

**MINUTES**  
**State Board of Community Colleges**  
**FINANCE COMMITTEE**  
**Thursday, January 17, 2019 - 1:30 p.m.**

**FINANCE COMMITTEE MEMBERS PRESENT:**

Lynn Raye, Chair	Bill McBrayer	Chairman Scott Shook
James Rose	Frank Johnson	

Members absent: Lt. Gov. Dan Forest, Treasurer Dale Folwell, Ms. Lisa Estep

**OTHERS IN ATTENDANCE:**

President Hans	Dorrine Fokes	Gilda Rubio-Festa
Elizabeth Grovenstein	Nancye Gaj	Kimberly Van Metre
Brian Long	Cheryl Kaminski	Carolyn Hipple, NCACCT
Q. Shante' Martin	James "JW" Kelly	Dr. David Shockley,
Mary Shuping	Petrina Lyons	President Surry CC
Brandy Andrews	Rondra McMillan	
Teretha Bell	Matt Meyer	

**WELCOME**

Mr. Raye called the meeting to order at 1:45 p.m. in the Conference Room 201.

**ROLL CALL**

Ms. Lyons took the roll of the Finance Committee members.

**ETHICS STATEMENT**

Mr. Lynn Raye read the required ethics statement. There were no conflicts of interest.

**APPROVAL OF THE AGENDA**

Mr. Raye asked for a motion to approve the agenda of the meeting as presented. Mr. F. Johnson motioned for approval. Mr. Lynn Raye seconded the motion, and the Committee approved.

**APPROVAL OF THE MINUTES**

Mr. Raye asked for a motion to approve the minutes of the November 16, 2018 meeting. Mr. Johnson motioned for approval. Mr. Rose seconded the motion, and the Committee approved.

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**FOR ACTION**

**Initiate Rulemaking to Adopt 1B SBCCC 200.3 – "Establishing Multi-Campus Centers"**

**(Attachment FC 01)**

Mr. Raye asked for a motion to suspend the rules to move Attachment FC 01 from For Future Action to For Action. Mr. F. Johnson motioned for approval, Mr. Rose seconded the motion and the committee approved moving Attachment FC 01 to For Action.

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Ms. Grovenstein provided background on the request to Initiate Rulemaking to Adopt 1B SBCC 200.3. of “Establishing Multi-Campus Centers”. This request comes from the State Board’s Multi-Campus Committee. A multi-campus center (“MCC”) is a convenience location in the community college service area to provide appropriate population and geographic access for community outreach, testing, faculty and staff offices, as well as literacy, continuing education, and curriculum instruction. Ms. Grovenstein reviewed the proposed policy. In response to committee questions and discussion, Ms. Grovenstein shared three items in the policy that had not been included in past policy or practice:

(c) (1) establishes the MCC must be ten miles from the main campus or other MCC locations (effective with MCCs established after the rule is effective);

(c) (6) requires the requesting college to consult with community college institutions contiguous to the MCC

(c) (9) establishes a timeframe and process if an MCC drops below the minimum required level

Mr. F. Johnson motioned for approval, Mr. Rose seconded the motion. The Committee approved Initiate Rulemaking to Adopt 1B SBCCC 200.3\_ “Establishing Multi-Campus Centers” (Attachment FC 01) as presented.

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**Additional Allocation for Title II Adult Education and Family Literacy Acts Providers (Attachment FC 02)**

Ms. Grovenstein stated the State Board of Community Colleges was asked to approve \$1,500,000 of carryover funds from the Title II Adult Education and Family Literacy Act (AFLEA) to the 63 Title II funded designated providers for FY 2018-19. The funds are allocated based upon the number of successes from the 2017-18 Measurable Skills Gains. The committee members discussed the item.

Mr. F. Johnson motioned for approval, Chairman Scott Shook seconded the motion. The Committee approved the Additional Allocation for Title II Adult Education and Family Literacy Acts Providers (Attachment FC 02) as presented.

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**State Board Reserve and Perkins Funding for Student Services Academies (Attachment FC 03)**

Ms. Grovenstein reviewed Attachment FC 03, a request for \$10,000 of State Board Reserve and \$9,800 of Perkins Career and Technical Education funds to develop two additional academies– The Chief Student Development Administrators Leadership Academy and The Disability Services Leadership Academy. These funds will be used to hire personnel to develop the materials and student registration fees will sustain the academies. Dr. Kelley responded to committee questions that the funds will pay for personnel to develop the course materials. The academies would be offered in Fall 2019.

Mr. F. Johnson motioned for approval, Mr. Rose seconded the motion. The Committee approved the State Board Reserve and Perkins Funding for Student Services Academies (Attachment FC 03) as presented.

