



MONTGOMERY COMMUNITY COLLEGE

1011 PAGE ST. • Troy, NC 27371 • TELEPHONE: (910) 576-MCCC (6222) • FAX: (910) 576-2176

MONTGOMERY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA

The regular meeting of the Montgomery Community College Board of Trustees will be held on Wednesday, February 10, 2015 at 7:00 p.m. at the Montgomery Community College Boardroom. Committee meetings will begin at 5:30 p.m.

Call to Order - Claudia Bulthuis, Chairman

Welcome - Claudia Bulthuis, Chairman

Approval of the Agenda - Action

Board of Ethics Reminder - Claudia Bulthuis, Chairman

In keeping with MCC Board Policy 130.05 Conflict of Interest and Chapter 138A of the North Carolina Board of Ethics, any potential or actual conflicts of interest with matters coming before the Board of Trustees should be declared. Having reviewed our agenda for this evening's meeting, are there any conflicts or potential conflicts of interest to be announced? If so, please state them at this time.

Board Presentation – Update on Pottery Program – Jonathan Thill, Dean of Continuing Education

Approval of Board Meeting Minutes – Appendix A - Action

Standing Committees

- * **Budget & Finance Committee**
 - January Local, State, and Institutional Funds Financial Reports – **Appendix C – Action**
 - January Foundation Fund Statements – **Appendix D**
 - Foundation Update
 - Grants Update – **Appendix D-1**

- * **Building & Grounds Committee**
 - Facilities Report – **Appendix F**
 - Discussion Regarding Renovations to Building 200– **Appendix G**
 - Golden Leaf Update – **Appendix G-1**

- * **Personnel Committee**
 - Introduction of New Employees

Notice of Termination – Foundational Studies Instructor – **Appendix I**
Revised Board Policy 301.00 Employment, Dismissal and Transfer Policy – **Second Reading – Appendix J – Action**
Revised Board Policy – 302.00 Fair Hiring Policy – **Second Reading – Appendix K – Action**
Revised Board Policy 315.00 Rates of Pay – **Second Reading – Appendix L – Action**
New Board Policy 329.00 Professional Dress and Grooming – **Second Reading – Appendix M – Action**

- * **Curriculum/Student Services Committee**
 - Update from Instruction – **Appendix O**
 - Associate Degree in Nursing Curriculum Approval – **Appendix O-1 – Action**
 - Update from Vice President of Student Services - **Appendix P**
 - Update from Dean of Continuing Education – **Appendix Q**

- * **Legislative/Public Relations Committee**
 - Legislative Update – Dr. Chad Bledsoe
 - 2016 Connect NC Bond Update – **Appendix R-1**
 - 2016-2017 Budget Priorities Update
 - Public Relations/Marketing Update – Michele Haywood – **Appendix S**

- * **Institutional Status Committee**
 - Revisions to By-Laws – **Second Reading – Appendix U – Action**

- * **SGA Report – Stephen Gant, SGA President - Appendix V**

- * **President’s Report – Dr. Chad Bledsoe – Appendix W**

- * **Chairman’s Report - Claudia Bulthuis**
 - Board Retreat Agenda – **Appendix X**
 - Calendar of Events – **Appendix Y**

- * **Adjourn - Action**

Minutes

Regular Meeting of the Board of Trustees Montgomery Community College

Wednesday, January 13, 2016

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was called to order at 7:00 p.m. by Claudia Bulthuis, Chairman, with the following members present:

Present

Phil Absher
Claudia Bulthuis
Gelynda Capel
Paula Covington
Sharon Cupples
Susan Eggleston

Anna Hollers
Ronald Kincaid
Andrea Marshall
Sam Martin
Johnny McKinnon

Absent

Gordon Knowles
Stephen Gant,
SGA President

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; Billy Adams, Taxidermy Program Head; and Korrie Ervin, Assistant to the President.

Approval of the Agenda - Action

Mr. Martin made a motion, seconded by Mrs. Hollers, to approve the Board of Trustee agenda for January 13, 2016. The motion carried.

Board of Ethics

In accordance with North Carolina General Statute 138A-15(c), when an actual or potential conflict of interest is cited by the Commission under North Carolina General Statute 138A-24(e) with regard to a public servant sitting on a board, the conflict shall be recorded in the minutes of the applicable board and duly brought to the attention of the membership by the board's chair as often as necessary to remind all members of the conflict and to help ensure compliance with the State Government Ethics Act.

Mrs. Bulthuis reported the following:

- Mr. Absher has no conflicts or potential conflicts of interest.
- Mrs. Bulthuis has no actual conflicts of interest, but does have a potential conflict of interest. The potential conflict of interest does not prohibit service on the Board. The potential conflict is that Mrs. Bulthuis holds a threshold amount of stocks in companies

whose services may be marketed to the Board, including JP Morgan, Chase, and Wells Fargo.

- Mrs. Hollers has no actual conflicts of interest, but does have a potential conflict of interest. The potential conflict of interest does not prohibit service on the Board. The potential conflict is that Mrs. Hollers holds a threshold amount of stocks in companies whose services may be marketed to the Board, including First Bancorp.
- Mrs. Capel has no actual conflicts of interest, but does have a potential conflict of interest. The potential conflict of interest does not prohibit service on the Board. The potential conflict is that Mrs. Capel holds a threshold amount of stocks in companies whose services may be marketed to the Board, including Duke Energy, Time Warner, AT&T and First Bancorp. In addition, her spouse has interest in a real estate company.
- Mr. Kincaid has no actual conflicts of interest, but does have a potential conflict of interest. The potential conflict of interest does not prohibit service on the Board. The potential conflict is that Mr. Kincaid holds a threshold amount of stocks in companies whose services may be marketed to the Board, including BB&T, Duke Energy, Spectra Energy and Verizon.

Mrs. Bulthuis reported that Mr. Knowles, Mrs. Capel, Mrs. Hollers and Phil Absher need Ethics Training in 2016.

Welcome

Mrs. Bulthuis welcomed all in attendance and Billy Adams.

Board of Ethics

Mrs. Bulthuis read the ethics statement, reminding the Board of Chapter 138A of the State Government Ethics Act and the Montgomery Community College Board Policy 130.05 Conflict of Interest, and asked if there were any potential or actual conflicts of interest.

Approval of November Board Meeting Minutes – Appendix A

Mrs. Eggleston made a motion, seconded by Mr. Martin, to approve the November Board and Committee minutes. The motion carried.

Board Presentation – Billy Adams, Taxidermy

The January Board presentation was given by Billy Adams, Taxidermy Instructor.

