC	159	7,530	165	6,854	48,413	59	10,213	10,213
James Sprunt CC	99	4,711	79	3,282	36,501	23	3,981	3,981
Johnston CC	538	25,526	295	12,255	136,917	137	23,716	23,716
Lenoir CC	346	16,413	265	11,009	75,572	270	46,739	46,739
Martin CC	50	2,376	42	1,745	25,217	30	5,193	5,193
Mayland CC	127	6,042	57	2,368	23,556	59	10,213	10,213
McDowell TCC	142	6,737	67	2,783	32,138	80	13,848	13,848
Mitchell CC	325	15,409	260	10,801	114,562	186	32,198	32,198
Montgomery CC	83	3,939	49	2,036	21,998	27	4,674	4,674
Nash CC	221	10,485	213	8,848	72,161	50	8,655	8,655
Pamlico CC	18	831	23	955	9,186	13	2,250	2,250
Piedmont CC	175	8,325	50	2,077	37,309	22	3,808	3,808
Pitt CC	352	16,695	754	31,322	155,159	230	39,814	39,814
Randolph CC	168	7,960	150	6,231	78,226	205	35,487	35,487
Richmond CC	216	10,247	204	8,475	71,534	124	21,465	21,465
Roanoke Chowan CC	84	3,973	44	1,828	17,614	12	2,077	2,077
Robeson CC	330	15,668	92	3,822	53,279	172	29,774	29,774
Rockingham CC	180	8,551	122	5,068	53,804	87	15,060	15,060
Rowan-Cabarrus CC	660	31,340	435	18,071	200,966	196	33,929	33,929
Sampson CC	163	7,746	163	6,771	51,316	304	52,624	52,624
Sandhills CC	155	7,354	335	13,916	97,843	150	25,966	25,966
South Piedmont CC	193	9,179	152	6,314	87,248	269	46,566	46,566
Southeastern CC	191	9,042	117	4,860	42,722	129	22,331	22,331
Southwestern CC	159	7,554	166	6,896	60,700	44	7,617	7,617
Stanly CC	211	10,010	173	7,187	68,535	134	23,196	23,196
Surry CC	313	14,847	222	9,222	92,964	130	22,504	22,504
Tri-County CC	94	4,471	118	4,902	33,438	82	14,195	14,195
Vance-Granville CC	313	14,854	236	9,804	84,430	84	14,541	14,541
Wake TCC	803	38,108	1,787	74,235	522,607	1,409	243,907	243,907
Wayne CC	248	11,792	239	9,928	92,569	237	41,026	41,026
Western Piedmont CC	191	9,073	166	6,896	65,546	135	23,369	23,369
Wilkes CC	251	11,909	189	7,851	81,249	148	25,620	25,620
Wilson CC	126	5,974	117	4,860	46,213	64	11,078	11,078
	16,783	**796,600**	**16,613**	**690,133**	**5,861,570**	**11,328**	**1,960,946**	**1,960,946**

Appendix F: Revised Purpose and Vocational Codes

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2022-23 PURPOSE CODES

110	Executive Management
120	Financial Services
130	General Admin
140	Information Systems (Admin)
220	Curriculum Instruction
310	Occupational
311	Occupational Support
320	Basic Skills Plus
321	Adult Basic Education (ABE)/English Language Acquisition
322	Adult Secondary Education (ASE)
323	Integrated English Literacy and Civics Education (IELCE)
325	Basic Skills Administration
358	Project Skill Up
360	Customized Training Regional Trainers
361	Customized Training Projects
363	Small Business
364	Business and Industry Support - Administrative
365	Business and Industry Support - Instructional
366	Marketing and Outreach for Apprenticeships
367	Apprenticeship NC Coordinators
369	BioNetwork Centers
370	Military Business Center (Fayetteville Tech CC)
371	NC Research Campus (Rowan Cabarrus CC)
373	Literacy Special Projects
374	Digital Literacy
410	Library
421	Curriculum Admin
422	Continuing Education Admin
430	Information Systems (Academic)
431*	Rural College Broadband Access
432	Moodle Hosting Services
450	Technology - HB275
510	Student Services
525	Intellectual & Developmental Disabilities Pilot Program
530	Child Care - State Appropriation
540	Hurricane Florence Emergency Grant Program
550	Goldenleaf Scholars
551	GEER
552	Longleaf Commitment - Student Support Services
553	Longleaf Complete
554	Short-Term Workforce Development Grant Program
555	Summer Accelerator Grant Program
556	Underserved Student Outreach & Advising
920	Equipment
921	Equipment Reserve
922	Equipment - HB 275
923	Equipment - Literacy
930	Instructional Resources - Books
940	Categorical Equipment

Note: Colleges are prohibited from creating purpose codes for use with state funds and may only use the purpose codes listed above as prescribed by the Accounting Procedures Manual.

* Code was used for COVID 19 Recovery Act in prior years.

Appendix F: Revised Purpose and Vocational Codes

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2022-23 VOCATIONAL CODES

10	Administration
11	Career Exploration and Career Development
12	Professional Development
13	Skill Attainment
14	Academic Integration
15	Increase Student Achievement
16	Evaluation of CTE Programs
17	Equipment
18	Wages (not Administrative)
19	Career and Technical Student Organizations
20	Non-Federal Matching
21	Vacant
22	Vacant
23	Vacant
24	Vacant
25	Vacant
26	Vacant
27	Vacant
28	Career & Technical Education Grant
29	Vacant
30	College Specific Grants
31	VLC - St Appropriation
32	Adult Learner Pilot Project
33	Vacant
34	Vacant
35	Vacant
36	Vacant
37	Vacant
38	Vacant
39	Vacant
40	FTCC-Military Business Eq
41	Vacant
42	Vacant
43	Bio Eq Ctrs Approp.
44	Vacant
45	LCC - Motorcycle Safety
46	CCC&TI - Truck Driver Training
47	FTCC - Botanical Lab
48	FTCC - Botanical Lab (SFRF)
49	Short Term Workforce
50	Performance-Based Bonus
*51**	NR Budget Stabilization Funds (SFRF)*
52	Vacant
53	Enrollment Reserve Op.
54	Enrollment Reserve Eq.
55	Accounts Receivable Clearing
56	CCRG Alignment Project (State)
57	Vacant
58	Vacant
59	Kannapolis-Rowan-Eq.
60	NR Specific Program Categoricals
61	Vacant
62	Vacant
63	Vacant
64	Vacant
65	Vacant
66	Vacant
67	Gaston-Textile
68	Viticulture & Enology
69	Anspach Advanced Manufacturing School
70	Transportation Technology Center
71	High-cost (Marine Technology)
72	Vacant
73	Title II, State Leadership Grants
74	Title II, Section 231 Career Services
75	Title II, Institutionalized Instruction
76	ABE English Literacy/Civics
77	Title II, Pre-Apprenticeship Implementation
78	Vacant
79	NC Career Coach
80	**Misc Non-Formula Allotment**
81	Prison - Designated
82	Prison - Discretionary
83	SBC Equipment
84	Recidivism Project
85	Vacant
86	Vacant
87	CVCC - CEMS
88	Vacant
89	Vacant
90	Vacant
91	Vacant
92	Campus Security
93	Vacant
94	Minority Male Success Initiative
95	Vacant
96	Hurricane Appropriation
97	**Formula Expenditure**
98	Vacant
99	Vacant

Note: Colleges are prohibited from creating vocational codes for use with state funds and may only use the vocational codes listed above as prescribed by the Accounting Procedures Manual.

* Voc. 51 - NR Budget Stabilization Funds (SFRF) for fiscal years 2022, 2023 and 2024.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
KEY FORMULA VALUES
FY 2022-23

Curriculum Values:

Base		$491,475
Tier 1A	Ratio	17.3867
	Equivalent Value	$4,889.65
Tier 1B	Ratio	19.7521
	Equivalent Value	$4,325.46
Tier 2	Ratio	22.8625
	Equivalent Value	$3,761.27
Unit Value		$56,387
Other Cost		$178.44

Non-Curriculum Values:

Base		$81,912
Tier 1A	Ratio	17.3867
	Equivalent Value	$4,889.65
Tier 1B	Ratio	19.7521
	Equivalent Value	$4,325.46
Tier 2	Ratio	22.8625
	Equivalent Value	$3,761.27
Tier 3	Ratio	37.1917
	Equivalent Value	$2,380.88
Unit Value		$56,387
Other Cost		$178.44

Institutional Support:

Base Allotment		$2,734,284	
MCC Level 1		$637,951	
MCC Level 2		$1,066,851	
Enrollment Allotment		$1,853	per FTE
FICA	7.65%		
*Retirement	24.50%		
Health Ins	$7,397		
Position Values:			
Senior Administrator		$98,889	
Supervisor of Programs		$85,510	
General Institution		$64,733	
Student Services		$64,733	
Technical/Paraprofessional		$44,417	
Clerical		$38,059	

*See detail on pg 9

Appendix H: Per Capita Rates

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
PER CAPITA COSTS FOR BUDGET FTE
FY 2022-23

Tier 1A		
Instruction	$	4,889.65
Institutional and Academic Support		1,853.00
Total	**$**	**6,742.65**
Tier 1B		
Instruction	$	4,325.46
Institutional and Academic Support		1,853.00
Total	**$**	**6,178.46**
Tier 2		
Instruction		3,761.27
Institutional and Academic Support		1,853.00
Total	**$**	**5,614.27**
Tier 3		
Instruction		2,380.88
Institutional and Academic Support		1,853.00
Total	**$**	**4,233.88**

*Note that these values do not include any base or performance-based funding.

