

**STATE BOARD OF COMMUNITY COLLEGES**  
**North Carolina Community College System Office**  
**System Office Vacancy Metrics for April 2023**

**Positions Vacant prior to 7/1/2022**

| Division   | Position | Position Desc                   | Date Vacant | Vacant Reason      | Status  | Budget Amount |
|------------|----------|---------------------------------|-------------|--------------------|---------|---------------|
| Finance    | 60088110 | Business Officer II             | 10/12/2021  | Internal Promotion | on hold | \$ 75,383.00  |
| Technology | 60088021 | Applications Systems Analyst II | 2/5/2022    | Separation-State   | on hold | \$ 90,047.00  |

**Positions on hold**

|            |          |   |            |                    |                      |               |
|------------|----------|---|------------|--------------------|----------------------|---------------|
| Finance    | 60088110 | Business Officer II                         | 10/12/2021 | Internal Promotion | On Hold              | \$ 75,383.00  |
| Executive  | 65029781 | VP for Strategic Initiatives (Grant Funded) | 11/1/2022  | Internal Transfer  | Grant Funds end 2024 | \$ 166,557.00 |
| Technology | 60088021 | Applications Systems Analyst II             | 2/5/2022   | Separation-State   | On Hold              | \$ 90,047.00  |
| Economic   | 65032454 | Workforce Dev Trng Spec I (TL Grant Funded) | 1/11/2023  | Internal Transfer  | On hold              | \$ 58,348.00  |

**Positions Vacant on or After  
7/1/2022**

| Division   | Position | Position Desc                               | Date Vacant | Vacant Reason             | Status                   | Budget Amount |
|------------|----------|---|-------------|---------------------------|--------------------------|---------------|
| Executive  | 60087972 | President                                   | 7/22/2022   | Interim Hire - Dr. Carver | Screening/Interviewing   | \$ 291,741.00 |
| Programs   | 60088140 | Education Program Consultant II             | 9/1/2022    | Retirement                | Screening/Interviewing   | \$ 86,643.00  |
| Technology | 60088032 | Chief Data Officer                          | 9/8/2022    | Separation-Other          | Screening/Interviewing   | \$ 127,305.00 |
| Economic   | 60013032 | Program Coordinator                         | 9/19/2022   | Internal Promotion        | Screening/Interviewing   | \$ 49,453.00  |
| Executive  | 60088132 | Ex Dir, NC Student Success Ctr              | 10/1/2022   | Retirement                | Offer Accepted 4/13/2023 | \$ 104,767.00 |
| Programs   | 60088048 | Social Research Assistant I                 | 10/2/2022   | Separation-Other          | Position under review    | \$ 47,870.00  |
| Executive  | 65029781 | VP for Strategic Initiatives (Grant Funded) | 11/1/2022   | Internal Transfer         | Grant Funds end 2024     | \$ 166,557.00 |
| Economic   | 65030184 | Grants Administrator I ( Grant Funded)      | 1/1/2023    | Separation-Other          | Screening/Interviewing   | \$ 55,848.00  |
| Technology | 60088036 | Business Systems Analyst II                 | 1/4/2023    | Separation-Other          | Screening/Interviewing   | \$ 85,251.00  |
| Economic   | 65032454 | Workforce Dev Trng Spec I (TL Grant Funded) | 1/11/2023   | Internal Transfer         | On hold                  | \$ 58,348.00  |
| Programs   | 60088184 | Education Program Consultant III            | 2/1/2023    | Retirement                | Screening/Interviewing   | \$ 91,235.00  |
| Technology | 60088047 | Applications Systems Analyst I              | 2/2/2023    | Separation-Other          | Screening/Interviewing   | \$ 84,021.00  |
| Economic   | 60013024 | Administrative Associate II                 | 2/10/2023   | Separation-State          | Accepting application    | \$ 38,059.00  |
| Executive  | 60087977 | State Board Affairs Executive Assistant     | 2/17/2023   | Separation-State          | Offer Accepted 4/17/2023 | \$ 57,000.00  |
| Finance    | 60088098 | Accounting Specialist                       | 2/24/2023   | Internal Promotion        | Pending Offer            | \$ 60,030.00  |
| Programs   | 60091363 | Education Program Specialist                | 3/3/2023    | Internal Promotion        | Position under review    | \$ 61,900.00  |
| Finance    | 60088100 | Procurement Technician                      | 3/10/2023   | Separation-State          | Screening/Interviewing   | \$ 43,470.00  |
| Finance    | 60088095 | AVP, State Level Accounting Operations      | 3/17/2023   | Separation - State        | Offer Accepted 4/10/2023 | \$ 131,000.00 |
| Finance    | 60088096 | Budget Manager I                            | 3/31/2023   | Separation - State        | Screening/Interviewing   | \$ 95,738.00  |
| Programs   | 60088119 | Executive Assistant I                       | 3/31/2023   | Internal Promotion        | Accepting application    | \$ 51,000.00  |