STANDING COMMITTEE REPORTS

Budget and Finance Committee – Anna Hollers, Chairman

The Budget and Finance Committee met earlier this afternoon (see attached minutes – Attachment A) and Mrs. Hollers reported from the committee the following items:

- The committee reviewed the November and December Local, State, and Institutional Funds Financial Reports and Mrs. Hollers made a motion to approve the reports as a matter of information. Coming from committee, this required no second. The motion carried.
- The committee reviewed the In-Kind Transfer report and Mrs. Hollers made a motion to approve the December Transfer report. Coming from committee, this required no second. The motion carried.
- The committee received an update on the Golden Leaf grant and the progress being made with the Pinnacle Architecture site assessment.

Building and Grounds Committee – Sam Martin, Chairman

The Building and Grounds Committee met earlier this afternoon (see attached minutes- Attachment B) and Mr. Martin reported from the committee the following items:

- The committee reviewed the Facilities and Incident reports.
- The committee received a request to transfer the property associated with Building 200 from Montgomery County to MCC Board of Trustees, Mr. Martin made a motion to approve this request. Coming from committee, this required no second. The motion carried.

Personnel Committee – Gelynda Capel, Chairman

The Personnel Committee met earlier this afternoon (see attached minutes – Attachment C) and Mrs. Capel reported from the committee the following items:

- The committee received a notice of retirement from Richard Hinson, Small Business Center Coordinator; a notice of resignation from Randy Gunter, Vice President of Instruction; and a notice of termination of Brian Casey, Gunsmithing Instructor.
- The committee received a recommendation of employment of Bill Collins as Evening Custodian/Maintenance Staff and Mrs. Capel made a motion to approve the recommendation of employment. Coming from committee, this required no second. The motion carried.
- The committee reviewed the recommendation of the Coordinator of Health and Public Safety Programs as a new position and Mrs. Capel made a motion to approve this recommendation. Coming from committee, this required no second. The motion carried.
- The committee reviewed revisions to the salary plan and Mrs. Capel made a motion to approve these revisions. Coming from committee, this required no second. The motion carried.
- The committee had a second reading on New Board Policy 206.01 Emeritus Status and Mrs. Capel made a motion to approve the new policy. Coming from committee, this required no second. The motion carried.
- The committee had a second reading on Revised Board Policy 328.04 Wellness and Mrs. Capel made a motion on the revised policy. Coming from committee, this required no second. The motion carried.

- The committee had three policies revisions for first reading, Board Policy 301.00 Employment, Dismissal and Transfer Policy, 302.00 Fair Hiring Policy, 315.00 Rates of Pay.
- The committee had one new policy for first reading, 329.00 Professional Dress and Grooming. This policy is supported by the Dress Code Procedure.

Curriculum/Student Services Committee – Ron Kincaid, Chairman

The Curriculum/Student Services Committee met earlier this afternoon (see attached minutes – Attachment D) and Mr. Kincaid reported from the committee the following items:

- The committee heard reports from Dr. Bledsoe regarding Curriculum.
- The committee heard reports from Mr. Thill regarding Continuing Education.
- The committee heard a report from Mrs. Smith regarding Student Services.

Legislative/Public Relations Committee – Andrea Marshall, Chairman

The Legislative/Public Relations Committee met earlier this afternoon (see attached minutes- Attachment E) and Mrs. Marshall reported from the committee the following items:

- The committee received a legislative update from Dr. Bledsoe regarding the 2016 Connect NC Bond.
- Dr. Bledsoe reported from the Connect NC website that there is ample debt service capability within existing revenue to support the Connect NC bond. The state has a threshold of 5% to be used for debt service this initiative along with others is not expected to exceed 4%.
- The committee received a recommendation from Dr. Bledsoe to allocate funds for the Connect NC Bond. Mrs. Marshall made a motion to approve allocating \$3,000 for the publicity of the Connect NC Bond. Coming from committee, this required no second. The motion carried.
- The committee reviewed a Connect NC Bond Resolution and Mrs. Marshall made a motion to approve the resolution. Coming from committee, this required no second. The motion carried.

Institutional Status Committee – Johnny McKinnon, Chairman

The Institutional Status Committee met earlier this afternoon (see attached minutes- Attachment F) and Dr. McKinnon reported from the committee the following items:

- The committee reviewed and approved an RFP for Legal Services and Dr. McKinnon made a motion to approve the RFP for Legal Services. Coming from committee, this required no second. The motion carried.

SGA Report – Stephen Gant, SGA President – Appendix AJ

The Student Government Association report is attached as Appendix AJ.

President's Report – Dr. Chad Bledsoe – Appendix AK

Dr. Bledsoe reported on activities since the last meeting and upcoming activities as noted in Appendix AK. In addition to his report he noted the following:

- He attended a Crisis Management Seminar with Michele Haywood and found the information very beneficial.
- He was able to meet and tour Jordan Lumber.
- The SACSCOC Annual Meeting was good.
- The System Office held a new President's orientation.
- There was a tuition increase for the Spring Semester.
- The Safety team has reviewed the College's safety procedures and will bring recommendations to Dr. Bledsoe.
- Next week he will be attending the SHOT Show.
- MLK Day Challenge is involving the Human Services Club, Communities in Schools and 4-H students will be packing 10,000 meals.
- The College will be hosting the State Board of Community Colleges meeting on March 17-18, 2016. The Board of Trustees will be invited to dinner on March 17.

Chairman's Report – Claudia Bulthuis, Chairman – Appendix AL and Appendix AM

Mrs. Bulthuis presented Appendix AL, the speech given at the Veterans Day event.

Mrs. Bulthuis reported that each member has a packet containing information regarding the President's Evaluation. The Evaluations should be returned to Mrs. Bulthuis before the February Board meeting.

The Board Retreat will be February 27, 2016. The President's Evaluation will be discussed after lunch at the retreat.

Mrs. Bulthuis presented Appendix AM, a calendar of upcoming events. She noted that graduation is May 11, 2016.

There being no further business, Mr. Kincaid made a motion, seconded by Mrs. Capel, to adjourn the meeting at 7:51 p.m. The motion carried.

Claudia Bulthuis, Chairman

Attachment A**Budget & Finance Committee
Minutes**

The Budget & Finance Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 5:30 p.m. in the College Boardroom.

Present

Anna Hollers, Chairman
Claudia Bulthuis
Susan Eggleston
Ron Kincaid

Absent

Gordon Knowles

Others Present

Phil Absher
Gelynda Capel
Paula Covington
Sharon Cupples
Andrea Marshall
Sam Martin
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mrs. Hollers, Chairman, called the meeting to order.

Committee roll was taken by Chairman Hollers and all committee members were present, except Gordon Knowles, Vice Chairman.

Approval of the November Committee Minutes – Appendix B – Action

Mrs. Bulthuis made a motion, seconded by Mr. Kincaid, to approve the November Committee minutes. The motion carried.