STATE BOARD OF COMMUNITY COLLEGES
Allocation for Finish Line Grants
July 1, 2022 - September 30, 2023

Request: The State Board of Community Colleges is requested to approve the allocation of $3,750,000 to support the Finish Line Grants program. This will include $3,113,500 for emergency grants for students, $524,000 to support college program implementation and outreach, and $112,500 for the System Office to administer the program.

The Finish Line Grant program has been managed by the Department of Commerce and operated as a partnership between community colleges and local workforce development boards since 2018. With State Board approval, the administration of this program will shift from the Department of Commerce to the North Carolina Community College System (NCCCS).

Strategic Plan Reference:
Theme: Student Interest and Access
Goal #1: Increase the percentage of North Carolinians, particularly within underserved populations, pursuing and easily accessing education or training through North Carolina community colleges.

- Objective 1.3: Identify and reduce access barriers for all prospective students, particularly among underserved populations.
    - Strategy 1.3.1: Improve and augment existing financial assistance programs and services to better assist students with educational costs, particularly costs beyond tuition and fees (e.g., books, transportation, childcare, etc.).

Background: On July 12, 2018, Governor Cooper announced the Finish Line Grants program to help community college students complete their education when facing unforeseen challenges. Initially funded with $7 million federal funding (Governor's Workforce Innovation and Opportunity Act WIOA Discretionary Fund), the program provides community college students that are 50% of the way to completing a credential with emergency aid up to $1,000 per semester for an unanticipated financial hardship. The program has operated as a partnership between community colleges and workforce development boards where eligible students enroll in the workforce system and workforce boards pay for allowable expenses (no funds go directly to students). In the current arrangements, students apply for aid at the college, but are then referred to a local workforce board that determines final eligibility and pays the emergency costs on the student's behalf. The local workforce boards are responsible for paying the student's emergency expense (for example, paying a garage for an auto repair or medical provider for a medical emergency) and for reporting data to the Department of Commerce. As of June 30, 2022, 8753 students had received $4.8 million in emergency aid through this program.

A process evaluation of the Finish Line Grant program was conducted by the North Carolina Office of State Budget and Management's Office of Strategic Partnerships in 2021 and 2022.

After conducting interviews with students, staff at community colleges, and local workforce boards, they developed a set of recommendations for streamlining the program and simplifying the awarding grants to students. One of the elements of the program identified in the report as a barrier for some students is that in the current model, students are required to complete applications and provide documentation at both the community college and the local workforce board. By changing the source of funds and moving the program to the NCCCS the requirement to register with the workforce system is removed. This will simplify the program and should help students receive emergency aid more quickly.

Rationale: The current funding source for the Finish Line Grant program, Governor's Workforce Innovation and Opportunity Act WIOA Discretionary Fund, is being redirected to meet other state needs. The Governor's Office has identified a new funding source, Emergency Assistance to Non-Public Schools (EANS), to continue to fund the Finish Line Grant Program. With the change in funding source, the requirement that students register with the workforce system, is removed. This will streamline the process for students to receive emergency aid through this program.

The Office of the Governor will award $3,750,000 to NCCCS to provide resources to community colleges to help students complete their degrees or credentials when their education has been or is at risk of being interrupted by the pandemic and its lingering effects. A minimum of $3,113,500 must be used for emergency financial assistance for eligible students. To be eligible students must be enrolled in a North Carolina community college, in good academic standing as defined by the college, and have completed at least 50% of their degree or credential program. These grants may help cover cost such as transportation, childcare or dependent care, housing assistance, utility bills (including internet), medical needs, accommodations for individuals with disabilities, and assistance with tuition, fees, or books. Each community college that participates in the Finish Line Grant program will receive a budgeted award of $20,000 plus additional funding based on 2022-23 budget FTE. If a college does not participate in the program, their available funds will be redistributed to participating colleges.

NCCCS may use up to $524,000 for student outreach, marketing, program implementation and grant administration. NCCCS may also charge as an expense up to $112,500 to effectively administer this program consistent with federal cost principles in 2 C.F.R. part 200, subpart E of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Staff will bring an item to a future Board meeting with recommendations for the use of $524,000 to support program implementation and outreach.

The agreement between the North Carolina Community College System and the North Carolina Pandemic Recovery Office (NCPRO) allows for the distribution of $3,113,500 in grant funds to colleges and the use of up to $112,500 to administer the program. Administrative funds will be used to hire a time-limited temporary employee to serve as Finish Line Grant program administrator at the System Office. Recommended college allocations are included in Table 1.

Table 1: Recommended Finish Line Grant College Allocations

COMMUNITY COLLEGES	2022-23 CU BFTE	Base Amount	CU FTE Amount	Total Amount
Alamance CC	3,271	$20,000	$36,602	$56,602
Asheville-Buncombe TCC	4,943	20,000	55,311	75,311
Beaufort County CC	1,371	20,000	15,341	35,341
Bladen CC	1,077	20,000	12,051	32,051
Blue Ridge CC	2,100	20,000	23,498	43,498
Brunswick CC	1,383	20,000	15,475	35,475
Caldwell CC & TI	3,062	20,000	34,263	54,263
Cape Fear CC	7,432	20,000	83,162	103,162
Carteret CC	1,450	20,000	16,225	36,225
Catawba Valley CC	3,560	20,000	39,835	59,835
Central Carolina CC	4,117	20,000	46,068	66,068
Central Piedmont CC	14,310	20,000	160,125	180,125
Cleveland CC	2,246	20,000	25,132	45,132
Coastal Carolina CC	3,319	20,000	37,139	57,139
College of The Albemarle	2,016	20,000	22,558	42,558
Craven CC	2,301	20,000	25,748	45,748
Davidson-Davie CC	3,109	20,000	34,789	54,789
Durham TCC	3,938	20,000	44,065	64,065
Edgecombe CC	1,359	20,000	15,207	35,207
Fayetteville TCC	8,825	20,000	98,749	118,749
Forsyth TCC	6,489	20,000	72,610	92,610
Gaston College	4,062	20,000	45,453	65,453
Guilford TCC	8,637	20,000	96,646	116,646
Halifax CC	769	20,000	8,605	28,605
Haywood CC	1,150	20,000	12,868	32,868
Isothermal CC	1,757	20,000	19,660	39,660
James Sprunt CC	1,142	20,000	12,779	32,779
Johnston CC	3,358	20,000	37,575	57,575
Lenoir CC	2,075	20,000	23,219	43,219
Martin CC	632	20,000	7,072	27,072
Mayland CC	654	20,000	7,318	27,318
McDowell TCC	955	20,000	10,686	30,686
Mitchell CC	2,265	20,000	25,345	45,345
Montgomery CC	724	20,000	8,101	28,101
Nash CC	2,148	20,000	24,036	44,036
Pamlico CC	310	20,000	3,469	23,469
Piedmont CC	974	20,000	10,899	30,899
Pitt CC	6,362	20,000	71,189	91,189
Randolph CC	2,005	20,000	22,435	42,435
Richmond CC	1,823	20,000	20,399	40,399
Roanoke-Chowan CC	475	20,000	5,315	25,315
Robeson CC	1,763	20,000	19,727	39,727
Rockingham CC	1,362	20,000	15,240	35,240

Rowan-Cabarrus CC	4,993	20,000	55,870	75,870
Sampson CC	1,558	20,000	17,434	37,434
Sandhills CC	3,239	20,000	36,243	56,243
South Piedmont CC	2,099	20,000	23,487	43,487
Southeastern CC	1,109	20,000	12,409	32,409
Southwestern CC	1,933	20,000	21,630	41,630
Stanly CC	1,831	20,000	20,488	40,488
Surry CC	2,388	20,000	26,721	46,721
Tri-County CC	920	20,000	10,295	30,295
Vance-Granville CC	2,235	20,000	25,009	45,009
Wake TCC	17,629	20,000	197,263	217,263
Wayne CC	2,589	20,000	28,970	48,970
Western Piedmont CC	1,566	20,000	17,523	37,523
Wilkes CC	2,022	20,000	22,626	42,626
Wilson CC	1,389	20,000	15,543	35,543
TOTAL	**174,580**	**$1,160,000**	**$1,953,500**	**$3,113,500**

Fund Source and Availability: Funding is contingent upon the award and signed NCPRO agreement of Emergency Assistance to Non-Public Schools (EANS) funds of $3,750,000. The award period is July 1, 2022, through September 30, 2023. The Governor's Office is planning to award additional federal funds to support the Finish Line Grant program for a second year, through September 30, 2024, as funds become available.

