

MINUTES
State Board of Community Colleges
FINANCE COMMITTEE
Thursday, May 18, 2017 - 1:30 p.m.

FINANCE COMMITTEE MEMBERS PRESENT:

Lynn Raye, Chair	Lisa Estep	Robert Stephens
Janet Lowder, Vice Chair	Jim Rose	

Members absent: Treasurer Dale Folwell and Todd Johnson

OTHERS IN ATTENDANCE:

Elizabeth Grovenstein	Todd Dunn	Bryan Conrad (OSBM)
Brandy Andrews	Dorrine Fokes	Cheryl Kaminski
Stephen Reeves	Wanda White	Susan Barbitta
Amanda Foster	Kathy Davis	Lawrence Rouse (NCACCP)
Sharon Rosado	Teretha Bell	Allen McCullough (BRCC-EHSI)
Jim Parker	Debbie Batten	Mary Shuping

WELCOME AND ETHICS STATEMENT

Mr. Lynn Raye called the meeting to order at 1:29 p.m. in Conference Room 201A. Mr. Raye read the required ethics statement. There were no conflicts of interest.

ROLL CALL

Amanda Foster took the roll of the Finance Committee members.

APPROVAL OF THE AGENDA

Mr. Raye reviewed the agenda and suspended the rules for FC 4, the Initiation of the Rulemaking Process to Amend 1E SBCCC 800.2, to move the item from "For Future Action" to "For Action". Ms. Janet Lowder moved, seconded by Mr. Jim Rose.

Due to the need for a closed session discussion, Mr. Raye requested that FC 9, Service Agreement for College Information Systems Enhancement and Support Services, be moved to the end of the committee meeting. Mr. Rose moved, seconded by Ms. Estep.

After the proposed changes to the agenda were discussed, Mr. Raye asked for a motion to approve the agenda as amended. Mr. Robert Stephens moved, seconded by Ms. Lisa Estep.

APPROVAL OF THE MINUTES

Mr. Raye asked for a motion to approve the minutes of the April 20, 2017 meeting as presented. Ms. Lisa Estep moved and Mr. Robert Stephens seconded the motion.

FOR INFORMATION

Estimated Receipts (Attachment FC 1)

Ms. Grovenstein reviewed the April 2017 Estimated Receipts. Ms. Grovenstein stated that receipts through the end of April were approximately \$341.9 million, which is about 87.6% of

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the budget. Ms. Grovenstein further stated that receipts are down slightly, approximately 2.8%, as compared to last year's benchmark, but positive receipts are expected in May and June due to summer school tuition.

Budget Update – May 2017 (Attachment FC 2)

Ms. Grovenstein presented the budget tracking sheet which gives a side by side comparison of the NCCCS budget priorities verses the Governor and Senate budgets. Ms. Grovenstein proceeded to review the individual line items proposed within the budget. Committee members requested language and talking points to assist in securing funding for the NCCCS Short-Term Workforce Training Programs.

SBCC Code Report – May 2017 (Attachment FC 3)

Ms. Grovenstein explained the report is a standard item, and there were two items that went into effect May 1, 2017.

For Action

Initiation of the Rulemaking Process to Amend 1E SBCCC 800.2 (Attachment FC 4)

Upon approval of the agenda, the item was moved from "For Future Action" to "For Action". Ms. Grovenstein explained the need for clarification of the language for the proposed amendment on continuing education for BLET courses and sponsorships.

After discussion, Mr. Stephens motioned for approval, seconded by Ms. Estep.

Allocation for NC Motorcycle Safety Education Programs (Attachment FC 5)

Ms. Grovenstein explained that this is an annual allocation for Lenoir Community College to provide support for the North Carolina Motorcycle Education Program. Funding is in a four-dollar imposed tax for each private motorcycle registration. Mr. Raye praised the program and stated that it has saved his life on two occasions.

Mr. Rose motioned for approval, seconded by Ms. Lowder, and the request was approved.