November and December Local, State, and Institutional Funds Financial Report – Appendix C – Action

Mrs. McBride reported the following:

- As of December 31, 2015, County fund expenditures were \$346,225, 47% of the total budget.
- There are \$58,424 available for Capital Expenditures as of December 31, 2015.
- As of October 31, 2015, State fund expenditures were \$3,352,744, 45% of the total budget.
- Longevity payments have been delayed until January due to the budget delay.
- As of December 31, 2015, the balance in Institutional Funds was \$666,187.
- The College expended \$223,515 of the \$250,000 Duke Energy Grant in December.
- Payment has been received from Randolph Community College for the Perkins Funds.
- As of December 31, 2015, the balance in the STIF account was \$185,894.

Mrs. Hollers questioned the amount of funds in the STIF account and if these funds could be moved to a different account that gains more interest. Mrs. McBride will research to see if there are any requirements to these funds.

Following a question from Mr. Kincaid, Mrs. McBride reported that there are no concerns at this time regarding the College's budget.

On a motion by Mr. Kincaid, seconded by Mrs. Bulthuis, the November and December Local, State and Institutional Funds Financial Reports were approved. The motion carried.

November and December Foundation Fund Statements – Appendix D

Ms. Roatch presented Appendix D, the November and December Foundation Fund Statements. Due to the market volatility the investment account has decreased again. She noted that the investments funds are invested very conservatively and heavily diversified. The Trust Company of North Carolina is the investment firm.

In-Kind Transfer Report – Appendix E – Action

Ms. Roatch presented Appendix E, the In-Kind Transfer Report. The Program Head and the Donor help to establish the approximate value.

On a motion by Mr. Kincaid, seconded by Mrs. Bulthuis, the In-Kind Transfer Report was approved. The motion carried.

Ms. Roatch gave an update on the Golden Leaf grant. Golden Leaf has requested some of the project information to be updated. Golden Leaf was concern over the project being delayed. Golden Leaf understands that construction projects do take longer to complete, and requested notification prior to June, 2016 if no progress has been made on the project.

Dr. Bledsoe reported that the County has contracted with Pinnacle Architecture to conduct a site assessment to determine the amount of new construction and renovations needed to complete the project. This assessment is in progress.

If the College can show that the project is moving forward with preconstruction or design Ms. Roatch feels confident that we would be able to keep the funding from Golden Leaf. Each year extensions will be requested by Golden Leaf.

Ms. Roatch reported that Golden Leaf has rescinded grants in the past, it would be possible that the College could reapply for the grant but would have to prove that the project is viable at that point.

Dr. Bledsoe reported that the site assessment will help to determine how much new construction and renovation can be worked into the budget by the County.

Mr. Martin reported that Pinnacle is aware of the time sensitivity of the site assessment.

Next steps include having the funding committed by the County, beginning the process with State Construction, and bidding out the architectural services.

At this point the College is waiting on a commitment in funding from the County, once this has been determined progress will begin on the next steps.

There being no further business, the meeting adjourned at 5:49 p.m.

Attachment B**Building & Grounds Committee
Minutes**

The Building & Grounds Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 5:49 p.m. in the College Boardroom.

Present

Sam Martin, Chairman
Claudia Bulthuis, Vice Chairman
Sharon Cupples
Anna Hollers
Ron Kincaid

Absent

Gordon Knowles

Others Present

Phil Absher
Gelynda Capel
Paula Covington
Susan Eggleston
Andrea Marshall
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mr. Martin, Chairman, called the meeting to order.

Committee roll was taken by Chairman Martin and all committee members were present, except Gordon Knowles.

Approval of November Committee Minutes – Appendix F – Action

Mrs. Hollers made a motion, seconded by Mr. Kincaid, to approve the minutes from the November committee meeting. The motion carried.

Facilities Report – Appendix G

Mrs. McBride presented Appendix G, the facilities report. She reported that there may be more renovations coming and will give more information at the February Board Meeting.

Incident Report – Appendix H

Mrs. McBride presented Appendix H, the Incident Report.

Request for Transfer of Property from Montgomery County – Appendix I – Action

Mr. Martin presented Appendix I, the request for Montgomery County to transfer the property associated with Building 200 to the Montgomery Community College Board of Trustees since the financial obligations have been met.

Mr. Kincaid made a motion, seconded by Mrs. Hollers, to approve the request to transfer property from Montgomery County to the Montgomery Community College Board of Trustees. The motion carried.

There being no further business, the meeting adjourned at 5:53 p.m.

Attachment C**Personnel Committee
Minutes**

The Personnel Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 5:53 p.m. in the College Boardroom.

Present

Gelynda Capel, Chairman
Sharon Cupples, Vice Chairman
Phil Absher
Claudia Bulthuis
Paula Covington
Anna Hollers

Absent**Others Present**

Susan Eggleston
Ron Kincaid
Andrea Marshall
Sam Martin
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mrs. Capel, Chairman, called the meeting to order.

Committee roll was taken by Chairman Capel and all committee members were present.

Approval of November Committee Minutes – Appendix J – Action

Mrs. Covington made a motion, seconded by Mr. Absher, to approve the minutes from the November committee meeting. The motion carried.

Notice of Retirement – Small Business Center Coordinator – Appendix K

Mrs. Capel presented Appendix K, the retirement notification of Richard Hinson, Small Business Center Coordinator.

Notice of Resignation – Vice President of Instruction – Appendix L

Mrs. Capel presented Appendix L, the notice of resignation of Randy Gunter, Vice President of Instruction.

Notice of Termination – Gunsmithing Instructor – Appendix M

Mrs. Capel presented Appendix M, the notice of termination of Brian Casey, Gunsmithing Instructor.

Recommendation of Employment – Custodian/Maintenance Staff – Appendix N – Action

Mrs. Capel presented the recommendation of employment of Bill Collins as Evening Custodian/Maintenance Staff. Mrs. Covington made a motion, seconded by Mrs. Bulthuis, to approve the recommendation of employment of Bill Collins as Evening Custodian/Maintenance Staff. The motion carried.

New Position Recommendation – Appendix N – Action

Mrs. Capel presented Appendix N, the recommendation for a new position for a Coordinator of Health and Public Safety Programs.

Dr. Bledsoe reported that this position would be in the Continuing Education Department. The individual would oversee all Continuing Education health programs, BLET, Law Enforcement Training, Fire Training, EMS training, Currently these duties are being covered by several part time contracted employees.

Mrs. Hollers made a motion, seconded by Mrs. Cupples, to approve the Coordinator of Health and Public Safety Programs as a new position. The motion carried.

Revisions to Salary Plan – Appendix P – Action

Dr. Bledsoe presented Appendix P, the revisions to the Salary Plan.

Dr. Bledsoe reported that there originally 11 employment levels, these were transitioned into seven.

Following a question from Mrs. Hollers, Dr. Bledsoe reported that years of experience increases are automatic if an employee meets the required criteria.

