

**MINUTES**  
**State Board of Community Colleges**  
**FINANCE COMMITTEE**  
**Thursday, September 19, 2019 – 1:45 p.m.**

**FINANCE COMMITTEE MEMBERS PRESENT:**

Lisa Estep, Vice-Chair	Scott Shook	Steven Walker
Breeden Blackwell	Frank Johnson	(designee for Lt. Governor)
Bill McBrayer		

Members absent: Treasurer Dale Folwell, Jim Rose, Burr Sullivan, Clark Twiddy

**OTHERS IN ATTENDANCE:**

Elizabeth Grovenstein	Jonathan Harris	Dr. Rusty Hunt
Andrea Poole	Lynn Austin (NCACCT)	(Lenoir CC)
Maureen Little	Julie Woodson (NCACCT)	
Mary Shuping	Linda Suggs (Gates FND)	

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**CALL TO ORDER**

Ms. Estep called the meeting to order at 1:45 p.m.

**ROLL CALL**

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

**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. Mr. Shook moved, seconded by Mr. Walker, and the Committee approved.

**APPROVAL OF THE MINUTES**

Ms. Estep asked for a motion to approve the minutes of the August 15, 2019 meeting. Mr. Johnson moved, Mr. Walker seconded the motion, and the Committee approved.

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**FOR ACTION**

**FY 2019-20 Baseline Budget (Attachment FC 01)**

Ms. Grovenstein explained the FY 2019-20 Baseline Budget document provides colleges with the State formula and categorial allocations authorized under G.S. 143C-5-4. The FY 2019-20 Baseline Budget allocations reflect all recurring funds authorized from the 2018-19 fiscal year updated for 2019-20 budget full-time equivalent enrollment (budget FTE) or other applicable data.

Ms. Grovenstein stated the purpose of this item is to allocate funds in compliance with G.S. 143-5-4.

Ms. Grovenstein explained the budget summary on page five of Attachment FC 01 to the Committee.

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Ms. Grovenstein and the Committee discussed the item.

Mr. Walker motioned for approval; Mr. Johnson seconded the motion. The Committee approved FY 2019-20 Baseline Budget (Attachment FC 01) as presented.

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**Contract Amendment for Broadband Connectivity (Attachment FC 02)**

Ms. Grovenstein stated this item is amendment to an existing contract with MCNC.

Ms. Grovenstein explained MCNC is the nonprofit organization that operates the broadband connection for public schools, universities, and community colleges.

Ms. Grovenstein stated MCNC is changing the video service and the delivery to the Cisco meeting App at no additional cost.

Ms. Grovenstein explained that we would like to extend the contract for another five years to lock in this rate for the NC Community College System Office and the Community Colleges.

Ms. Grovenstein explained the table on page two of Attachment FC 02.

Ms. Grovenstein and the Committee discussed the item.

Mr. Walker motioned for approval; Mr. Johnson seconded the motion. The Committee approved Contract Amendment for Broadband Connectivity (Attachment FC 02) as presented.

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**Title II Funding for Professional Development and Technical Assistance (Attachment FC 03)**

Ms. Grovenstein explained this request comes from our College and Career Readiness in the Program Division in Dr. Gold's area.

Ms. Grovenstein stated it's for federal Section 243 funding under the Work Innovation and Opportunity Act (WIOA).

Ms. Grovenstein said this section of the law assists colleges and other providers to work to assist students increasing English language learning students transferring to the workforce.

Ms. Grovenstein stated we have ten providers the Board has approved for this funding. Reading Connections is one of those providers the board approved. Ms. Grovenstein explained Reading Connections would assist the other programs with their program. For example, they would provide training and technical assistance.

Ms. Grovenstein stated Reading Connections partners with many corporate organizations and other organizations in the community.

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Ms. Grovenstein explained the deliverables on page three of Attachment FC 03 to the Committee.

Ms. Grovenstein, Ms. Poole, and the Committee discussed the item.