Contact:
Patrick Crane
Vice President of Strategic Initiatives

J.W. Kelley
Associate Vice President – Student Services

STATE BOARD OF COMMUNITY COLLEGES
Allocation for Short-Term Workforce Development Grant Program
July 1, 2022 – June 30, 2023

Request: The State Board of Community Colleges is asked to approve an allocation of $3,000,000 to continue the Short-Term Workforce Development Grant Program for its second year. The program will provide financial assistance for up to $750 for resident students who enroll in noncredit, short-term workforce training programs that lead to an industry-recognized credential in fields with employer demand and competitive wages.

Strategic Plan References:

Theme: Student Interest and Access

Goal #1: Increase the percentage of North Carolinians, particularly within underserved populations, pursuing and easily accessing education or training through North Carolina community colleges.

- Objective 1.3. Identify and reduce access barriers for all prospective students, particularly among underserved populations.
    - Strategy 1.3.1. Improve and augment existing financial assistance programs and services to better assist students with educational costs, particularly costs beyond tuition and fees (e.g., books, transportation, childcare, etc.).

Theme: Economic and Workforce Development

Goal #5: Develop a workforce pipeline for emergency response, pandemic-proof, and high-demand industries.

- Objective .5. Develop a workforce pipeline for emergency response, pandemic-proof, and high-demand industries.
    - Strategy 3.5.1 Implement the N.C. Workforce Credentials framework.

Background: Session Law 2021-180 Section 6.6.(a) established the Short-Term Workforce Development Grant Program and directs the State Board to collaborate with the Department of Commerce to determine the occupations in highest demand across the State and adopt rules for the disbursement of grants linking the program to these occupations. Grants may be for up to seven hundred fifty dollars ($750.00) to students pursuing short-term, noncredit State and industry-recognized workforce credentials. At a minimum, the legislation requires eligible students to qualify as residents for tuition purposes under the criteria outlined in G.S. 116-143.1 and following the centralized residency determination process administered by the State Education Assistance Authority. This program and approach build on the work of the N.C. Workforce Credentials and the State Board's strategic plan objectives.

Eligible programs include courses and pathways leading to family-sustaining and in-demand credentials identified on the N.C. Workforce Credentials list at the Essential and Career Levels. Identified pathways include credentials across all sectors in the State's economy, including architecture and construction, health sciences, information technology, electrical line worker, manufacturing programs, and other programs that meet workforce needs.

Rationale: North Carolina must have a well-trained workforce in critical high-demand fields to recover from the COVID-19 pandemic and continue to grow our economy. Additionally, growing data shows many North Carolinians are seeking more stable, better-paying careers, and recent polling data from the Strada Center for Consumer Insights noted that 59% of adults considering enrolling in an education or training program prefer non-degree programs.[1] Community colleges are essential to North Carolina's continued economic recovery as we upskill, reskill, and graduate our workforce. However, unlike traditional academic programs of study, federal financial aid is unavailable for these programs. Establishing the Short-Term Workforce Development Grant Program begins to address this unmet need for the NCCCS and the State of North Carolina.

In 2021, the General Assembly allocated $3,000,000 to the N.C. Community College System (NCCCS) for eligible community college students pursuing high-demand workforce training programs within workforce pathways identified in collaboration with the Department of Commerce, leading to a State or industry-recognized credential. These funds intend to remove access barriers to high-quality, in-demand, sustaining wage careers for North Carolinians. Each college will determine grant award amounts based on student needs, local industry needs, number of eligible students, and cost of the course/pathway, up to a maximum award of $750 per course. The grants will help cover the cost of tuition, fees, books, supplies, credentialing tests, transportation, childcare, and any other components of the total cost of attendance. At a minimum, eligible students applying for this scholarship must:

1) Resident of North Carolina
   a) As required by Session Law 2021-180, eligible students must establish residency under the criteria outlined in G.S. 116-143.1 following the coordinated and centralized residency determination process administered by the State Education Assistance Authority.
2) Students enrolling in Workforce Continuing Education (WCE) pathways/courses leading to a N.C. Workforce Credential identified as either Essential or Career level. These pathways may consist of a single WCE course or a series of courses.

Each college is eligible for an allocation determined by the college's Budget Full-Time Equivalency (BFTE) weighted for each funding Tier, as presented in Table 1. The System President has the authority to reallocate funds as needed during the program year to ensure full utilization of funds.

[1] https://www.stradaeducation.org/wp-content/uploads/2020/04/Public-Viewpoint-Report-Week-5.pdf

Table 1: College Allocation Eligibility

College	Continuing Education 2021-22 BFTE Weighted by Tier	Allocation Percentage	Allocation Amount
Alamance CC	320.6	1.41%	$42,283
Asheville-Buncombe TCC	313.5	1.38%	$41,353
Beaufort County CC	240.6	1.06%	$31,733
Bladen CC	161.0	0.71%	$21,233
Blue Ridge CC	265.7	1.17%	$35,038
Brunswick CC	203.5	0.89%	$26,840
Caldwell CC and TI	654.1	2.88%	$86,269
Cape Fear CC	784.0	3.45%	$103,407
Carteret CC	213.8	0.94%	$28,201
Catawba Valley CC	530.1	2.33%	$69,913
Central Carolina CC	436.4	1.92%	$57,558
Central Piedmont CC	465.4	2.05%	$61,383
Cleveland CC	515.8	2.27%	$68,036
Coastal Carolina CC	437.5	1.92%	$57,701
College of The Albemarle	254.6	1.12%	$33,586
Craven CC	480.9	2.11%	$63,421
Davidson Davie CC	229.2	1.01%	$30,235
Durham TCC	480.7	2.11%	$63,398
Edgecombe CC	276.6	1.22%	$36,483
Fayetteville TCC	3,114.2	13.69%	$410,739
Forsyth TCC	377.4	1.66%	$49,775
Gaston College	153.0	0.67%	$20,183
Guilford TCC	693.3	3.05%	$91,436
Halifax CC	83.7	0.37%	$11,043
Haywood CC	152.4	0.67%	$20,101
Isothermal CC	137.1	0.60%	$18,081
James Sprunt CC	348.3	1.53%	$45,941
Johnston CC	455.7	2.00%	$60,110
Lenoir CC	1,255.1	5.52%	$165,541
Martin CC	98.9	0.43%	$13,048
Mayland CC	113.2	0.50%	$14,934
McDowell TCC	126.5	0.56%	$16,687
Mitchell CC	288.4	1.27%	$38,042
Montgomery CC	98.3	0.43%	$12,971
Nash CC	295.1	1.30%	$38,924
Pamlico CC	89.0	0.39%	$11,734
Piedmont CC	288.7	1.27%	$38,076
Pitt CC	367.1	1.61%	$48,424
Randolph CC	252.6	1.11%	$33,318

Richmond CC	321.1	1.41%	$42,351
Roanoke Chowan CC	162.4	0.71%	$21,426
Robeson CC	723.1	3.18%	$95,378
Rockingham CC	164.4	0.72%	$21,684
Rowan-Cabarrus CC	593.3	2.37%	$71,136
Sampson CC	251.3	1.10%	$33,142
Sandhills CC	333.2	1.46%	$43,945
South Piedmont CC	497.3	2.19%	$65,593
Southeastern CC	171.4	0.75%	$22,608
Southwestern CC	232.2	1.02%	$30,631
Stanly CC	441.0	1.94%	$58,164
Surry CC	314.9	1.38%	$41,532
Tri-County CC	119.1	0.52%	$15,706
Vance-Granville CC	307.8	1.35%	$40,602
Wake TCC	1,254.3	5.51%	$165,437
Wayne CC	287.1	1.26%	$37,871
Western Piedmont CC	92.1	0.40%	$12,142
Wilkes CC	333.9	1.47%	$44,033
Wilson CC	147.4	0.65%	$19,438
Total FTE	**22,745.6**	**100%**	**$ 3,000,000**

Time Period: July 1, 2022, through June 30, 2023.