Allocation for Virtual Learning Community Course Development and Training (Attachment FC 6)

Ms. Grovenstein reviewed the request for the approval of \$250,000 for ten online curriculum courses and faculty. The funding would provide the online courses from the appropriation from the 2 + 2 E-Learning Initiative.

Mr. Rose motioned for approval, seconded by Mr. Stephens, and the request was approved.

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Contract for Environmental Safety and Health Compliance (Attachment FC 7)

Upon presentation of the agenda item, Ms. Grovenstein introduced Mr. Alan McCullough from Blue Ridge Community College to explain the need for continued funding of the program. He proceeded to outline the scope of the work and support he and his staff provide to colleges.

After further discussion and questions, Mr. Rose moved, seconded by Mr. Stephens and the request was approved.

Allocation for Career and College Ready Graduate Alignment Partnerships (Attachment FC 8)

Ms. Grovenstein introduced the agenda item by bringing attention to the issues luncheon where Ms. Susan Barbitta presented the subject to the State Board. Ms. Barbitta explained that the National Repository of Online Courses (NROC) has given the colleges an excellent rate which would allow 13 colleges to participate in the program instead of the original projected ten. Ms. Grovenstein explained the need for approval because of the limited time period for funding from the Bill and Melinda Gates Foundation.

Mr. Rose moved, seconded by Mr. Stephens and the request was approved.

State Board Reserve Funding for Career Development Facilitators (Attachment FC 10)

Ms. Grovenstein explained the agenda item is a small request for \$6,000 to allow ten college staff to attend the Career Development Facilitator Certification program. There is funding still available within State Board Reserve and this program would be a good use of some of the remaining funds.

Mr. Rose moved, seconded by Mr. Stephens and the request was approved.

Construction and Property (Attachment FC 11)

Ms. Grovenstein introduced the agenda item and proceeded to review the items in order.

After discussion of project details, Mr. Stephens moved, Mr. Rose seconded, and the Committee approved the projects listed on category A: New (Non-State and Other State funds).

After discussion of project details, Mr. Rose moved, Ms. Estep seconded, and the Committee approved the projects listed on category B: Amended (Non-State and Other State Funds).

Upon the introduction and review of the items for category C, Mr. Bill Vespasian, Vice President of Business and Finance from Tri-County Community College, joined the Committee meeting via video Skype. He explained the need and the college decision to proceed with the replacement of two HVAC systems on the Tri-County main campus, prior to receiving State Board approval for these two projects. Mr. Vespasian requested that the State Board make an exception to allow approval of these 2 projects. Ms. Grovenstein clarified that the exception would be

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granted with the understanding that this would never occur again. After discussion, questions and clarification, Ms. Lowder moved, Ms. Estep seconded, and the Committee approved the items listed on category C: New (Connect NC Bond Funds)

After discussion of project details, Mr. Stephens moved, Ms. Estep seconded, and the Committee approved the projects listed on category D: Amended (Connect NC Bonds Funds)

After discussion of project details, Mr. Rose moved, Ms. Lowder seconded, and the Committee approved the projects listed on category E: Project Approval – Final – Close Out (Connect NC Bond Funds)

After discussion of project details, Ms. Estep moved, Mr. Rose seconded, and the Committee approved the projects listed on category F: Acquisition and Disposal of Real Property

Service Agreement for College Information System Enhancement and Support Services Agreement (Attachment FC 9)

Mr. Raye made a motion to go into “Closed Session for Discussing Bids”, and was seconded by Mr. Stephens. At that time, system office staff left the room for the Committee members to discuss the contract.

In the closed session, Ms. Lisa Estep motioned for approval of the three-year contract, seconded by Ms. Janet Lowder, and the contract was approved.

Following the closed session, Mr. Raye motioned for approval to return to open session, seconded by Mr. Stephens.

Adjournment

Mr. Rose motioned, seconded by Mr. Stephens and the meeting was adjourned at 3:00 p.m.

Respectfully Submitted,
Amanda Foster