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**Tuition and Registration Fee Waiver Report (Attachment FC 04)**

Ms. Grovenstein reviewed the Tuition and Registration Fee Waiver report. This is the 2<sup>nd</sup> year of a required report to the General Assembly on the number and type of statutory tuition and registration fee waivers. The total amount of tuition and registration fees not collected due to these waivers is \$103.5 million and there is a total of about 836,000 waivers. In response to committee questions, Ms. Grovenstein explained that although we do not collect these receipts, colleges do receive funding for the FTE served in these programs and our receipts budget is adjusted annually as a part of the enrollment growth request.

Mr. McBrayer motioned for approval, Mr. F. Johnson seconded the motion. The Committee approved the Tuition and Registration Fee Waiver Report (Attachment FC 04) as presented.

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**Allocation for Finish First (Attachment FC 05)**

Mr. Raye called upon President Hans to discuss this item. President Hans reminded the committee that the State Board heard about the Finish First initiative at the May 2018 meeting held at Wake Technical Community College (WTCC). He explained that Finish First is a tool that WTCC developed that provides data on thousands of students who are either eligible for a credential of a certain % / number of courses away from a credential. Belk Foundation has granted funding to the System Office for WTCC to implement this tool with colleges across our System. Dr. Matt Meyer explained that WTCC has already piloted the tool with 11 of the community colleges. He also explained that they just returned from a national meeting where this was presented, and other states are interested in this tool.

Mr. McBrayer motioned for approval, Mr. F. Johnson seconded the motion. The Committee approved the Allocation for Finish First (Attachment FC 05) as presented.

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**Allocation for Minority Male Success Initiative (Attachment FC 06)**

Ms. Grovenstein explained that this request is for a new three-year grant cycle starting July 1, 2019. System Office staff refocused this program to allow colleges to apply for one of three possible projects – early alert, success coach, or programmatic. College applications were reviewed and scored by a committee and the recommendations are presented. In response to committee questions, Dr. Kelley explained that the System Office will be collecting data about each college’s project with hopes to have evidence of effectiveness that allows us to expand the program in the future.

Mr. F. Johnson motioned for approval, Mr. McBrayer seconded the motion. The Committee approved the Allocation for Minority Male Success Initiative (Attachment FC 06) as presented.

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**Title II Funding for Professional Development and Technical Assistance (Attachment FC 07) [CA]**

Ms. Grovenstein reviewed the request to allocate \$50,000 of Title II funding and reduce the amount of State Board reserve from the previously approved amount of \$125,000 down to \$25,000.

Mr. F. Johnson motioned for approval, Mr. Rose seconded the motion. The Committee approved Title II Funding for Professional Development and Technical Assistance (Attachment FC 07) [CA] as presented.

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**Allocation for Tobacco Trust Fund Commission Grant (Attachment FC 08) [CA]**

Ms. Grovenstein explained that this is funding remaining from the grant allocation from the Tobacco Trust Fund Commission and the amounts requested are what each eligible college requested.

Mr. F. Johnson motioned for approval, Mr. Rose seconded the motion. The Committee approved the Allocation for Tobacco Trust Fund Commission Grant (Attachment FC 08) [CA] as presented.

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**Regional Apprenticeship NC Coordinators (Attachment FC 09) [CA]**

Ms. Grovenstein explained that the State Board previously approved the allocation for the coordinators at Asheville-Buncombe Technical Community College, Montgomery Community College, Pitt Community College, and Wayne Community College and this request will provide funds for computers and phones for these coordinators.

Mr. F. Johnson motioned for approval, Mr. Rose seconded the motion. The Committee approved the Regional Apprenticeship NC Coordinators (Attachment FC 09) [CA] as presented.

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**Construction and Property (Attachment FC 10) [CA]**

Ms. Grovenstein reviewed the Construction and Property requests.

Mr. Rose motioned for approval, Mr. Johnson seconded the motion. The Committee approved the Construction and Property (Attachment FC 10) [CA] as presented.

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**FOR INFORMATION**

**Estimated Receipts-December 2018 (Attachment FC 11)**

Ms. Grovenstein reviewed the estimated receipts. There continues to be a receipt shortfall similar to last fiscal year. As a result, a budget call back was issued this morning. The full impact from Hurricane Florence will be seen in the Spring and the legislature appropriated \$8.5 million to offset any receipt shortfall from Hurricane Florence.

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**SBCC Code Report (Attachment FC 12)**

Ms. Grovenstein stated the SBCC Code report shows the pending item of FC 01 from today's Finance Committee meeting.

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**Connect NC Bond Status Report (Attachment FC 13)**

Ms. Grovenstein stated this is a quarterly report for submission to the General Assembly. The State Board has approved the commitment of \$292,759,589 or 84% of the \$350,000,000 Connect NC Bond Funds. Colleges are currently spending 53% on new construction and 47% on repair and renovation from Connect NC Bond funds.

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**ADJOURNMENT**

Mr. Rose motioned, seconded by Mr. McBrayer, and the meeting was adjourned at 2:48 p.m.

Ms. Elizabeth Grovenstein,  
Vice President and Chief Finance Officer  
and Petrina Lyons,  
Recording Secretary