Fund Source and Availability: Funding is available from State General Gund Appropriations as authorized by Session Law 2021-180 Section 6.6.(a).

Contact:
Nate Humphrey
Associate Vice President for Workforce and Continuing Education Programs

James “J.W.” Kelley
Associate Vice President for Student Services

STATE BOARD OF COMMUNITY COLLEGES
Allocation for Golden Leaf Scholars Program – Two-Year Colleges
FY 2022-23

Request: The State Board of Community Colleges is requested to approve the allocation of $1,700,000 to the community colleges for the Golden LEAF Scholars Program – Two-Year Colleges.

Strategic Plan Reference(s):
Theme: Student Interest and Access
Goal: Increase the percentage of North Carolinians, particularly within underserved populations, pursuing and easily accessing education or training through North Carolina community colleges.

- Objective 1.3. Identify and reduce access barriers for all prospective students, particularly among underserved populations.
    - Strategy 1.3.1. Improve and augment existing financial assistance programs and services to better assist students with educational costs, particularly costs beyond tuition and fees (e.g., books, transportation, child care, etc.).

Background: Since 2001, the NCCCS has received grants from the Golden LEAF Foundation to be used for student scholarships. Thousands of community college students have received scholarship funds from this program. At the request of the Golden LEAF Foundation, the program was redesigned in 2011 to better reflect their goal of providing economic assistance to rural low economic areas of the state.

The maximum amount available for continuing education students is $1,850. The maximum amount available for curriculum students is $2250. Scholarship funds are available to cover up to the cost of attendance which includes tuition, fees, books, supplies, credentialing tests, transportation, and childcare.

Rationale: All colleges participate in the program on an annual basis. The initial 80% of funds available for each semester is divided equally among all colleges with the remaining 20% equally divided among colleges with main campuses located in a rural county that is designated Tier 1 or 2, or is tobacco dependent. All colleges must provide 25% of funds received to eligible continuing occupational education students enrolled in at least a 96-hour program leading to a credential. Scholarships are limited to students who demonstrate financial need and reside in a rural county that is tobacco dependent.

Time Period: The contract cycle runs from July 1, 2022, through June 30, 2023.

Fund Source and Availability: Funding is contingent upon a contract award from the Golden LEAF Foundation.

Contact:
Brenda Burgess
Associate Director of Student Aid

2022-2023 Golden LEAF Community College Scholarship Program
Available Award Budget

College Names	Located in Priority Co.	Base Funding	Priority Funding	Total per College	75% maximum Curriculum	25% minimum Occup.Ed.
Alamance CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Asheville-Buncombe TCC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Beaufort County CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Bladen CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Blue Ridge CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Brunswick CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Caldwell CC & TI	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Cape Fear CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Carteret CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Catawba Valley CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Central Carolina CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Central Piedmont CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Cleveland CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Coastal Carolina CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
College of The Albemarle	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Craven CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Davidson-Davie CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Durham Tech CC		$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,885
Edgecombe CC	P	$ 23,456	$ 8,100	**$ 31,556**	$ 23,652	$ 7,890
Fayetteville Tech. CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Forsyth Tech. CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Gaston CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Guilford Tech. CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Halifax CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Haywood CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Isothermal CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
James Sprunt CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Johnston CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Lenoir CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Martin CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Mayland CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
McDowell Tech. CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Mitchell CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Montgomery CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Nash CC	P	$ 23,456	$ 8,100	**$ 31,556**	$ 23,658	$ 7,890
Pamlico CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Piedmont CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,658	$ 7,886
Pitt CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Randolph CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Richmond CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Roanoke-Chowan CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886

Robeson CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Rockingham CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Rowan-Cabarrus CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Sampson CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Sandhills CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
South Piedmont CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Southeastern CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Southwestern CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Stanly CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Surry CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Tri-County CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Vance-Granville CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Wake Tech CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Wayne CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Western Piedmont CC		$ 23,448		**$ 23,448**	$ 17,586	$ 5,862
Wilkes CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
Wilson CC	P	$ 23,448	$ 8,095	**$ 31,543**	$ 23,657	$ 7,886
58 participating colleges		**$ 1,360,000**	**$ 340,000**	**$ 1,700,000**	**$1,274,989**	**$425,011**

STATE BOARD OF COMMUNITY COLLEGES
Allocation of Title ll Adult Education and Family Literacy Act (AEFLA) Section 231
FY 2022-23

Request: The State Board of Community Colleges (SBCC) is requested to approve $14,819,238 in funding for 66 eligible providers to provide adult education and literacy activities in accordance with the federal Workforce Innovation and Opportunity Act (WIOA), Title II Adult Education and Family Literacy Act (AEFLA), Section 231.

Strategic Plan Reference:
Theme: Economic and Workforce Impact
Goal 3: To ensure the educational pipeline prepares a workforce possessing the interest, knowledge, skills, and abilities to meet the needs of employers, now and into the future.

- Objective 3.1: Collaborate with the stakeholders to promote a workforce system that fosters innovation and establishes seamless connections among community colleges, K-12 education, universities, workforce and economic development partners, and business and industry.

Background: In January 2021, the North Carolina Office of Adult Education opened a grant competition to eligible providers as required by WIOA Title I, §463.20. An RFP was issued to receive applications for a four-year grant award cycle for the 2021-22 through 2024-25 fiscal years. Continuation grant applications for the second year of funding were submitted by May 06, 2022. Continuation grant applications were reviewed on several criteria required by federal law and all 66 applicants met the criteria. Section 231 funding is available for an eligible provider soliciting funding for Adult Education programs sponsored by the North Carolina Community Colleges System (NCCCS) to enable the provider to develop, implement and improve adult education and literacy activities within the State.

Method of Allocation:
Title II WIOA funds for AEFLA are distributed by the NCCCS according to a formula adopted by the SBCC on February 16, 2018, and amended on June 8, 2018. These funds are intended to supplement an organization's adult education activities. The formula has 3 components:

1. ***Base***: 15% of available funding is allocated equally across providers. The base component is available to all providers.
2. ***Access:*** 50% of available funding is allocated for access. Access is determined by contact hours of participants within 3 weighted tiers:

   Tier A – Weight 5: Beginning Adult Basic Education Literacy, Beginning Adult Basic Education, Beginning English as a Second Language (ESL) Literacy, Beginning ESL

   Tier B - Weight 4: Low Intermediate ESL, High Intermediate ESL, Low Advanced ESL, High Advanced ESL, Low Intermediate Adult Basic Education, High Intermediate Adult Basic Education

Tier C – Weight 3: Adult Secondary Education Low, Adult Secondary Education High

The access component is available only to providers who have submitted 2020-21 data.

3. ***Performance***: 35% of available funding is allocated for performance. Performance allocations are determined by the number and percentage of basic skills participant periods of participation with a Measurable Skill Gains (MSGs). (Under federal regulations, a period of participation begins when a participant enters the program and does not end until a participant exits the program. If a student has 12 or more contact hours during this time, the student is classified as a participant within a period of participation. Measurable skills gains are required by WIOA and are used to demonstrate participants' progress toward achieving a credential or employment.) An MSG is associated with gain in educational functional level, completion of adult high school credits, attainment of a high school equivalency credential, and postsecondary education enrollment. The performance component is available only to providers who have submitted 2020-21 data.

WIOA section 121(h) mandates all required partner programs of the one-stop delivery system to contribute to the infrastructure costs (non-personnel costs necessary for the general operation of the one-stop center, including: rental of facilities; utilities and maintenance; equipment; and technology to facilitate access) of the one-stop delivery system based on proportionate use and relative benefit received. WIOA sec. 121 (b)(1)(B) identifies AEFLA as one of the required partners. The State eligible entity, the NCCCS, as the one-stop partner, initiated negotiations. One and one-half percent (1.5%) of the five percent (5%) allowable for location administration was used to calculate an amount per participant receiving staff assisted services. The amount attributable to each provider was based upon the number of AEFLA participants receiving staff-assisted services through a NC Works center funded by the Workforce Development Board (WDB) within each provider's service area. The required infrastructure contribution will be remitted to the Department of Commerce, Division of Workforce Solutions to be allocated to each WDB.