Following a question from Mr. Martin, Dr. Bledsoe reported that the years of experience increases are capped at 20 years.

No employees received a reduction in salary due to these salary plan revisions.

Mrs. Cupples made a motion, seconded by Mrs. Covington, to approve the revisions to the salary plan. The motion carried.

206.01 Emeritus Status – Second Reading – Appendix Q – Action

Mrs. Capel presented Appendix Q, new Board Policy 206.01 Emeritus Status for second reading.

Mr. Absher made a motion, seconded by Mrs. Hollers, to approve 206.01 Emeritus Status as a new Board Policy. The motion carried.

Revised Board Policy 328.04 Wellness - Second Reading - Appendix R – Action

Mrs. Capel presented Appendix R, revised Board Policy 328.04 Wellness for second reading.

Mrs. Hollers made a motion, seconded by Mr. Absher, to approve Board Policy 328.04 Wellness. The motion carried.

Revised Board Policy 301.00 Employment, Dismissal and Transfer Policy – First Reading – Appendix S

Mrs. Capel presented Appendix S, Board Policy 301.00 Employment, Dismissal and Transfer Policy.

Dr. Bledsoe reported that these three policies address change in the Board of Trustees delegating the authority of hiring and termination to the President.

Revised Board Policy 302.00 Fair Hiring Policy – First Reading – Appendix T

Dr. Bledsoe presented Appendix T, Board Policy 302.00 Fair Hiring Policy. He noted the recommended changes for this policy.

Revised Board Policy 315.00 Rates of Pay - First Reading – Appendix U

Dr. Bledsoe presented Appendix U, revised Board Policy 315.00 Rates of Pay.

Mrs. Bulhuis reported the recommendation to change the hiring procedures came from her recent ethics training, where it was recommended that the board limit responsibility to only hire the President and the President should hold responsibility of hiring employees of the college. This limits the liability on the Board.

The Board will continue to receive notification of employee hires, transfers or dismissals.

New Board Policy 329.00 Professional Dress and Grooming – First Reading – Appendix V

Dr. Bledsoe presented Appendix V, new Board Policy 329.00 Professional Dress and Grooming.

Currently the college does not have a formal policy addressing professional dress and grooming while at the college.

Dress Code Procedure – Appendix W – Information Only

Dr. Bledsoe presented Appendix W, the Dress Code Procedure. He reported that putting the dress code in a procedure allows administration to review and adjust as needed.

A spelling error will be corrected under unacceptable attire.

There being no further business, the meeting adjourned at 6:08 p.m.

Attachment D**Curriculum/Student Services Committee
Minutes**

The Curriculum/Student Services Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 6:08 p.m. in the College Boardroom.

Present

Ron Kincaid, Chairman
Sam Martin, Vice Chairman
Phil Absher
Claudia Bulthuis
Sharon Cupples
Andrea Marshall

Absent**Others Present**

Gelynda Capel
Paula Covington
Susan Eggleston
Anna Hollers
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mr. Kincaid, Chairman, called the meeting to order.

Committee roll was taken by Chairman Kincaid and all committee members were present.

Approval of November Committee Minutes – Appendix Q – Action

Mr. Martin made a motion, seconded by Mrs. Marshall, to approve the November Committee minutes. The motion carried.

Update from Vice President of Instruction – Dr. Chad Bledsoe – Appendix Y

Mr. Gunter gave an update on instructional activities as presented in Appendix Y.

Mrs. Hollers asked that Mr. Collins, as a finalist in the Excellence in Teaching Award, be recognized by the Board.

Continuing Education - Appendix Z

Mr. Thill reported on updates from Continuing Education.

Update from Vice President of Student Services – Appendix AA

Mrs. Smith gave an update on student services activities as presented in Appendix AA.

There being no further business, the meeting adjourned at 6:18 p.m. The motion carried.

Attachment E

**Legislative/Public Relations Committee
Minutes**

The Legislative/Public Relations Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 6:18 p.m. in the College Boardroom.

Present

Andrea Marshall, Chairman
Paula Covington, Vice Chairman
Claudia Bulthuis
Gelynda Capel
Johnny McKinnon

Absent**Others Present**

Phil Absher
Sharon Cupples
Susan Eggleston
Anna Hollers
Ron Kincaid
Sam Martin

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mrs. Marshall, Chairman, called the meeting to order.

Committee roll was taken by Chairman Marshall and all committee members were present.

Approval of November Committee Minutes – Appendix AB – Action

Mrs. Covington made a motion, seconded by Mrs. Bulthuis, to approve the November Committee minutes. The motion carried.

Legislative Update – Dr. Chad Bledsoe

Dr. Bledsoe presented Appendix AC, information on the 2016 Connect NC Bond. From this bond Montgomery Community College would receive \$6.3 million. The North Carolina Community College President's Association has requested that colleges provide funding in support of the Bond. Dr. Bledsoe recommended that the college provide \$3,000. These funds cannot come out of state or local funds. He asked that Mrs. McBride be allowed the flexibility to pay for this from where funds are available.

Dr. McKinnon made a motion, seconded by Mrs. Capel, to approve \$3,000 toward publicity of the 2016 Connect NC Bond. During discussion, Mr. Kincaid questioned where the funds will come from. Dr. Bledsoe will research how the bond will be paid back to the state. Following discussion the motion carried.

Dr. Bledsoe presented Appendix AD, there are training sessions available for ones to attend regarding the bond. Dr. Bledsoe plans to attend one of the training sessions.

Dr. Bledsoe presented Appendix AE, a resolution from the Board of Trustees in support of the 2016 Connect NC Bond. Mrs. Capel made a motion, seconded by Dr. McKinnon, to approve the 2016 Connect NC Bond Resolution. The motion carried.

Public Relations/Marketing Update – Dr. Chad Bledsoe – Appendix AF

Dr. Bledsoe presented Appendix AF, the Public Relations/Marketing Update.

Mrs. Hollers suggested looking into selling advertising space on the webpage.

There being no further business, the meeting adjourned at 6:28 p.m.

Attachment F**Institutional Status Committee
Minutes**

The Institutional Status Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 6:28 p.m. in the College Boardroom.

Present

Johnny McKinnon, Chairman
Claudia Bulthuis, Vice Chairman
Phil Absher
Susan Eggleston
Sam Martin

Absent**Others Present**

Gelynda Capel
Paula Covington
Sharon Cupples
Anna Hollers
Ron Kincaid
Andrea Marshall

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Dr. McKinnon, Chairman, called the meeting to order.

Committee roll was taken by Chairman McKinnon and all committee members were present.

Approval of November Committee Minutes – Appendix AG – Action

Mrs. Eggleston made a motion, seconded by Mr. Martin, to approve the November Committee minutes. The motion carried.

RFP for Legal Services – Appendix AH – Action

Dr. McKinnon presented Appendix AH, the RFP for Legal Services.

