

MINUTES
State Board of Community Colleges
FINANCE COMMITTEE
Thursday, May 19, 2022 – 1:30 p.m.
Dr. Lee Barnes, Chair

Finance Committee Members Present

Dr. Lee Barnes, Chair* Mr. Andy Penry*
Dr. Shirley Carraway Treasurer Dale Folwell*

Attended via phone or Zoom technology*

Members absent: The Honorable Sam Searcy, Ms. Sarah West

Other SBCC Members:

Chair Burr Sullivan*
The Honorable Ray Russell
Ms. Julie Ryan
Mr. Tom Looney
Mr. Mark Merritt

OTHERS IN ATTENDANCE:

President Thomas Stith III*	Ms. Kathy Davis	Ms. Claudia Robinette
Ms. Brandy Andrews	Dr. Bruce Mack	(Trustee, Richmond CC)
Dr. Kimberly Gold	Ms. Halima Sharif	Ms. Caroline Hibble
Ms. Tawanda Artis	Ms. Jonnell Carpenter	(Education NC)
Mr. Alex Fagg	Ms. Tiffany Howell	Dr. Rusty Hunt
Mr. Brett Altman	Ms. Petrina Herring	(Lenior CC)
Mr. Patrick Fleming	Ms. Dorrine Fokes	Dr. Scott Rolls
Mr. Tory Russo*	Mr. Barry Sink	(Wake Tech CC)
Mr. Jason Cobb	Mr. Scott Coral	
Dr. Bob Witcher		

CALL TO ORDER

Dr. Barnes called the meeting to order at 1:42 p.m.

ROLL CALL

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

ETHICS STATEMENT

Dr. Barnes read the required ethics statement. There were no conflicts of interest.

APPROVAL OF THE AGENDA

Dr. Barnes asked for a motion to approve the agenda of the meeting as presented Treasurer Folwell moved, seconded by Chair Sullivan, and the motion was unanimously approved via voice vote.

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APPROVAL OF THE MINUTES

Dr. Barnes asked for a motion to approve the minutes of the April 21, 2022 Finance Committee meeting. Mr. Penry moved, Chair Sullivan seconded the motion, and the motion was unanimously approved via voice vote.

FOR ACTION

Allocations for Expansion of Apprenticeships Programs (Attachment FC 02)

Ms. Andrews stated Session Law 2021-180, appropriated \$12 million dollars from the State Fiscal Recovery Fund.

Ms. Andrews explained this item comes before the State Board to request approval of \$11,600,00 for an allocation to establish a temporary program to expand the apprenticeship opportunities for high school and non-high school apprentices between the ages of 16 and 25.

Ms. Andrews stated per the Legislation fifty colleges who serve Tier 1 and Tier 2 counties are eligible for this program. Ms. Andrews explained that the program will provide for small businesses to participate in apprenticeships to meet business needs.

Ms. Andrews stated the program will lead to certifications, licenses, associates degrees, and a career field in full-time employment.

Ms. Andrews reviewed in the rationale section list that indicates the county tier ranking, and college in the service area.

Ms. Andrews explained to the Board that colleges will submit eligible apprentice agreements to the System Office program staff. Ms. Andrews stated upon review, the System Office program staff will notify both the college representative and System Office finance of any allocations that are approved.

Ms. Andrews stated funding is consistent with the availability of the State Fiscal Recovery Funds and must be obligated by December 31, 2024 and expended by December 31, 2026.

Dr. Carraway motioned for approval; Treasurer Folwell seconded the motion. The Committee approved Allocations for Expansion of Apprenticeships via voice vote (Attachment FC 02).

Guidelines for Certain Capital Projects (Attachment FC 01)

Ms. Andrews stated you may recall we previously discussed this item because of the Session Law 2021-180 budget and the technical corrections in Session Law 2022-6.

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Ms. Andrews stated we are requesting for you to consider two actions that when take together will provide community college transition for construction projects between \$500,000 and less than \$2,000,000.

First, we are asking for approval of the attached Construction Delegated Authority Guidelines for Certain Capital Projects. Second, we are asking you to send a request on behalf of the colleges for continued supervision of projects between \$500,000 and less than \$2,000,000, until such time a college is approved under the Construction Delegated Authority Guidelines.

Ms. Andrews stated to the Board that we would like to make sure you understand this will only apply to the 54 colleges that do not currently have existing delegations under the \$4,000,000 guidelines that you have already approved and have in place.

Ms. Andrews said this does not replace the \$4 million delegation, this will be an added option for colleges.

Ms. Andrews reviewed Attachment FC 01A.

Ms. Artis reviewed the new verbiage to be changed in the item with the Board.

Ms. Andrews, Ms. Artis, and the Committee discussed the item.

Chair Sullivan motioned with revisions according to Ms. Artis; Dr. Carraway seconded the motion. The Committee approved Guidelines for Certain Capital Projects via voice vote. (Attachment FC 01).

Contract Adjustment for Supplemental Support of College Information System (CIS)
Attachment FC 03)

Ms. Andrews explained we are asking for the State Board to approve an additional \$300,000 to increase the existing managed services contract for supplemental support for the College Information System (CIS).

Ms. Andrews stated that at the State Board meeting on November 19, 2021, the Board approved the contract for supplemental technical support in the amount not to exceed \$600,000. This request would increase the not to exceed amount to \$900,000.

Ms. Andrews explained the Managed Services Contract provides necessary knowledge skills and ability while the System Office recruits permanent staff to fill existing vacancies. This support will ensure colleges receive necessary software updates and technical assistance.

Ms. Andrews stated the request provides funding for three contract staff through December 31, 2022. This contract is flexible and contract staff can be added or removed as required by the NCCCS.