Funding for providers is as follows:

Title II, AEFLA, Section 231 Grant Award Period: July 1, 2022 – June 30, 2023					
Providers	2022-23 Allocation	5% Administration	WIOA Infrastructure	Net Available for Administration	Final Allocation
Alamance CC	$621,188	$31,059	($240)	$30,819	$620,948
Asheville-Buncombe TCC	$280,278	$14,014	($398)	$13,616	$279,880
Beaufort County CC	$96,235	$4,812	($83)	$4,729	$96,152
Blue Ridge CC	$155,830	$7,792	($55)	$7,737	$155,775
Brunswick CC	$282,782	$14,139	($259)	$13,880	$282,523
Burke County Literacy Council	$40,560	$2,028	($0)	$2,028	$40,560
Caldwell CC & TI	$160,615	$8,031	($129)	$7,902	$160,486
Cape Fear CC	$392,786	$19,639	($342)	$19,297	$392,444
Cape Fear Literacy Council	$61,577	$3,079	($28)	$3,051	$61,549
Carteret CC	$143,087	$7,154	($92)	$7,062	$142,995
Catawba Valley CC	$189,843	$9,492	($157)	$9,335	$189,686
Central Carolina CC	$337,765	$16,888	($111)	$16,777	$337,654
Central Piedmont CC	$824,382	$41,219	($906)	$40,313	$823,476
Cleveland CC	$112,082	$5,604	($46)	$5,558	$112,036
Coastal Carolina CC	$576,599	$28,830	($185)	$28,645	$576,414
College of The Albemarle	$83,299	$4,165	($120)	$4,045	$83,179
Craven CC	$183,338	$9,167	($74)	$9,093	$183,264
Craven Literacy Council	$52,219	$2,611	($9)	$2,602	$52,210
Davidson-Davie CC	$453,563	$22,678	($1,230)	$21,448	$452,333
Durham Literacy Center	$33,705	$1,685	($0)	$1,685	$33,705
Durham TCC	$204,507	$10,225	($249)	$9,976	$204,258
Edgecombe CC	$234,505	$11,725	($139)	$11,586	$234,366
Fayetteville TCC	$685,484	$34,274	($250)	$34,024	$685,234
Fayetteville Urban Ministry	$33,705	$1,685	($0)	$1,685	$33,705
Forsyth TCC	$196,429	$9,821	($250)	$9,571	$196,179
Gaston College	$184,427	$9,221	($240)	$8,981	$184,187
Guilford TCC	$562,170	$28,109	($740)	$27,369	$561,430
Halifax CC	$69,030	$3,452	($231)	$3,221	$68,799
Haywood CC	$109,121	$5,456	($55)	$5,401	$109,066
Isothermal CC	$82,909	$4,145	($250)	$3,895	$82,659

Johnston CC	$132,265	$6,613	($240)	$6,373	$132,025
Lenoir CC	$390,841	$19,542	($379)	$19,163	$390,462
Literacy Together	$66,616	$3,331	($18)	$3,313	$66,598
Martin CC	$65,885	$3,294	($74)	$3,220	$65,811
Mayland CC	$105,181	$5,259	($102)	$5,157	$105,079
McDowell TCC	$128,959	$6,448	($65)	$6,383	$128,894
Mitchell CC	$241,161	$12,058	($92)	$11,966	$241,069
Montgomery CC	$59,271	$2,964	($9)	$2,955	$59,262
Moore County Literacy Council	$33,705	$1,685	($0)	$1,685	$33,705
Nash CC	$78,392	$3,920	($55)	$3,865	$78,337
Orange County Literacy Council	$84,194	$4,210	($28)	$4,182	$84,166
Pamlico CC	$62,324	$3,116	($0)	$3,116	$62,324
Piedmont CC	$53,122	$2,656	($74)	$2,582	$53,048
Pitt CC	$312,329	$15,616	($287)	$15,329	$312,042
Randolph CC	$314,773	$15,739	($65)	$15,674	$314,708
Reading Connections, Inc.	$94,087	$4,704	($0)	$4,704	$94,087
Richmond CC	$178,775	$8,939	($277)	$8,662	$178,498
Robeson CC	$249,703	$12,485	($166)	$12,319	$249,537
Rockingham CC	$102,201	$5,110	($129)	$4,981	$102,072
Rowan-Cabarrus CC	$312,715	$15,636	($102)	$15,534	$312,613
Sampson CC	$408,433	$20,422	($111)	$20,311	$408,322
Sandhills CC	$173,714	$8,686	($73)	$8,613	$173,641
South Piedmont CC	$285,661	$14,283	($120)	$14,163	$285,541
Southeastern CC	$185,444	$9,272	($259)	$9,013	$185,185
Southwestern CC	$65,069	$3,253	($65)	$3,188	$65,004
Stanly CC	$180,453	$9,023	($74)	$8,949	$180,379
Surry CC	$179,517	$8,976	($194)	$8,782	$179,323
Triangle Literacy Council	$44,275	$2,214	($0)	$2,214	$44,275
Tri-County CC	$115,496	$5,775	($185)	$5,590	$115,311
Vance-Granville CC	$142,152	$7,108	($74)	$7,034	$142,078
Wake TCC	$1,792,712	$89,636	($508)	$89,128	$1,792,204
Wayne CC	$225,974	$11,299	($176)	$11,123	$225,798
Western Piedmont CC	$152,353	$7,618	($28)	$7,590	$152,325
Wilkes CC	$206,936	$10,347	($74)	$10,273	$206,862
Wilson CC	$87,142	$4,357	($148)	$4,209	$86,994
YMCA of Northwest NC	$74,507	$3,725	($0)	$3,725	$74,507
Total	**$14,830,357**	**$741,518**	**($11,119)**	**$730,399**	**$14,819,238**

Allocation Amount and Time Period: The total allocation for Section 231 is $14,819,238 for the period of July 1, 2022, through June 30, 2023. The preceding table provides the allocation amounts for each provider.

Fund Source and Availability: Funding is available from the United States Department of Education Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act.

Contacts:

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NC Assistant Director of WIOA, Title II & Adult Education, College and Career Readiness

A. Project Approval - New (Non-State, SCIF-OSBM, and Other State Funds)

Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
						SCIF - OSBM	$0.00	$23,000,000.00	$23,000,000.00
1	Caldwell	Main	2639	Health Sciences Building	Construction of a 3 or 4 story facility with approximately 74,000 sq ft. The new facility will house all Health Sciences programs.	**Total**	**$0.00**	**$23,000,000.00**	**$23,000,000.00**
						SCIF - OSBM	$0.00	$5,000,000.00	$5,000,000.00
2	Caldwell	Watauga County	2640	Occupational Building Addition	New addition of approximately 10,000 sq. ft. facility which will be a two story building with the Nursing and Construction Trades programs.	**Total**	**$0.00**	**$5,000,000.00**	**$5,000,000.00**
						SCIF - OSBM	$0.00	$316,980.00	$316,980.00
						Non-State	$0.00	$474,020.00	$474,020.00
3	Carteret	Main	2693	Civic Center and Smith Building Roof Replacement	The college will replace two roofs over 34 years old, approximately 28,556 sq. ft. total.	**Total**	**$0.00**	**$791,000.00**	**$791,000.00**
						SCIF - OSBM	$0.00	$2,000,000.00	$2,000,000.00
4	Guilford	Cameron Campus	2610	Aviation Training Center	This project is for advanced planning of a two phase project with a total size of 100,000 sq. ft. Phase I will include all infrastructure and site work and a 60,000 sq. ft. building. Phase II will add a 40,000 sq. ft. building as well as parking structure. Upon completion it will house the new Aviation Center at Cameron Campus.	**Total**	**$0.00**	**$2,000,000.00**	**$2,000,000.00**
						Non-State	$0.00	$536,110.00	$536,110.00
						Golden Leaf	$0.00	$200,000.00	$200,000.00
5	Isothermal	Main	2680	Therapeutic Riding Arena	Construction of a therapeutic riding arena approximately 13,068 sq. ft. This will be an open air structure to be used to serve multiple areas of curriculum and continuing education programs. The main areas will be utilized to provide training and use as a lab space for students participating in Human Services Animal Assisted Therapy and Equine Assisted Therapy.	**Total**	**$0.00**	**$736,110.00**	**$736,110.00**
						SCIF - OSBM	$0.00	$25,000,000.00	$25,000,000.00
6	Lenoir	Aviation Center	2641	Aviation Center For Excellence Building - New Hangar	Construction of a two story building approximately 100,000 sq. ft. that will include classrooms, labs and hangar facilities to house the following programs: Aviation Management, Pilot Manned, Pilot Unmanned Aircraft Systems, Aviation Systems Technology for specific aerospace applications and others. The new building will be constructed on property leased from the NC Global Transpark.	**Total**	**$0.00**	**$25,000,000.00**	**$25,000,000.00**
						SCIF - OSBM	$0.00	$9,500,000.00	$9,500,000.00
7	Robeson	Main	2670	Workforce Development Center - Building 20	Construction of a two story brick facility approximately 50,000 sq. ft. with required parking to accommodate existing and new workforce trade area programs. The building will include accommodations for classrooms, lab areas, shop space and flexible training space.	**Total**	**$0.00**	**$9,500,000.00**	**$9,500,000.00**

