

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
SALARY INCREASE GREATER THAN 10% - FY 2014-15**

**Attachment PER 1
(Revised 12/15/2014)**

College	Employee Name	Salary on July 1, 2014*	Requested Salary	Change	% Change	Requested Effective Date	Explanation for Increase
Asheville-Buncombe Technical Community College	Angela Scarduzio	\$8.00 hr	\$11.04 hr	\$3.04 hr	38.0%	1/1/2015	Promotion - Part time Substitute Teacher, Early Childhood Education (N2) to Teacher Assistant, Early Childhood Education (N5)
Asheville-Buncombe Technical Community College	Kathryn Hast	\$48,000.00	\$53,232.00	\$5,232.00	10.9%	1/1/2015	Promotion - Coordinator, QEP (E8) to Director, ISOL/Coordinator, QEP (E9)
Beaufort County Community College	Tyler Harriett	\$7.50 hr	\$13.74 hr	\$6.24 hr	83.2%	1/1/2015	Salary Correction Position was classified as a student position, should have been classified as a Technical Staff position due to the duties/responsibilities of the position. Student completed degree in May should have been reclassified.
Blue Ridge Community College	Robert C. Merrill	\$73,087	\$82,575	\$9,488.22	13.0%	1/1/2015	Promotion from Chief of Staff to Vice President for Technology & Development (vacant position). Along with managing the Division of Institutional Advancement, Dr. Merrill will be taking on the additional responsibilities of managing the Information Technology Division. That includes 15 additional direct reports, and the departments and / or program areas of Media Services, Learning Technologies and Information Technology. In this reorganization, the revised title will become the VP for Technology and Development. In essence, it's more of a consolidation and shifting of roles and responsibilities into one position.
Cape Fear Community College	Laurie White	\$25,824	\$31,068	\$5,244	20.3%	1/1/2015	Promotion Ms. White was hired as Secretary for IT Services in 2012, reporting to the Director of IT Services. The pay grade for a secretary at CFCC is a level 10. Due the expanding scope and responsibility of the IT Services department, CFCC hired its first Vice President for IT Services in 2013, to whom this position now reports. At CFCC, the lead administrative support role for a Vice President is a level 18 Administrative Assistant, which is the upgrade requested. Ms. White meets or exceeds all criteria for an Administrative Assistant position, including prior administrative and office management experience as well as a Bachelor's degree.

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Cape Fear Community College	Peggy Peoples	\$27,996	\$37,992	\$9,996	35.7%	1/1/2015	Promotion Ms. Peoples was hired part-time in 2011 as Counseling Secretary and as full-time Counseling Secretary in 2012. She has been selected for the position of Transcript Evaluation Coordinator, a position recently vacated. Ms. Peoples met all of the advertised requirements for the position and holds a Bachelor's degree in Business Administration. She also has 17 years of experience in office administration and has been cross-trained for the duties of this position by the counseling unit. Her current position is a level 10 and the Transcript Evaluation Coordinator position is a level 24, which is reflected in the requested salary increase. The Transcript Evaluation Coordinator is responsible for evaluation of college and university transcripts for all students and determining which courses will transfer based on program requirements.
Cape Fear Community College	Patrick Whitfield	\$29,316	\$34,392	\$5,076	17.3%	1/1/2015	Promotion Mr. Whitfield currently serves in the position of Financial Aid Technician-Scholarships, a pay grade of level 14. This position has recently been expanded to include additional responsibilities of administration of all institutional and external scholarships, serving as liaison to deans, faculty and staff as well as contacts from external agencies, and acting as database manager for Academic Works, which is the scholarship software program used by CFCC. The recommendation is to increase this position to a level 21, consistent within the structure of the college. Mr. Whitfield has been employed by CFCC since 2008 and has extensive experience in the Student Services and Business Services areas of the college and holds a Bachelor's degree.
Central Carolina Community College	Constance Boahn	\$4,300 mth	\$5,200 mth	\$900 mth	20.9%	1/1/2015	Promotion Interviewed for and was selected as the new Chair of Engineering and Computer technologies department, This is a 12 month position and increase in responsibilities from her previous position as a 9-month instructor.
Central Carolina Community College	Ramona Leftwich	\$30,168	\$41,000	\$10,832	35.9%	1/1/2015	Promotion from Administrative Specialist to Student Support Center Coordinator duties changing from office support to supervising others and developing newly created Student Support Center.