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Ms. Andrews reviewed the Fund Source and Availability in item FC 03.

President Stith, Ms. Andrews, Mr. Fleming, Mr. Ruso, Ms. Davis, and the Committee discussed the item.

Dr. Carraway motioned for approval; Mr. Penry second the motion. The Committee approved Contract Adjustment for Supplemental Support of College Information System (CIS) (Attachment FC 03) via voice vote; Noting that Treasurer Folwell voted nay to FC 03.

Allocation for Virtual Learning Community Centers (Attachment FC 04)

Ms. Andrews stated every year at this time we bring this allocation request to you for approval of \$650,000 to renew funding for three existing Virtual Learning Community (VLC) Centers for the upcoming fiscal year and this amount for \$650,000 is the same that we have in our current year.

Ms. Andrews explained the VLC is a collaborative system effort to increase the quality and availability of online learning and support services for the benefit and success of distance learning students.

Ms. Andrews stated the VLC was started in 1999, and expanded in 2006, the State Board approved the proposal in May 2011 that allowed for the location of these centers to become permanent contingent upon satisfactory performance.

Ms. Andrews reviewed the table in item FC 04.

Funding is contingent upon the availability of FY 2022-23 State General Fund appropriations and the execution of Memorandums of Understanding with the colleges.

Chair Sullivan motioned for approval; Dr. Carraway second the motion. The Committee approved Allocation for Virtual Learning Community Centers via voice vote (Attachment FC 04).

Contract for Learning Management System, Online Helpdesk, Video Conferencing , and Software as a Service Hosting (Attachment FC 05)

Ms. Andrews stated we are asking the Board to approve a contract with Blackboard, Inc. in an amount not to exceed \$1,429,086 for licenses for the System Office and 15 community colleges.

Ms. Andrews explained this contract covers many items such as Blackboard Learn Learning Management System (LMS), Blackboard Student Services online helpdesk, Blackboard Collaborate for the System Office, and Software as a Service for hosting.

Ms. Andrews reviewed the Rationale in item FC 05.

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Ms. Andrews stated the contract period will be from July 1, 2022, through June 30, 2023, for next fiscal year. Ms. Andrews explained this is fifteen thousand dollars higher than the current year contract.

Ms. Andrews stated funding is contingent upon the State General appropriation.

Mr. Fleming, Ms. Davis, and the Committee discussed the item.

Chair Sullivan motioned for approval; Dr. Carraway seconded the motion. The Committee approved Contract for Learning Management System, Online Helpdesk, Video Conferencing, and Software as a Service Hosting (Attachment FC 05) via voice vote.

Contract for Moodle Hosting Services (Attachment FC 06).

Ms. Andrews stated FC 06 is the contract for Moodle Hosting Services and it is an annual IT item that we have brought to the Board.

Ms. Andrews stated we are asking approval for a one-year contract with two options to renew the Moodle learning management system open (LMS) software and hosting services for amount not to exceed \$1,021,770 . This contract will be for the upcoming 2022-23 fiscal year, and it is \$170,000 dollars more than our current contract.

Ms. Andrews explained currently this service provides thirty-two colleges with the necessary tools to support online student learning.

Ms. Andrews stated there was one more college (James Sprunt CC) that was added to the contract for a total of thirty- three community colleges now use this contract.

Ms. Andrews reviewed the table in item FC 06.

Mr. Fleming, Ms. Davis, and the Committee discussed the item.

Mr. Penry motioned for approval; Dr. Carraway seconded the motion. The Committee approved Allocation for Moodle Hosting Services (Attachment FC 06).

Contract for Environmental, Health, and Safety Compliance (Attachment FC 07)

Ms. Andrews stated each year we bring to you a request to approve an allocation for a contract with Blue Ridge Community College to fulfill the state and federal regulations as per Occupational Safety and Health Administration Standards Part 1910.

Ms. Andrews explained last year and many years the contract was \$281,500.

Ms. Andrews stated this year an amendment covered some increases in cost.

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Ms. Andrews stated we are asking the Board to approve funds for a three-year contract for \$309,205 per year.

Chair Sullivan motioned for approval; Dr. Carraway seconded the motion. The Committee approved Contract for Environmental, Health, and Safety Compliance (Attachment FC 07) via voice vote.

Allocation for the NC Motorcycle Safety Education Program (Attachment FC 08)

Ms. Andrews stated this is the annual allocation to Lenoir Community College for the NC Motorcycle Safety Education Program for the upcoming fiscal year.

Ms. Andrews stated we are asking the Board to approve the allocation not to exceed \$557,433.

Ms. Andrews explained Lenoir Community College has been the host college since 1998 and provides support to the local community colleges that offer the Motorcycle Safety Program. To date, there are thirty-four community college sites and two mobile units, that offers seven courses.

Ms. Andrews stated this allocation is for the fiscal year July 1, 2022, through June 30, 2023 and it is funded by a four-dollar tax imposed on each private motorcycle registered in the state.

The Committee unanimously approved Allocation for the NC Motorcycle Safety Education Program (Attachment FC 08) via voice vote.

Construction and Property – May 2022 (Attachment FC 09)

Ms. Andrews reviewed the requested construction and property items.

Dr. Carraway motioned for approval; Chair Sullivan seconded the motion. The Committee approved Construction and Property – May 2022 (Attachment FC 09) via voice vote.

For Information

Estimated Receipts – April 2022(Attachment FC 10)

Ms. Andrews reviewed FC 10.

ADJOURNMENT

Dr. Barnes adjourned the meeting 2:59 pm

Respectfully Submitted,
Petrina L. Herring,
Recording Secretary