



1 **State Board of Community Colleges Code**  
2 **TITLE 1 - COMMUNITY COLLEGES**

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4 **CHAPTER C. PERSONNEL**

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6 **SUBCHAPTER 300. EMPLOYMENT/HIRING PRACTICES**

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8 **1C SBCCC 300.1 PRESIDENTIAL SELECTION PROCESS**

- 9 (a) Once a college presidential vacancy occurs or is anticipated, the board of trustees  
10 shall notify the System President and invite the System President or the System  
11 President's designee to meet with the board of trustees to discuss legal requirements  
12 and other procedural matters while also providing technical assistance to the board of  
13 trustees as needed.
- 14 (b) In the selection of the college president, the board of trustees shall, at minimum,  
15 consider general input from college and community stakeholders on the desired  
16 attributes of a college president and evaluate more than one candidate for the position.  
17 The State Board may waive this requirement at the request of the board of trustees if  
18 the State Board determines it is in the college's interest to do so.
- 19 (c) The board of trustees shall submit at least one candidate to the System President for  
20 review at least ten business days prior to the next regularly scheduled SBCC  
21 Personnel Committee meeting or at least ten business days prior to a special called  
22 SBCC Personnel Committee meeting.
- 23 (d) While completing the review process, the System President or the System President's  
24 designee shall confirm that the board of trustees completed a background check to  
25 include the following:
- 26 (1) Social security number verification,
  - 27 (2) Criminal history check,
  - 28 (3) Civil litigation history check,
  - 29 (4) Education verification,
  - 30 (5) Employment verification, and
  - 31 (6) Personal credit history check.

- 1 (e) Upon completion of the review process, the System President shall present the  
2 name(s) of candidate(s) to the Personnel Committee of the SBCC for consideration  
3 and assessment.
- 4 (f) Following consideration and assessment of the candidate(s), the Personnel  
5 Committee of the SBCC or the SBCC shall authorize the System President to  
6 communicate the Personnel Committee's or the SBCC's assessment to the board of  
7 trustees.
- 8 (g) The board of trustees shall proceed with the final election process and submit the board  
9 of trustees' final election to the SBCC for approval. The board of trustees shall submit  
10 the board's recommendation in writing to the System President at least five business  
11 days prior to the next meeting of the SBCC.
- 12 (h) The SBCC shall act upon the board of trustees' election at the SBCC's regularly  
13 scheduled meeting following receipt of the local board's election unless delayed for  
14 cause as determined by the SBCC.
- 15 (i) The System Office shall convey in writing to the chairman of the board of trustees the  
16 SBCC's action on the board of trustees' election. The action of the SBCC is final.
- 17 (j) Until the SBCC votes to approve the final candidate and communicates its approval  
18 to a college, no college shall publicly communicate or publicly confirm or deny the  
19 name of the final candidate submitted to the SBCC for approval.
- 20 (j) (k) No college shall execute a contract prior to SBCC action to approve the local board's  
21 presidential election without a provision specifying that the effective date of the  
22 contract is subject to the SBCC's approval of the presidential election.

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24 *History Note: Authority G.S. 115D-5 and 115D-20*

25 *Eff. [October 1, 2018](#).*

26 *Amended eff. \_\_\_\_\_*