Dr. Bledsoe reported that RFP is for a retainer on an as needed basis. He reported that Mr. Hollers has requested to no longer serve as the attorney for the college, therefore the college is in need of someone locally to handle legal issues.

Mr. Martin made a motion, seconded by Mr. Absher, to approve the RFP for legal services. The motion carried.

Revisions to By-Laws – First Reading – Appendix AI- Action

Dr. McKinnon presented Appendix AI, the recommended revisions to the By-Laws.

Dr. Bledsoe reported that what is considered for a first reading is in Section 6.

There being no further business, the meeting adjourned at 6:31 p.m.

**Budget & Finance Committee
Wednesday, February 10, 2016
5:30 p.m.**

Committee Members

**Anna Hollers, Chairman
Gordon Knowles, Vice Chairman
Claudia Bulthuis
Susan Eggleston
Ron Kincaid**

Agenda Items

- ❖ Call to Order - Anna Hollers, Chairman**
- ❖ Approval of January Committee Minutes – Appendix B – Action**
- ❖ January Local, State, and Institutional Funds Financial Reports – Appendix C - Action**
- ❖ January Foundation Fund Statements – Appendix D**
- ❖ Foundation Update**
- ❖ Grants Update – Appendix D-1**
- ❖ New Business**
- ❖ Adjourn**

Attachment A**Budget & Finance Committee
Minutes**

The Budget & Finance Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 5:30 p.m. in the College Boardroom.

Present

Anna Hollers, Chairman
Claudia Bulthuis
Susan Eggleston
Ron Kincaid

Absent

Gordon Knowles

Others Present

Phil Absher
Gelynda Capel
Paula Covington
Sharon Cupples
Andrea Marshall
Sam Martin
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mrs. Hollers, Chairman, called the meeting to order.

Committee roll was taken by Chairman Hollers and all committee members were present, except Gordon Knowles, Vice Chairman.

Approval of the November Committee Minutes – Appendix B – Action

Mrs. Bulthuis made a motion, seconded by Mr. Kincaid, to approve the November Committee minutes. The motion carried.

November and December Local, State, and Institutional Funds Financial Report – Appendix C – Action

Mrs. McBride reported the following:

- As of December 31, 2015, County fund expenditures were \$346,225, 47% of the total budget.
- There are \$58,424 available for Capital Expenditures as of December 31, 2015.
- As of October 31, 2015, State fund expenditures were \$3,352,744, 45% of the total budget.
- Longevity payments have been delayed until January due to the budget delay.
- As of December 31, 2015, the balance in Institutional Funds was \$666,187.
- The College expended \$223,515 of the \$250,000 Duke Energy Grant in December.
- Payment has been received from Randolph Community College for the Perkins Funds.
- As of December 31, 2015, the balance in the STIF account was \$185,894.

Mrs. Hollers questioned the amount of funds in the STIF account and if these funds could be moved to a different account that gains more interest. Mrs. McBride will research to see if there are any requirements to these funds.

Following a question from Mr. Kincaid, Mrs. McBride reported that there are no concerns at this time regarding the College's budget.

On a motion by Mr. Kincaid, seconded by Mrs. Bulthuis, the November and December Local, State and Institutional Funds Financial Reports were approved. The motion carried.

November and December Foundation Fund Statements – Appendix D

Ms. Roatch presented Appendix D, the November and December Foundation Fund Statements. Due to the market volatility the investment account has decreased again. She noted that the investments funds are invested very conservatively and heavily diversified. The Trust Company of North Carolina is the investment firm.

In-Kind Transfer Report – Appendix E – Action

Ms. Roatch presented Appendix E, the In-Kind Transfer Report. The Program Head and the Donor help to establish the approximate value.

On a motion by Mr. Kincaid, seconded by Mrs. Bulthuis, the In-Kind Transfer Report was approved. The motion carried.

Ms. Roatch gave an update on the Golden Leaf grant. Golden Leaf has requested some of the project information to be updated. Golden Leaf was concern over the project being delayed. Golden Leaf understands that construction projects do take longer to complete, and requested notification prior to June, 2016 if no progress has been made on the project.

Dr. Bledsoe reported that the County has contracted with Pinnacle Architecture to conduct a site assessment to determine the amount of new construction and renovations needed to complete the project. This assessment is in progress.

If the College can show that the project is moving forward with preconstruction or design Ms. Roatch feels confident that we would be able to keep the funding from Golden Leaf. Each year extensions will be requested by Golden Leaf.

Ms. Roatch reported that Golden Leaf has rescinded grants in the past, it would be possible that the College could reapply for the grant but would have to prove that the project is viable at that point.

Dr. Bledsoe reported that the site assessment will help to determine how much new construction and renovation can be worked into the budget by the County.

Mr. Martin reported that Pinnacle is aware of the time sensitivity of the site assessment.

Next steps include having the funding committed by the County, beginning the process with State Construction, and bidding out the architectural services.

At this point the College is waiting on a commitment in funding from the County, once this has been determined progress will begin on the next steps.

There being no further business, the meeting adjourned at 5:49 p.m.

**Montgomery Community College
County Funds - Board Report for January 2016**

County Funds - JANUARY 2016		Budget For Year	Actual Exp This Month	Actual Exp This Year	Budg Balance This Year	% Budg Expend This Year
511101	Car Allowance	6,000	500	3,500	2,500	58%
514000	FT Svc/Maint/Skilled Craft	158,020	12,636	93,521	64,499	59%
514050	Supvr Svc/Maint/Skilled Craft	78,644	6,420	46,441	32,203	59%
518100	Social Security	18,527	1,448	10,830	7,697	58%
518200	Retirement	35,338	2,919	20,917	14,421	59%
518300	Medical Insurance	44,005	3,688	23,943	20,062	54%
518700	Longevity Payments	3,019	-	2,535	484	84%
519090	Waste Removal/Recycling	13,000	1,013	10,169	2,831	78%
519120	Lawns and Grounds Service	2,000	-	1,200	800	60%
519110	Pest Control Svcs Agreement	850	-	250	600	29%
521000	Custodial Supplies	13,300	20	5,929	7,371	45%
522000	Maintenance Supplies	13,000	491	7,464	5,536	57%
524000	Repair Supplies	10,000	835	5,422	4,578	54%
525000	Gas/Travel/Reimbursement	1,000	(38)	382	618	38%
531500	Regisistration Fees	500	182	182	318	36%
532200	Telephone	17,300	1,922	12,866	4,434	74%
532300	Telecommunications Data	390	-	390	-	100%
533100	Heat	50,000	12,524	13,776	36,224	28%
533200	Water	7,500	442	6,423	1,077	86%
533300	Electricity	185,000	12,894	122,146	62,854	66%
533400	Garbage/Sewage Disposal	5,000	352	3,281	1,719	66%
535100	Equipment Repair	3,000	-	959	2,041	32%
535200	Repairs to Facilities	19,896	248	5,066	14,830	25%
535201	Repairs to Grounds-Supplies	2,000	-	240	1,760	12%
535400	Service Contracts	11,438	1,370	6,320	5,118	55%
539200	PR-President's Office	500	-	164	336	33%
539500	Other Current Expense	2,367	-	545	1,822	23%
543000	Lease/Rental Other Equipment	666	70	315	351	47%
545000	Property Insurance	13,900	-	-	13,900	0%
545100	Motor Vehicle Insurance	2,300	-	(25)	2,325	-1%
545200	Liability Insurance	3,000	-	(44)	3,044	-1%
545201	Workers Comp	11,000	(981)	(981)	11,981	-9%
545301	Life Insurance	1,820	(123)	930	890	51%
546100	Membership & Dues	1,800	-	-	1,800	0%
Total Current Expense		736,080	58,830	405,055	331,025	55%