A. Project Approval - New (Non-State, SCIF-OSBM, and Other State Funds) - Continued

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
	7	Rowan Cabarrus	Main	2684	North Campus Technology Education Complex	Construction of a Technology/Education Complex that consist of four new buildings and one renovated building totaling approximately 102,000 sq. ft.	Non-State	$0.00	$45,000,000.00	$45,000,000.00
							Total	**$0.00**	**$45,000,000.00**	**$45,000,000.00**
	8	Rowan Cabarrus	Main	2692	Building S202 Renovations	Interior renovation of approximately 10,200 sq. ft. of the South Campus Building that consists of remodeling the spaces formerly occupied by Early College for use by our Law Enforcement Programs, replacement of the air handler unit, improvements to the buildings electrical and data systems and other minor renovations throughout the building.	Non-State	$0.00	$2,260,000.00	$2,260,000.00
							Total	**$0.00**	**$2,260,000.00**	**$2,260,000.00**

B. Project Approval - Amended (Non-State and Other State Funds)

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
*	1	Alamance	Main	2447	Natural & Life Sciences/Biotechnology Center of Excellence & Parking	Project is amended to decrease project cost due to capital equipment now being purchased outside of the project. **Contingent upon BOT approval 8/8/22**.	SCIF - OSBM	$3,651,550.00	$0.00	$3,651,550.00
							Non-State	$19,460,430.00	($2,950,218.00)	$16,510,212.00
							Total	**$23,111,980.00**	**($2,950,218.00)**	**$20,161,762.00**
*	2	Alamance	Main	2450	Public Safety Training Center	Project is amended due to an increase in cost due to construction estimates coming in higher than anticipated. **Contingent upon BOT approval 8/8/22. Contingent on County approval 8/15/2022**.	Non-State	$12,400,000.00	$2,950,218.00	$15,350,218.00
							Total	**$12,400,000.00**	**$2,950,218.00**	**$15,350,218.00**
	3	Fayetteville	Fire Fighting Facility Center	2605	Swift Water Rescue Trainer	Project is amended to increase project cost due to bids coming in higher than anticipated.	Non-State	$1,700,000.00	$3,119,246.00	$4,819,246.00
							State Equipment	$1,800,000.00	($1,800,000.00)	$0.00
							Total	**$3,500,000.00**	**$1,319,246.00**	**$4,819,246.00**

C. Project Approval - New (Connect NC Bond Funds) and State Capital and Infrastructure Fund (2021-SCIF)

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
	1	Asheville-Buncombe	Main	2698	Advanced Manufacturing Center Upgrades	Updates to be made to the Advanced Manufacturing Center due to growing demands from local employers for skilled workforce. The project includes state-of-the-art manufacturing equipment with accompanying updated electrical and compressed air systems as well as 3 welding booths. Additionally, space will be renovated for new automation space with plug and play electrical drops and workforce readiness lab.	42120-SCIF R&R	$0.00	$500,000.00	$500,000.00
							Total	**$0.00**	**$500,000.00**	**$500,000.00**
*	2	College of the Albemarle	Main	2690	Allied Health Sciences Simulation Lab	Construction of a new building approximately 26,000 sq. ft. to allow expansion in the Allied Health Sciences Simulation and provide flexible classroom space for future programs such as Dental Assistant and Vet Technician. This will also allow for new programs in the classrooms presently being occupied by Allied Health Sciences throughout the campus. **Contingent upon BOT approval 8/9/22.**	46620 New	$0.00	$1,500,000.00	$1,500,000.00
							SCIF - OSBM	$0.00	$12,500,000.00	$12,500,000.00
							Non-State	$0.00	$11,000,000.00	$11,000,000.00
							Total	**$0.00**	**$25,000,000.00**	**$25,000,000.00**
*	3	McDowell	Main	2696	Cedar Building Student Center-One Stop Renovation	Renovations of approximately 8,000 sq. ft. of the existing Business Office/Student Service area. New area will consist of a One-Stop Center for students that will include Financial Aid and Advising Center. Additional renovations will occur in the vacated area below the new One-Stop center. This will consist of a new Business Office and student accounts that will allow for better access for students and the general public. The MTCC Bookstore will be relocated to the Cedar Building. **Contingent upon Bond Council Approval.**	46620 R&R	$0.00	$270,259.48	$270,259.48
							42120-SCIF R&R	$0.00	$237,000.00	$237,000.00
							Federal	$0.00	$399,000.00	$399,000.00
							Total	**$0.00**	**$906,259.48**	**$906,259.48**

D. Project Approval - Amended (Connect NC Bond Funds) and State Capital and Infrastructure Fund (SCIF)

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
*	1	Alamance	Main	2452	Buildings: Classroom, Lab, Offices, Library Renovation/Nursing Expansion/Childcare Updates Project	Project is amended to increase scope of project to update and renovate library that is approximately 16,000 sq. ft. to an active learning center. **Contingent upon BOT approval 8/8/22**.	42120-SCIF R&R	$0.00	$1,400,000.00	$1,400,000.00
							Non-State	$3,536,070.00	$0.00	$3,536,070.00
							Total	**$3,536,070.00**	**$1,400,000.00**	**$4,936,070.00**
	2	Asheville-Buncombe	Main	2662	Building Access Control Upgrades	Project is amended to increase project cost due to bids coming in over budget.	42120-SCIF R&R	$848,000.00	$201,100.00	$1,049,100.00
							Federal	$52,000.00	$0.00	$52,000.00
							Total	**$900,000.00**	**$201,100.00**	**$1,101,100.00**
	3	Nash	Main	2442	Veterinary Medical Technology Addition	Project is amended to increase project cost due to bids coming in higher than anticipated.	46620 New	$589,377.00	$20,269.00	$609,646.00
							42120-SCIF New	$0.00	$663,643.00	$663,643.00
							Non-State	$157,285.00	$79,052.00	$236,337.00
							Total	**$746,662.00**	**$762,964.00**	**$1,509,626.00**

D. Project Approval - Amended (Connect NC Bond Funds) and State Capital and Infrastructure Fund (SCIF) - Continued

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
	4	Rockingham	Main	2152	Industrial Technologies I & II Renovation	Project is amended to increase project scope to add conditioned air and fume exhaust for welding labs.	46620 R&R	$3,260,000.00	$381,712.00	$3,641,712.00
							Non-State	$1,140,000.00	$0.00	$1,140,000.00
							Total	**$4,400,000.00**	**$381,712.00**	**$4,781,712.00**
*	5	Western Piedmont	Main	2516	Construction Trades Building	Amended to increase budget due to rising construction costs due to inflation and supply chain challenges. **Contingent upon BOT approval 8/9/22.**	46620 New	$1,311,156.18	$0.00	$1,311,156.18
							42120-SCIF New	$0.00	$849,926.00	$849,926.00
							Golden Leaf	$1,500,000.00	$0.00	$1,500,000.00
							Non-State	$4,204,500.45	$0.37	$4,204,500.82
							Total	**$7,015,656.63**	**$849,926.37**	**$7,865,583.00**
*	6	Wilkes	Main	2565	Cosmetology Renovation	Adding SCIF funds and removing non-state funds due to new OSBM Guidance. **Contingent upon BOT approval 8/11/22.**	42120-SCIF R&R	$0.00	$684,804.00	$684,804.00
							Non-State	$1,600,000.00	($684,804.00)	$915,196.00
							Total	**$1,600,000.00**	**$0.00**	**$1,600,000.00**