|            |          |  |           |                     |                        |               |
|------------|----------|--|-----------|---------------------|------------------------|---------------|
| Executive  | 60087987 | Agency HR Director I*                  | 4/14/2023 | Separation-State    | Accepting application  | \$ 99,000.00  |
| Economic   | 60088167 | VP of Economic Development*            | 4/30/2023 | Separation- College | Position under review  | \$ 166,557.00 |
| Finance    | 60088117 | Administrative Specialist II*          | 4/30/2023 | Retirement          | Anticipated Vacancy    | \$ 53,061.00  |
| Technology | 60088050 | Libarary Supervisor *                  | 6/30/2023 | Retirement          | Position under review  | \$ 76,426.00  |
| Economic   | 65036387 | BioBetter Curriculum Development       | New       | New Position        | Screening/Interviewing | \$ 90,000.00  |
| Economic   | 65036388 | BioBetter E-Learning Development       | New       | New Position        | Screening/Interviewing | \$ 65,000.00  |
| Economic   | 65036389 | BioBetter Virtual Reality Development  | New       | New Position        | Screening/Interviewing | \$ 65,000.00  |
| Executive  | 65036722 | Proprietary School Compliance Examiner | New       | New Position        | Screening/Interviewing | \$ 45,000.00  |

## COMMUNITY COLLEGES SYSTEM OFFICE WORKFORCE METRICS

| Metric                       | Dec 2020 | Dec 2021 | Dec 2022 |
|------------------------------|----------|----------|----------|
| Headcount                    | 189      | 188      | 198      |
| Vacancy                      | 10.4%    | 13.8%    | 13.5%    |
| 12 Month Turnover            | 9.4%     | 20.3%    | 19.5%    |
| 12 Month First Year Turnover | 0.0%     | 12.5%    | 18.0%    |

### Year to Date : Calendar Year 2023

| Metric                             | Apr-23 |
|------------------------------------|--------|
| Total number of budgeted positions | 234    |
| Headcount                          | 207    |
| Vacancy                            | 27     |
| Vacancy rate                       | 11.54% |
| Separations                        | 12     |
| Turnover rate                      | 5.77%  |
| *Anticipated Vacancies             | 3      |

| Metric                 | Eligible Now | Eligible w/in 5 years |
|------------------------|--------------|-----------------------|
| Retirement Eligibility | 11.6%        | 29.8%                 |

#### Headcount:

**Headcount:** The total number of active full time, part time and time-limited State employees.

#### Vacancy Rate:

**Vacancy Rate:** Number of vacant positions at the end of a selected period divided by the total number of positions in at the end of the period (whereas total number of positions is headcount + vacant positions).

#### Turnover:

**Turnover Rate:** Number of separations in a selected period divided by the average headcount in that same period.

#### Retirement Eligibility:

**Retirement Eligibility:** This refers to Age and Service criteria that allow a full-time employee to apply for and receive unreduced retirement benefits. The calculation is as follows: Number of Employees eligible to retire at the end of a selected period divided by total number of employees at the end of the period.

## STATEWIDE WORKFORCE METRICS

| Metric                       | Dec 2020 | Dec 2021 | Dec 2022 |
|------------------------------|----------|----------|----------|
| Headcount                    | 61,524   | 58,188   | 55,488   |
| Vacancy                      | 13.7%    | 19.1%    | 23.4%    |
| 12 Month Turnover            | 11.8%    | 17.2%    | 16.8%    |
| 12 Month First Year Turnover | 32.2%    | 43.3%    | 36.7%    |

| Metric                 | Eligible Now | Eligible w/in 5 years |
|------------------------|--------------|-----------------------|
| Retirement Eligibility | 8.5%         | 26.1%                 |