**Montgomery Community College
County Funds - Board Report for January 2016**

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's November 2015 Report	\$ 257,119
Less: 2012-13 Projects	
Renovation of Old Bookstore to Testing Center	(11,537)
Less: 2013-14 Projects	
Firing Range Upgrade	(8,820)
Flooring Upgrades - Carpet Tiles (installed by staff)	(8,705)
Sidewalk Upgrades	(5,060)
Parking Lot Resurfacing (Bldg 200 East)	(29,118)
Flooring Upgrades - VCT Tiles (installed by outside vendor)	(2,179)
Less: 2015-16 Projects	
Multi-purpose Room Project	(301,942)
Building 500 Polished Concrete Floor	(4,163)
Sub-total Life-to-date Revenues less Submitted Projects	(114,405)
Add: 2014-15 Capital Appropriation from County (not sales tax revenue)	75,000
Add: 2015-16 Capital Appropriation from County (not sales tax revenue)	100,000
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 1-31-16	<u>\$ 60,595</u>

Montgomery Community College
State Funds - Board Report for January 2016

State Funds - JANUARY 2016	Budget For Year	Actual Exp This Month	Actual Exp This Year	Budg Balance This Year	% Budg Spend This Year
511100 President	136,961	11,351	80,207	56,754	59%
511200 FT Senior Administrator	225,090	25,600	139,270	85,820	62%
511300 FT Professional Staff	979,348	80,258	571,272	408,076	58%
511310 PT Professional Staff	102,546	4,569	36,890	65,656	36%
512000 FT Support	93,882	7,636	55,702	38,180	59%
512010 PT Support	15,400	698	6,968	8,432	45%
512040 30 Hour Support	27,203	2,220	16,103	11,101	59%
513000 FT Faculty	1,823,128	152,222	1,062,017	761,111	58%
513010 PT Faculty	930,077	54,332	447,198	482,879	48%
513030 PT Teaching Assistant	1,500	320	840	660	56%
513040 30 Hour Faculty	118,955	9,525	66,299	52,656	56%
515000 FT Technical/Paraprofessional	340,397	27,723	202,118	138,279	59%
515010 PT Technical/Paraprofessional	70,803	9,145	37,015	33,788	52%
516020 Student Salaries - Inst	2,700	-	720	1,980	27%
518100 Social Security	369,344	28,631	200,102	169,242	54%
518200 Retirement	579,350	50,441	338,983	240,367	59%
518300 Medical Insurance	434,770	33,696	241,277	193,493	55%
518500 Unemployment Compensation	11,180	(11,913)	11,180	(0)	100%
1 518700 Longevity Payments	53,309	8,745	46,080	7,229	86%
519000 Legal Services	158	-	158	1	100%
519010 Financial/Audit Service	4,082	-	4,082	-	100%
519040 Administrative Services	8,991	-	3,704	5,287	41%
519142 LAN Support Services	4,500	-	-	4,500	0%
519400 Contracted Instruction	58,914	1,402	28,203	30,712	48%
519700 Personal Service - 3rd Party	3,180	108	2,700	480	85%
523XXX Copies & Instructional Supplies	187,446	5,896	55,135	132,311	29%
527000 Other Supplies	54,352	2,974	25,147	29,205	46%
531110 In-State Ground Transportation	15,730	1,119	7,114	8,616	45%
531130 In-State Other Transportation	200	-	-	200	0%
531140 In-State Lodging	15,451	349	6,115	9,336	40%
531150 In-State Meals	4,269	50	904	3,365	21%
531210 Out-of-State Ground Transportation	1,785	162	733	1,052	41%
531220 Out-of-State Air Transportation	6,054	100	3,927	2,127	65%
531240 Out-of-State Lodging	8,060	1,569	3,554	4,506	44%
531250 Out-of-State Meals	1,940	100	530	1,410	27%
531410 Board/Non-emp Transportation	3,168	-	1,949	1,219	62%
531500 Registration Fees	20,122	281	8,583	11,539	43%
532100 Postage	13,500	493	5,425	8,075	40%
535100 Equipment Repair	33,736	14,072	18,136	15,600	54%
535400 Service Contracts	1,332	-	(553)	1,885	-42%
535430 Maint Agreement-Equipment	6,744	-	1,862	4,882	28%
535450 Maint Agreement-NonWAN - Curr	34,064	7,568	26,327	7,737	77%
535470 Maint Agreement-NonWAN - ConEd	1,209	-	(553)	1,762	-46%
535494 Maint. Agree.-Server Sf	8,000	-	-	8,000	0%
535495 Maint. Agree.-Server	1,000	-	-	1,000	0%
537000 Advertising	50,792	4,189	20,549	30,243	40%

Montgomery Community College
State Funds - Board Report for January 2016

State Funds - JANUARY 2016	Budget For Year	Actual Exp This Month	Actual Exp This Year	Budg Balance This Year	% Budg Expend This Year
537100 Advertise Vacant Positions	17,000	1,955	8,278	8,722	49%
539400 Magazine/Newspaper Subscriptions	3,591	141	3,465	126	96%
539500 Other Current Expense	1,135	-	60	1,075	5%
539520 Electronic Processing	6,100	-	-	6,100	0%
539700 Childcare - 530 Purpose	22,698	1,888	7,108	15,590	31%
544000 NonWAN Data Process Software	395	-	-	395	0%
544010 Software License Renewal	98,475	2,210	57,602	40,873	58%
544020 Laptop Application Software	1,000	-	-	1,000	0%
545100 Motor Vehicle Insurance	2,375	-	912	1,463	38%
545200 Liability Insurance	3,800	-	-	3,800	0%
546100 Membership & Dues	17,856	-	3,637	14,219	20%
546200 Accreditation Expense	1,200	-	1,200	-	100%
548000 NEIT	52	-	-	52	0%
555100 Minor Equip Low Risk <\$5K	3,510	-	3,510	(0)	100%
555200 Minor Equip High Risk <\$5K	754	-	754	(0)	100%
Total Current Expense	7,044,663	541,825	3,870,498	3,174,165	55%
551000 Office Equipment	42,407	-	-	42,407	0%
552072 Server	22,534	-	-	22,534	0%
553000 Educational Equipment	242,485	-	7,830	234,655	3%
555100 Minor Equipment Low Risk	17,479	2,235	15,328	2,151	88%
555200 Minor Equipment High Risk	2,841	-	2,408	434	85%
556100 Books	25,000	(78)	663	24,337	3%
Total Capital Expense	352,746	2,157	26,228	326,518	7%
Total Expenses	7,397,409	543,982	3,896,726	3,500,683	53%