E. Project Approval - Final-Close out (Connect NC Bond Funds)

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget
*	1	Alamance	Main	2683	Gee Building First Floor and Library Renovation/Childcare Updates	Project is submitted for close out. **Contingent upon BOT approval 8/8/2022.**	42120-SCIF R&R	$1,400,000.00	($1,400,000.00)	$0.00
							Total	**$1,400,000.00**	**($1,400,000.00)**	**$0.00**
	2	Edgecombe	Main	2262	Norfleet House	Project is submitted for a decrease in cost for Final Project Close-out.	46620 R&R	$50,000.00	($39,986.35)	$10,013.65
							Total	**$50,000.00**	**($39,986.35)**	**$10,013.65**
	3	McDowell	Main	2601	Cedar Building Renovation	Project is submitted for a decrease in cost for Final Project Close-out.	46620 R&R	$270,259.48	($270,259.48)	$0.00
							Non-State	$636,000.00	($636,000.00)	$0.00
							Total	**$906,259.48**	**($906,259.48)**	**$0.00**
	4	Roanoke-Chowan	Main	2267	Jernigan Auditorium Update	Project is submitted for a decrease in cost for Final Project Close-out.	46620 R&R	$343,380.00	($32,365.00)	$311,015.00
							Total	**$343,380.00**	**($32,365.00)**	**$311,015.00**
	5	Rockingham	Main	2429	Keys Gym Improvement	Project is submitted for a decrease in cost for Final Project Close-out.	46620 R&R	$400,000.00	($381,712.00)	$18,288.00
							Non-State	$96,670.00	($96,670.00)	$0.00
							Total	**$496,670.00**	**($478,382.00)**	**$18,288.00**

F. Acquisition and Disposal of Real Property

	Item	College	Campus or County	Project Number	Acquisition and/or Disposal	Action Requested
	1	Cape Fear	New Hanover County		Disposal/Sale	The Board of Trustees of Cape Fear Community College requests permission as per G.S. 115D-15, to dispose of by sale, approximately .48 acres of property located at the intersection of Blue Clay Road and Sidbury Road. (1) Approximately .34 acres - Parcel No. R01800-004-001-001, (2) Approximately .07 acres - Parcel No. R01800-004-001-004, and (3) Approximately .09 acres - Parcel No. R02600-004-005-000. The college has found the property is unnecessary for college operations.
*	2	College of the Albemarle	Pasquotank County		Disposal/Transfer	The Board of Trustees of College of the Albemarle requests permission as per G.S. 115D-15, to dispose of by transfer, approximately 3 acres of property (Parcel No. 891402893760) located at 1208 N Road Street, Elizabeth City, NC to Pasquotank County. The transfer is for the county to secure a debt service loan for the construction of the Allied Sciences Simulation Building. **Contingent upon BOT approval 8/9/22.**
	3	Edgecombe	Edgecombe County		Disposal/Sale	The Board of Trustees of Edgecombe Community College requests permission as per G.S. 115D-15, to dispose of by sale, approximately .16 acres of property and .09 acres for a permanent easement (Parcel No. U-4424010) located at 2009 West Wilson Street, Tarboro, NC to the NC Department of Transportation. The college has found the property is unnecessary for college operations.
*	4	Southwestern	Jackson County		Disposal/Lease	The Board of Trustees of Southwestern Community College requests permission as per G.S. 115D-15, to dispose of by lease, approximately .8 acres of property located at 447 College Drive, Sylva, NC 28779. The college has found the property is unnecessary for college operations. **Contingent upon BOT approval 8/11/22.**

G. Project Approval - Hurricane Florence Funds

	Item	College	Campus or County	Project Number	Project Name	Description	Fund Source	Prior Budget	Board Action Funding Increase/ Decrease	Current Budget

H. Delegated Authority for Certain Capital Projects - between $500,000 and less than $2,000,000

	Colleges	Description
1	Caldwell Community College	Description Per the approved SBCC Guidelines, the following colleges have submitted a NCCCS 3-8A form requesting delegated authority. The colleges listed meet the criteria consistent with G.S.143-341 and 115D-9.
2	Cape Fear Community College	
3	Carteret Community College	
4	McDowell Technical Community College	
5	Nash Community College	

State Fund Legend

40720 - Special Projects/Equipment to Capital/Advanced Planning Funds S.L. 2006-66
41220 - Equipment to Capital S.L. 2011-145
41520 - Equipment to Capital S.L. 2015-241
41720 - Special Project S.L. 2017-57
41820 - Special Project S.L. 2018-5, Hurricane Relief funds S.L. 2018-136
41920 - Special Project S.L. 2019-235
42020 - Special Project S.L. 2019-235
42120 - SCIF ($400M) S.L. 2021-180
46620 - 2016 Connect NC Bonds S.L. 2015-280
SCIF - OSBM Administered S.L. 2021-180
SCIF - OSBM Administered S.L. 2022-174

STATE BOARD OF COMMUNITY COLLEGES
STATE BOARD RESERVE REPORT
FY 2021-22

VENDOR/GRANTEE	PROJECT TITLE	APPROVAL DATE	PROJECT PURPOSE	BUDGET	EXPENDED YTD	UNEXPENDED BALANCE
Vance Granville Community College	Mental Health First Aid Trainers	2/21/2020 (FC 02) 1/15/2021 (FC01)	Funds campus mental health and safety activities as part of the work of the NC Association of Community College Presidents' Mental Health and Safety Committee. The activities will include train-the trainer education created by the National Council for Behavioral Health (NCBH). This training (provided to one from each college) will position instructors to provide the mental health first aid course, which trains individuals to identify, understand, and respond to signs of mental illnesses and substance use disorders.	3,000	662.83	2,337.17
Various Contractors	Strategic Enrollment Advisory Committee	3/19/2020 (FC 01)	Supports the Strategic Enrollment Advisory Committee's program of assisting colleges in the development/improvement of Strategic Enrollment Management (SEM) Plans through peer consultation and professional development. The State Board of Community Colleges approved $2,770 for fiscal year 2019-20 and $6,310 for fiscal year 2020-21. ($2,770 carried forward into 20-21)	524.19	237.36	286.83
Wake Tech	Law Enforcement Training	6/5/20 (FC04) 10/15/20 (FC02)	Funds the development of additional training on topics such as de-escalation, relationship-based policing, and community interaction. The State Board of Community Colleges (SBCC) approved up to $100,000 from State Board Reserve over two years, with $57,230 in 2019-20 and the remainder in 2020-21. ($57,230 carried forward into 20-21) The State Board allocated an additional $62,500 in October 2020. Projected was completed 6/29/21.	3,622	-	3,622.11
System Office	Diversity, Equity, and Inclusion	1/21/2022 (FC05)	Provides training for System Office staff and Board Members; and developing a System Office Action plan around equity issues within the organization and to improve System Office ablity to support colleges.	75,000	12,040.00	62,960.00
Central Carolina and TBD	Curriculum Alignment in Critical Industries	1/21/2022 (FC05)	Enables colleges to use a Sector Strategies model for gathering industry input and aligning curriculum to meet their workforce demand. Primary focus is biotechnology, and future efforts in information technoloy and cybersecurity.	100,000	7,365.66	92,634.34
System Office	SNAP Employment and Training Expansion	1/21/2022 (FC05)	Expands existing SNAP Employment and Training programs by developing a guidebook and training program for colleges expanding their program and developing an easy-to-use time and effort tracking system for staff time that is eligible for matching federal funds from the SNAP E&T program.	75,000	25,012.21	49,987.79
TOTALS				**$ 257,146**	**$ 45,318.06**	**$ 211,828.24**

Summary of State Board Reserve Availability

FY 2021-22 Certified Budget	**$ 250,000**
FY 2020-21 OSBM Approved Carry Forward - Mental Health and Safety, Strategic Enrollment Advisory Committee, Law Enforcement Training	**$ 7,146**
Allocated to Date	**$ (257,146)**
State Board Reserve Balance	**$ -**

STATE BOARD OF COMMUNITY COLLEGES
Review of Finance Committee Charter

I. Background

The State Board of Community Colleges derives its authority from North Carolina General Statutes Chapter 115D and the State Board of Community Colleges Code (SBCCC). The Finance Committee has been part of the State Board of Community Colleges since the creation of the Community College System within the State Board of Education in 1963.

II. Purpose

The purpose of the Finance Committee is to oversee fiscal policies and the distribution of State and federal funds that support the administration and operation of institutions within the North Carolina Community College System.

III. Organization

The Finance Committee shall be a standing committee of the State Board of Community Colleges. The Chair of the State Board shall appoint the membership, designate the chair and vice-chair, prescribe the duties, and determine the size of the committee.

IV. Meetings

Regular meetings of the State Board shall be held at least ten times a year on dates determined by the State Board. The Finance Committee shall meet on the same schedule as the other standing committees, as determined by the State Board.