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Central Piedmont Community College	Emily Maddy	\$31,863	\$36,871	\$5,008	15.7%	1/1/2015	Promotion Emily Maddy is an Accounting Specialist I in our salary grade H. She is being recommended for an Accounting Specialist II position with a recommended salary of \$36,871.00 This is a 15.7% increase from her current salary and is 9.7% within the salary grade J. In order to be consistent with our current processes, ensure internal equity, and offer competitive market pricing in the metro area for this position we are recommending this salary for Ms. Maddy. In her current role as an Accounting Specialist I, she processes various forms and other financial information and materials; enters financial information, balances and reconciles assigned accounts and/or funds; researches and reconciles any problems or discrepancies. In her new role, she will monitor activity in assigned accounts; audit specified accounts for accuracy; create accounts as requested, provide information and responds to inquiries; advise departments on policies and procedures relating to their budgets and other financial information.
Central Piedmont Community College	Tracie Clark	\$70,950	\$92,000	\$21,050	29.7%	1/1/2015	Promotion Tracie Clark is currently a full time Instructor, Communication & QEP (Quality Enhancement Plan) Chair salary grade of "DOCT". She is being recommended for the position of Executive Assistant to the President. The new salary for this position is within the salary range of grade "P" (\$68,141 - \$122,653) . The incumbent in this position needs to have a solid Learning/Instruction background to maintain the high credibility with Faculty that is required of the President's office. Tracie's work as CPCC's QEP Chair has made her uniquely qualified to assume the role of Executive Assistant to the President. She will plan, organize and direct initiatives related to SACS accreditation; track Key Performance Indicators for CPCC 's strategic plan and calculate yearly progress of same; conduct research and provide advice on administrative policy issues; attend and facilitate meetings of various committees, task forces, councils and cabinet. This position also facilitates Due Process hearings, the Title IX appeals process, and provides supervision for an Administrative Assistant III. The Executive Assistant to the President serves as a strategic partner to the President by keeping him abreast of updates and changes and their potential impact to the college.

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College of Albemarle	Derek Meredith	\$27,816	\$33,828	\$6,012	21.6%	1/1/2015	Promotion Mr. Meredith has been hired as the Secondary Education Coordinator (level 9). Mr. Meredith was a Resource Specialist (level 7). His new duties will consist of: developing and maintaining relationships within the secondary education community; coordinating and supervising all secondary education offerings (Career and College Promise/Early College); compiling data in collaboration with the Office of Institutional Effectiveness for future offerings; researching and compiling data for various reports; providing information and assistance to faculty, staff, students and the public.
Craven Community College	William Lucas	\$39,012	\$44,004	\$4,992	12.8%	12/18/2014	Permanent position William was hired on as a temporary full time Information Systems Specialist/Networking and Security. The permanent position was opened for competition. William will be assuming additional responsibilities in this permanent position to include being the back up for our network security and the lead for our IT security efforts and the college's VDI implementation.
Craven Community College	Robert Middlesworth	\$39,012	\$48,008	\$8,996	23.1%	12/18/2014	Permanent position Robert was hired on as a temporary full time Information Systems Specialist/Programming. The permanent position was opened for competition. Robert will be assuming additional responsibilities in this permanent position to include being the backup for our system administrator as well as the lead on the e-forms implementation. Robert has also just completed his bachelor's degree.
Forsyth Technical Community College	Alice A. Rudolph	\$55,800	\$61,800	\$6,000	10.8%	1/1/2015	Promotion from Instructor to Department Chair-Level 3, Human Biology. Ms. Rudolph has a MA in Biology/Education and has been working as an Instructor at the college since 2001. She applied, interviewed, and was selected for the Department Chair-Level 3 position, which includes the supervision of 7 or more full-time faculty.
Guilford Technical Community College	Mohammed Essack	\$19.00 hr	\$24.27 hr	\$5.27 hr	27.7%	1/1/2015	Promotion Mohammed is currently an Adjunct Instructor, Adult Education (less than 25hrs). Mohammed will be moving to a full-time regular Lead Instructor, Multi-Purpose Learning Center. Mohammed will be assuming increased job duties/responsibilities: Coordination, supervision, and instructional delivery of distance learning activities and all computer assisted instruction. Will coordinate and administer various instructional software programs and supervise the day-to-day operations in the Learning center to ensure quality instruction in the ABE, ASE and ESOL programs.