Mr. Johnson motioned for approval; Mr. Walker seconded the motion. The Committee approved Title II Funding for Professional Development and Technical Assistance (Attachment FC 03) as presented.

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**Allocation for Improving Career and Technical Assistance (Attachment FC 04)**

Ms. Grovenstein explained Allocation for Improving Career and Technical Assistance is federally funded through Career and Technical Education Perkins grant. Ms. Grovenstein said in the grant there is specifically set aside a million dollars that is for a reserve fund. Ms. Grovenstein explained that the federal law requires the reserve is allocated to rural providers.

Ms. Grovenstein stated Dr. Bob Witchger put together this proposal to allocate that reserve fund for forty-two rural colleges. Ms. Grovenstein explained the allocation is for supporting the colleges, improving their programs, developing their programs of study, and Pathways that lead to high skill or in demand occupations.

Ms. Grovenstein stated the forty-two colleges were found to have a service area population per square mile less than 250, which meets the definition of rural used by the NC Rural Center. The sixteen colleges with a service area population per square mile above 250 were removed.

Ms. Grovenstein explained the funding per college on page two of table Attachment FC 04 to the Committee.

Ms. Grovenstein, Dr. Witcher, Dr. Kelly, and the Committee discussed the item.

Mr. Walker motioned for approval; Mr. Johnson seconded the motion. The Committee approved Allocation for Improving Career and Technical Assistance (Attachment FC 04) as presented.

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**Adoption After Review of Comments for Amendment to 1B SBCC 200-.3 – Establishing Multi-Campus Centers (Attachment FC 05)**

Ms. Grovenstein explained the background to the Committee.

Ms. Grovenstein explained the new definitions of types of instruction are to be effective July 1.

Ms. Grovenstein reviewed page two of Attachment FC 05 to the Committee.

Ms. Grovenstein and the Committee discussed the item.

Mr. Walker motioned for approval; Mr. McBrayer seconded the motion. The Committee approved Adoption After Review of Comments for Amendment to 1B SBCC 200.3 – Establishing Multi-Campus

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Centers (Attachment FC 05) as presented.

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Adoption of 1B SBCC 100.1- Definitions (Attachment FC 06)

Ms. Grovenstein explained the background and the following definitions to the Committee.

- (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.

Ms. Grovenstein and the Committee discussed the item.

Mr. Walker motioned for approval; Mr. Johnson seconded the motion. The Committee approved (Attachment FC 06) Adoption of 1B SBCC 100.1- Definitions as presented.

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Adoption of Amendment to 1E SBCCC 700.4 – College Access, Parking and Security (CAPS) Fee (Attachment FC 07)

Ms. Grovenstein reviewed the background of the item to the Committee.

Ms. Grovenstein stated the item is for providing student transportation, security, parking enforcement, and maintaining the college’s parking facilities.

Ms. Grovenstein and the Committee discussed the item.

Mr. Johnson motioned for approval, Mr. McBrayer seconded the motion. The Committee approved Adoption of Amendment to 1E SBCCC 700.4 – College Access, Parking and Security (CAPS) Fee (Attachment FC 07) as presented.

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Construction and Property (Attachment FC 08)[CA]

Ms. Grovenstein reviewed the requested construction and property items.

Ms. Grovenstein and the Committee discussed the item.

Mr. Johnson motioned for approval; Mr. McBrayer seconded the motion. The Committee approved Construction and Property (Attachment FC 08) as presented.

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**For Information**

Annual Report to the State Building Commission on Construction Delegation Authority (Attachment FC 09)

Ms. Grovenstein reviewed the report.

Ms. Grovenstein and the Committee discussed the item.

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Capital Improvement Funds Expended or Obligated (Attachment FC 10)

Ms. Grovenstein reviewed the item.

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**NEW BUSINESS**

**ADJOURNMENT**

Mr. Walker motioned, seconded by Mr. Johnson and the meeting was adjourned at 3:03 p.m.

Respectfully Submitted,

Petrina Lyons,  
Recording Secretary