V. Responsibilities

The responsibilities of the Finance Committee shall be:

- To ensure that the System Office and the Community Colleges have in place processes and procedures that assess the following areas:
    - Budgeting – general administration, instructional services, and support services;
    - Collection of established tuition and fees within the policies established by the General Assembly;
    - Fiscal Policy and Management;
    - Capital Improvements and management of the State capital funds
- To understand the allocation process utilized by the System Office to distribute funding to the Community Colleges.
- To ensure that appropriate fiscal information to make well-informed decisions is received; and
- To report to the full State Board on fiscal matters an on-going basis.

VI. Duties

The specific duties of the Finance Committee shall include:

- Budgeting
    - Per G.S. 115D-31, the State Board of Community Colleges is responsible for providing funds to support current operating expenses for general administration, instructional services, and support services. The State Board is also responsible for providing funds for equipment for administrative and instructional purposes and library books;
    - Approve the System's expansion budget request and supports its adoption by the General Assembly;
    - Approve budget allocations to colleges, either via formula basis, competitive Request for Proposal (RFP), or other rationale, except as delegated by 1H SBCCC 200.1(b);
- Tuition and Fees
    - Establish curriculum tuition and continuing education registration fee rates;
    - Establish policies regarding student tuition and fees;
    - Monitor receipt collections;
    - Adopt financial aid award schedules and policies;
- Fiscal Policy and Management
    - Adopt budget and fiscal policies consistent with legislation;
    - Approve System Office contracts in excess of the amounts delegated 1A SBCCC 200.6;
    - Per G.S. 115D-58.14, the State Board may increase or decrease a college's purchasing delegation, in consultation with the Department of Administration. The maximum delegation amount is $100,000.
- Capital Improvements
    - Approve sites and capital improvement projects under G.S. 115D-5, except as delegated by 1H SBCCC 400.4;
    - Approve the sale, exchange, or lease of property under G.S. 115D-15;
    - Approve the acquisition of property under G.S. 115D-20
    - Approve special construction delegation to colleges under G.S. 115D-9.

The Committee may modify or supplement these duties and responsibilities as needed.

The Committee should periodically review and assess the adequacy of the Finance Committee Charter.

AGENDA
State Board of Community Colleges
LEGISLATIVE AFFAIRS COMMITTEE
Caswell Building, Dr. W. Dallas Herring State Board Room
Thursday, August 18, 2022, 4:15 p.m.
Mr. Bill McBrayer, Chair

Call to Order

Roll Call

Ethics Awareness and Conflict of Interest

Approval of Agenda

Approval of Minutes – May 19, 2022

For Information

- Review of Legislative Affairs Committee Charter
- Legislative Update

New Business

Adjourn

Questions relating to items on the Agenda should be addressed to
the Office of State Board Affairs at (919) 807-6970 or by e-mail at stateboard@nccommunitycolleges.edu

MINUTES
State Board of Community Colleges
LEGISLATIVE AFFAIRS COMMITTEE
Thursday, May 19, 2022

LEGISLATIVE COMMITTEE MEMBERS

Mr. Bill McBrayer, Chair	Dr. Lee Barnes*	Mr. Mark Merritt
Ms. Julie Ryan, Vice-Chair	Mr. Tom Looney	
Mr. Ray Trapp	The Hon. Terry Van Duyn	Mr. Jerry Vaughan

*Attended via zoom
Absent: The Hon. Sam Searcy

OTHER BOARD MEMBERS PRESENT

Dr. Ray Russell	Mr. Burr Sullivan*

COMMITTEE LIAISONS

Mr. Hank Daniel, JCC*	Dr. Dale McInnis, RCC-H*	Mr. Julian Philpott, CCCC*

OTHERS

Mr. Alex Fagg	Dr. Mark Poarch, CCCTI	President Thomas Stith,
Ms. Tiffany Howell		NCCCS

CALL TO ORDER
Mr. McBrayer called the meeting to order at 4:03 p.m.

ROLL CALL
Mr. Fagg took the roll of the Legislative Affairs Committee members.

ETHICS STATEMENT
Mr. McBrayer read the Ethics Awareness and Conflict of Interest Statement and asked if there were any known conflicts. None were noted.

APPROVAL OF THE AGENDA
Mr. McBrayer asked for a motion to approve the agenda for the meeting of May 19, 2022 Mr. Looney moved, seconded by Mr. Merritt, approved via voice vote. Mr. McBrayer asked for a motion to approve the February 18, 2022 meeting minutes. Ms. Van Duyn moved, seconded by Mr. Looney, approved via voice vote.

FOR INFORMATION
Legislative Update
Mr. McBrayer provided a brief update regarding the short session. He noted the session began yesterday. Mr. McBrayer stated the budget work has begun, noting the Governor released his budget (proposal), which was favorable for community colleges. He asked Mr. Fagg to discuss further. Mr. Fagg stated the coming budget is an adjustment budget, he noted a two-year

biennial budget has already been passed and the budget currently under review is an adjustment budget. Mr. Fagg stated the budget does fund the three-year plan approved by the Full Board, Presidents Association, and Trustees.

Mr. Looney asked how close the Governor's budget is to the request. Mr. Fagg responded the salary budget is an additional two and a half percent (2.5%) to the two and a half percent (2.5%) we are set to receive, which is over by one and a half percent (1.5%). He stated the capacity funding was requested at $46 million and the budget was proposed at about $50 million.

Mr. McBrayer stated the colleges' legislative meetings were effective in sharing the message for the three-year budget.

Mr. McBrayer announced Community College Day is June 8th at 10:00am in the Caswell Building. He stated meeting will take place throughout the day with a recognition meeting at 4:00pm in the Legislative Chamber.

Mr. McBrayer welcomed Dr. McInnis, Dr. McInnis stated the meetings presidents are having with local delegation are supporting the establishment of relationships and beginning to see evidence in the feedback received. He stated he is sharing the message is that short session is anticipated to be short and lead right into the committee work. He stated the plan is to continue to express the three-year budget during the campaign timeframe, as the message is also about the biennium budget. He stated in January the legislators will go back into session and the hope is to have the request at the fronts of their minds. Dr. McInnis stated he believes we have a great plan moving forward and a lot of momentum.

Mr. McBrayer welcomed Mr. Philpott. Mr. Philpott stated the consolidated message is helping to make a difference. He stated positive results are being seen. He stated the consolidated message and three-year plan approved by the Board, NCACCP, NCACCT has assisted is moving support.

President Stith stated he has met with Senate Budget chairs and House Budget chairs and concur with the previous report. He acknowledged the understanding the short session is expected to be short. He congratulated everyone for their hard work and reminded everyone this is a three-year plan, which should strategically position for the short session and moving forward. President Stith stated it will be key to continue sharing the message moving forward.

Mr. McBrayer stated updates will continue to be received.

NEW BUSINESS

Mr. McBrayer stated Mr. Jonathan Harris, delegate for the Lt. Governor, met with Mr. McBrayer to visit and tour Catawba Valley Community College along with Senator Adams and Senator Proctor. He stated Mr. Harris is very supportive of the community colleges.

Mr. Looney acknowledged the work of combining the message and having engagement from trustees as well. He suggested talking point that he used through his communication with legislators. Mr. Fagg stated they are working on a "leave behind" document and encouraged sharing ideas. Mr. Looney shared the importance of keeping the materials updated.

ADJOURN

Mr. McBrayer declared the meeting adjourned at 4:40 p.m.

Respectfully submitted,
Tiffany Howell

2023 State Board of Community Colleges
Meeting Calendar

SBCC COMMITTEE MEETING	SBCC BOARD MEETING
Thursday, January 19, 2023	Friday, January 20, 2023
Thursday, February 16, 2023	Friday, February 17, 2023
Thursday, March 16, 2023	Friday, March 17, 2023
Thursday, April 20, 2023	Friday, April 21, 2023
Thursday, May 18, 2023	Friday, May 19, 2023
Thursday, June 15, 2023*	Friday, June 16, 2023*
Thursday, July 20, 2023	Friday, July 21, 2023
Thursday, August 17, 2023	Friday, August 18, 2023
Planning Meeting *TBD* Wednesday, September 13, 2023 through Thursday September 14, 2023 (morning) **Committee Meetings** Thursday, September 14, 2023 (afternoon)	Friday, September 15, 2023
Thursday, October 19, 2023	Friday, October 20, 2023
Thursday, November 16, 2023	Friday, November 17, 2023
Thursday, December 14, 2023*	Friday, December 15, 2023*

***The State Board of Community Colleges does not typically meet during the months of June and December.**
In the event a meeting is required during these months potential meeting dates have been established and are highlighted in gray.
Members are requested to hold these dates on their calendars until notified that they are no longer necessary.