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Johnston Community College	Megan Shaner	\$50,860	\$63,732	\$12,872	25.3%	1/1/2015	Promotion Current Position - Director of Student Success, Proposed Position - Director of Student Enrollment & Success. Mrs. Shaner's position is being reclassified due to the retirement of an employee whose position is being eliminated. Mrs. Shaner will be directly supervising an additional 11 employees and assuming the supervision duties of the college's counseling, admissions, disability services, testing, distance education, transfer resources, career, educational and social services.
Johnston Community College	Lindsay Parnell	\$29,855	\$34,332	\$4,477	15.0%	1/1/2015	Promotion Mrs. Parnell is presently the Cashier at JCC. She applied for and was the best qualified person for the position vacancy of Account Receivable Specialist.
Lenoir Community College	Keely Koonce	\$31,720	\$35,988	\$4,268	13.5%	12/18/2014	Promotion from Instructional Assistant to College Recruiter where Ms. Koonce will recruit high school and adult prospective students, assess their educational needs, and explain the benefits and objectives of the programs offered by the College.
Lenoir Community College	Deborah Jo Wilson	\$63,504	\$68,000	\$4,496	7.1%	1/2/2015	Promotion Ms. Wilson is currently the Director of Distance Education. On January 2, 2015, Ms. Wilson will assume the role and responsibilities of Director of Planning, Research, and Institutional Effectiveness in addition to her current duties. Her new position title will be Director of Distance Education and Institutional Effectiveness. We are requesting an increase to compensate for the additional duties that will be required of Ms. Wilson. Both position descriptions are attached for review.
Richmond Community College	Kevin Parsons	\$79,281	\$99,600	\$20,319	25.6%	1/1/2015	Promotion Mr. Parsons's current position is Department Chair, Math and Sciences. He supervises a total of twelve employees. After a nationwide search Mr. Parsons has been selected as Vice President for Instruction/Chief Academic Officer. As Vice President he will be responsible for all Curriculum programs, the Learning Resource Center, and full-time and part-time personnel in Curriculum at Richmond Community College. Mr. Parsons will have fifteen full-time direct reports, eighty-six full-time indirect reports, and approximately forty part-time indirect reports in Richmond and Scotland Counties.
Pitt Community College	Angela Cline	\$23 hr	\$28 hr	\$5 hr	21.6%	1/1/2015	Promotion to position of Registrar, from Student Services Data Analyst. Position level changed from pay grade 9 (35,954-53,931), to pay grade 12 (45,923-68,885) at \$58,153.
Sandhills Community College	Rebecca Roush	\$79,944	\$90,000	\$10,056	12.6%	1/1/2015	Promotion from Dean of Instruction to VP for Academic Affairs and will have overall responsibility for curriculum faculty and programs, bookstore operations, and institutional effectiveness. She will also be the Chief Academic Officer on campus.

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Southwestern Community College	Beverly Balliot	\$33,672	\$39,000	\$5,328	15.8%	2/1/2015	Organizational restructuring due to a resignation; therefore, reassignment from Accountant - Receivables to a higher pay category as Human Resources Specialist.
Southwestern Community College	Scott Baker	\$67,992	\$81,600	\$13,608	20.0%	2/1/2015	Organizational restructuring due to a resignation; therefore, reassignment from Dean of Career Technologies to a higher pay category as Vice President for Information Technology
Southwestern Community College	William Brothers	\$48,852	\$62,004	\$13,152	26.9%	2/1/2015	Organizational restructuring due to a resignation; therefore, reassignment from Accounting Instructor to Dean of Career Technologies.
Wake Technical Community College	Beverly Rittner	\$34,900	\$40,128	\$5,228	15.0%	1/1/2015	Promotion (Demand Level upgrade): Beverly is being promoted from Secretary (Individualized Learning Center) to Technical Assistant (eLearning). Previously in her role as Secretary, she was responsible for providing clerical support to the ILC Department, to include administrative support processes such as payroll documentation, purchasing departmental supplies, supporting the Department Head, producing part-time contracts, maintaining databases, and coordinating duties of the other ILC staff. In her new role as Technical Assistant for eLearning she will serve as the primary point of contact for students and faculty, provide help desk support for online programs, review and verify expenditures for accuracy, work closely with the Director to ensure regular and timely communication to the department, process institutional forms and serve as technical support.
Wake Technical Community College	Cindy Simmons	\$35,860	\$40,008	\$4,148	11.6%	1/1/2015	Promotion (Demand Level upgrade): Cindy is being promoted from Records Technician to Accounting Technician. Previously in her role as a Records Technician she was responsible for maintaining policies and procedures to comply with the NCCCS regulations and State of NC Administrative Code; assisting staff and instructors in developing or modifying procedures to maximize effectiveness; preparing reports and class statistical information; completing instructor and student overlap reports; handling refunds for Continuing Education; and assisting with preparation for the annual FTE audit. In her new role she will be preparing and inputting vouchers for county accounts payable checks; processing Continuing Education sponsorships (3rd party billing); verifying accounts payable invoices; preparing accounts payable check registers for local funds at month end; investigating and resolving credit card charge backs; and serving as back-up cashier.

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Wake Technical Community College	Joan Romano	\$44,872	\$61,608	\$16,736	37.3%	1/1/2015	Promotion (Demand Level upgrade): Joan is being promoted from Instructor 9 Month Mathematics to Associate Department Head- Math and Physics. Previously in her role as an Instructor, she was responsible for offering guidance to students in class in an efficient and effective manner; maintaining a safe and orderly learning environment; designing curriculum and schedule of instruction; and serving on college or department committees as needed. In her new role, as Associate Department Head, she will project the needs for the department in terms of staffing, texts, supplies and equipment; maintain records, gather and analyze departmental data including class enrollments and departmental needs; assist with student advising; serve on managerial team for the division; facilitate departmental professional development, to include serving as a facilitator; and assist in the hiring, performance management and professional development of the Mathematics and Physics faculty.

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Wake Technical Community College	Rebecca Neagle	\$84,100	\$99,996	\$15,896	18.9%	1/1/2015	Adjustment for additional duties: Rebecca is receiving additional duties due to business need. In her current position as Dean Arts, Humanities and Social Sciences, Rebecca is responsible for providing oversight and ensuring quality control for the Associate in Arts in Arts Degree program, as well as general education courses. Rebecca also facilitates department head, faculty and staff in-service trainings, professional development and monitors enrollment. The additional duties that have been added include: providing oversight of campus operations and ensuring that campus services are integrated; facilitating communication and collaborating among all campus constituencies; overseeing campus safety and the integrity of campus facilities in collaboration with Facility Services; assist in projecting future needs; and participating in the planning, design and occupation of all new buildings.
Wake Technical Community College	Walter Martin	\$89,020	\$99,996	\$10,976	12.3%	1/1/2015	Adjustment for additional duties: Walter is receiving additional duties due to business need. In his current position as Dean Business and Public Services Technologies, Walter is responsible for providing leadership and direction for division faculty and staff; reviewing and recommending changes in curricula and preparing proposals for new Curricula; supervising curriculum course development; managing course schedules and faculty teaching loads; reviewing and approving departmental evaluations of students' transcripts for transfer credit; and developing relationships with industry to ensure up-to-date training curricula. The additional duties that have been added include: providing oversight of campus operations and ensuring that campus services are integrated; facilitating communication and collaborating among all campus constituencies; overseeing campus safety and the integrity of campus facilities in collaboration with Facility Services; assist in projecting future needs; and participating in the planning, design and occupation of all new buildings.

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Under the authority granted to him by the State Board, President Ralls approved the following requests							
Southeastern Community College	Lisa Green	\$31,332	\$37,236	\$5,904	18.8%	12/1/2014	Promotion Due to the technical nature of this position and the unlikely opportunity to recruit a replacement with the appropriate skill set, Lisa Green is being recommended for promotion from Financial Aid Specialist (GR 59) to Financial Aid Technical Specialist (GR 63) with a salary increase of 18/84% from her salary on June 30, 2014. This percentage includes 3.32% attributed to the legislative increase on July 1, 2014. The Financial Aid Technical Specialist, has much broader responsibilities that the Financial Aid Specialist role. This position analyzes, make coordinated decisions with the Director of Financial Aid on all technical aspects of the financial aid processing systems via Datatel. This position is also responsible for intense reconciliation of state and federal funding, importing and exporting data driven files with state and federal stakeholders and numerous other technical aspects of the Financial Aid Office. On July 1, 2014, Ms. Green received the \$1008 legislative increase, moving her salary to \$32,340. In accordance with college pay practices, promotional increases for non-exempt positions are determined on the difference between the minimum pay rate between grades. In this case, the difference between minimum pay rates for grades 59 and 63 is \$4,896 which represents a 14.4% increase.
Southeastern Community College	Jeffrey DeMoss	\$30,336	\$37,336	\$7,000	23.1%	12/1/2014	Promotion Due to the technical nature of this position and the unlikely opportunity to recruit a replacement with the appropriate skill set, Jeffrey DeMoss is being recommended for promotion from Financial Aid Receptionist (GR 54) to Financial Aid Specialist (GR 59) with a salary increase of 23.07% from his salary on June 30, 2014. This percentage includes 3.32% attributed to the legislative increase on July 1, 2014. The Financial Aid Receptionist role. This position identifies Return to Title IV calculations, makes coordinated decisions in regards to verification of student files, awards of financial aid resources to students as well as ensures state and federal compliance in private load funding, third party funding, and Return to Title IV. This position is also responsible for reconciliation of state and federal funding as well as direct counseling with students and their financial aid resources. On July 1, 2014, Mr. DeMoss received the \$1008 legislative increase, moving his salary to \$31,344. In accordance with college pay practices, promotional increases for non-exempt positions are determined on the difference between the minimum pay rate between grades. In this case, the difference between minimum pay rates for grades 54 and 59 is \$5,597 which represents a 19.75% increase.

*Or last pay period in FY 2013-14 (includes \$1,000 Legislative Increase)

** Monthly rate of pay