Montgomery Community College
Institutional Funds - Board Report for January 2016

Institutional Funds - JANUARY 2016	Revenues This Month	Expended This Month	Revenues This Year	Expended This Year	Balance In Account
01-121 Pell Overpayments	-	-	-	-	128
01-128 Veterans Reporting Fee	-	-	-	-	69
01-132 Overhead Receipts 75%	12	28	683	1,203	20,019
01-133 Current General & Misc	-	110	50	471	5,046
01-134 Admin Support	2,068	2,068	6,964	6,964	-
01-135 Overhead Receipts 25%	4	-	226	-	5,829
01-142 Textbook Rental - CCP	100	3,036	14,875	11,072	4,983
01-222 Forestry Program	1	-	5	300	23,875
01-291 Specific Fees: Medical Asst.	15	-	171	-	2,207
01-291 Specific Fees: Electronics	50	-	325	-	1,350
01-291 Specific Fees: Gunsmithing	1	-	5,102	-	39,162
01-291 Specific Fees: Pottery	42	962	4,587	3,397	41,870
01-291 Specific Fees: Taxidermy	275	-	600	-	14,262
01-291 Specific Fees - LP	-	-	2,700	-	6,466
01-291 Specific Fees: Dental	1,427	1,377	2,812	1,377	4,075
01-291 Specific Fees: NET/TEAS	288	-	3,840	4,000	3,722
01-294 Live Projects: Taxidermy	-	-	-	-	349
01-314 Scrap Metal Fund HVAC	15	-	15	-	532
01-315 Self Supporting	4,246	1,969	34,791	14,727	45,702
01-331 Community Service	-	-	-	-	4,275
01-352 Career Readiness	-	-	390	393	1,477
01-363 Small Business Center	293	337	789	530	8,727
01-391 Specific Fees: Occ. Ext	1,564	-	9,165	3,654	22,955
01-394 Horticulture: Live Projects	-	-	-	-	878
01-621 Operational Funds	524	(6,136)	3,906	9,292	18,958
01-715 Vending	1,253	1,253	5,245	5,245	-
02-131 College Work Study	321	321	9,975	9,975	-
02-228 Self Supp. Curriculum	246	128	3,912	11,623	28,113
02-229 Distance Learning	6	-	39	-	-
02-292 Tech Fee-Curr	1,812	370	12,288	6,448	92,024
02-383 Fire Training Center Grant	4,310	1,593	19,955	19,734	7,102
02-392 Tech Fee: Con Ed	-	-	235	-	1,953
1 02-429 Vo-Ed PT Curriculum Support	3,941	754	3,941	5,467	(1,526)
2 02-511 Voc-Ed Counseling	6,060	1,185	6,060	8,474	(2,414)
02-821 Dept. of Ed. Drawdowns	-	-	7,875	7,875	-
02-823 FSEOG	7,059	6,337	576,225	575,503	1,029
02-824 Pell Grant	-	-	16,750	16,750	-
02-831 Education Lottery Scholarships	-	-	6,034	5,250	784
02-833 Golden LEAF	-	-	26,369	25,429	940
02-835 NC Community College Grant	-	-	1,078	1,078	-
02-836 High Demand/Low Enrollment	-	-	83,079	83,079	-
02-837 MCC Foundation Scholarships	250	250	250	250	-
02-839 Less Than Half-time	-	-	1,485	210	1,275
02-841 MCC Club Scholarships	500	-	1,000	500	500
02-842 SGA President Scholarships	-	-	750	750	-
02-845 SECU Scholarships	3,750	-	7,500	3,750	3,750
05-227 Daycare Center	-	-	-	-	118

**Montgomery Community College
Institutional Funds - Board Report for January 2016**

Institutional Funds - JANUARY 2016	Revenues This Month	Expended This Month	Revenues This Year	Expended This Year	Balance In Account
05-715 Vending	1,118	3,293	4,453	11,006	17,137
05-716 Bookstore Vending	1	881	9,186	6,317	50,873
05-720 Bookstore	34	-	225	-	-
05-721 General Store	2,772	3,458	22,639	24,769	4,450
05-730 Campus Food Service	-	-	1,680	1,680	-
05-740 Parking Fee	403	-	2,811	-	27,493
05-770 Student Government Association	2,943	(35)	19,501	7,201	22,773
05-771 Graduation Fund	320	-	640	-	4,427
05-774 Student Ambassador	329	-	2,195	166	26,062
07-942 Duke Energy Grant	-	-	-	223,515	26,485
09-772 Club Accounts	-	-	-	-	80,919
3 09-773 Bookstore Agency Fund	-	-	-	-	(5,735)
4 09-775 Funds Held for Others	-	-	-	-	(3,719)
09-776 Restricted Scholarships Held	-	-	-	-	1,000
Total Institutional Funds: First Bank	48,353	23,539	945,372	1,119,425	662,726

STIF Account as of 01/31/16

	Interest This Period	Interest This Year	Prior Y.E. Balance	Current Balance
01-621 Operational Funds	24	161	41,932	42,093
02-229 Distance Learning	6	39	10,137	10,175
02-292 Technology Fees	43	285	74,451	74,736
05-720 Bookstore	34	225	58,771	58,996
Total Institutional Funds: State Treasury	107	710	185,291	186,001

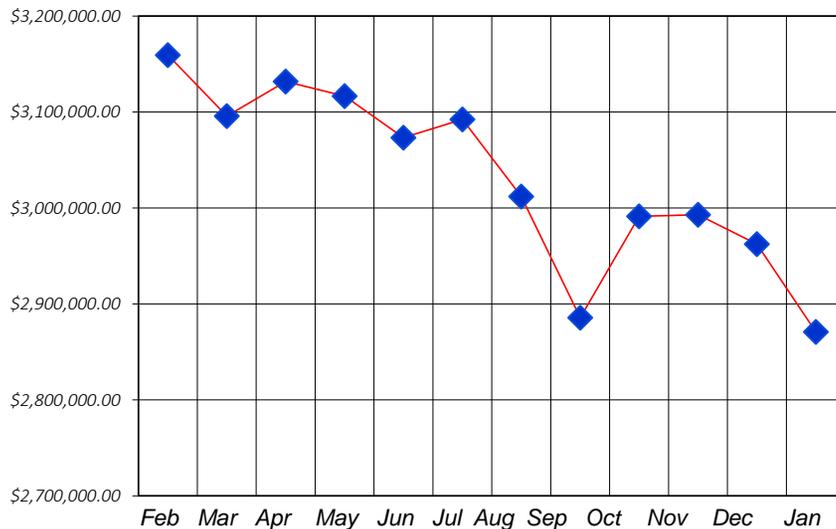
NOTES:

- 1 Randolph Community College (PERKINS)**
- 2 Randolph Community College (PERKINS)**
- 3 Financial Aid Charges for Books**
- 4 Ameriflex Charges for Employees**

Montgomery Community College Foundation Funds Statement FY 2015-2016

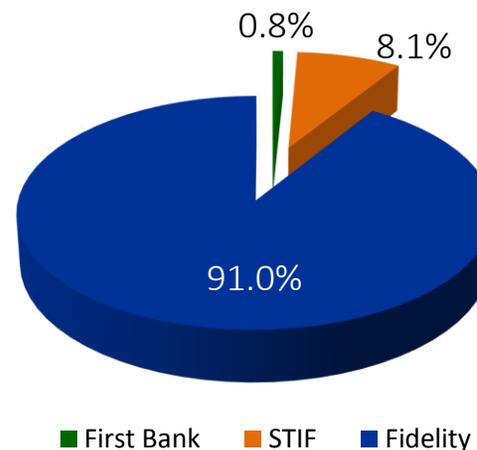
	Fiscal Year To Date 7/1/2015 thru 1/30/2016				Month of January 2016			
	Trust Co. of NC	STIF	First Bank	Total	Trust Co. of NC	STIF	First Bank	Total
Beginning Value	\$2,795,059.90	\$258,516.27	\$19,649.32	\$3,073,225.49	\$2,696,802.54	\$232,208.49	\$33,370.20	\$2,962,381.23
Receipts								
Interest/Gains	\$49,395.02	\$922.41	\$3.35	\$50,320.78	\$2,859.94	\$134.61	\$0.48	\$2,995.03
Deposits	\$53,887.28	\$29,351.86	\$114,726.24	\$197,965.38	\$2,226.16	\$5,073.00	\$1,321.16	\$8,620.32
Total Receipts	\$103,282.30	\$30,274.27	\$114,729.59	\$248,286.16	\$5,086.10	\$5,207.61	\$1,321.64	\$11,615.35
Disbursements								
Withdrawals/Fees	\$63,014.52	\$54,989.29	\$111,161.23	\$229,165.04	\$2,022.54	\$3,614.85	\$11,474.16	\$17,111.55
Total Disbursements	\$63,014.52	\$54,989.29	\$111,161.23	\$229,165.04	\$2,022.54	\$3,614.85	\$11,474.16	\$17,111.55
Market Value Net Change	(\$221,471.87)	\$0.00	\$0.00	(\$221,471.87)	(\$86,010.29)	\$0.00	\$0.00	(\$86,010.29)
Ending Value	\$2,613,855.81	\$233,801.25	\$23,217.68	\$2,870,874.74	\$2,613,855.81	\$233,801.25	\$23,217.68	\$2,870,874.74
Net Change	(\$181,204.09)	(\$24,715.02)	\$3,568.36	(\$202,350.75)	(\$82,946.73)	\$1,592.76	(\$10,152.52)	(\$91,506.49)

Foundation Funds Value



FEB 2015 - JAN 2016

Foundation Funds Distribution



Grants Applied For

Grantor	Title	Proposed Purpose	Length	Max Amount	Critical Dates
Golden Leaf	Community Assistance Initiative for Prosperity Regions - Information meeting 8/28/14 Sandhills Prosperity Zone: Bladen, Columbus, Cumberland, Hoke, Montgomery, Moore, Richmond, Robeson, Sampson, and Scotland.	Funds could be used to pursue similar activity as the DOL grants, remodel, refurbish and equip Building Requires 20% Cash match. Can combine with the Duke Energy Grant to help meet the match as well as outside donation opportunities	1 Year	\$1.5M per county in prosperity zone, County Manager to endorse	Letter of Inquiry submitted 12/1/14 Add'l info submitted 1/7/15 Review meeting 1/15/15 Invite to submit 2/5/15 Proposal due 3/13/15 Q & A Meeting 5/6/15 Determination 6/4/15 AWARDED \$400k START DATE REVISION REQUESTED 2/5/16

Grants Awarded 2015-2016 Fiscal

Grantor	Title	Purpose	Length	Amount Awarded	Grant Due	Response
NCCCS	Minority Male Mentoring	The NCCCS SuccessNC's Minority Male Mentoring Program (3MP) is an active, intensive, and engaging process of academic coaching and case management that provides early access and academic support to minority male students with an increased likelihood of dropping out	1 Year	\$17,608	6/16/2015	9/28/2015

**Building & Grounds Committee
Wednesday, February 10, 2016
5:45 p.m.**

Committee Members

**Sam Martin, Chairman
Claudia Bulthuis, Vice Chairman
Sharon Cupples
Anna Hollers
Ron Kincaid
Gordon Knowles**

Agenda Items:

- ❖ **Call to Order - Sam Martin, Chairman**
- ❖ **Approval of January Committee Minutes – Appendix E – Action**
- ❖ **Facilities Report - Appendix F**
- ❖ **Discussion Regarding Renovations to Building 200 – Appendix G**
- ❖ **Golden Leaf Update – Appendix G-1**
- ❖ **New Business**
- ❖ **Adjourn**

Attachment B**Building & Grounds Committee
Minutes**

The Building & Grounds Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 5:49 p.m. in the College Boardroom.

Present

Sam Martin, Chairman
Claudia Bulthuis, Vice Chairman
Sharon Cupples
Anna Hollers
Ron Kincaid

Absent

Gordon Knowles

Others Present

Phil Absher
Gelynda Capel
Paula Covington
Susan Eggleston
Andrea Marshall
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mr. Martin, Chairman, called the meeting to order.

Committee roll was taken by Chairman Martin and all committee members were present, except Gordon Knowles.

Approval of November Committee Minutes – Appendix F – Action

Mrs. Hollers made a motion, seconded by Mr. Kincaid, to approve the minutes from the November committee meeting. The motion carried.

Facilities Report – Appendix G

Mrs. McBride presented Appendix G, the facilities report. She reported that there may be more renovations coming and will give more information at the February Board Meeting.

Incident Report – Appendix H

Mrs. McBride presented Appendix H, the Incident Report.

Request for Transfer of Property from Montgomery County – Appendix I – Action

Mr. Martin presented Appendix I, the request for Montgomery County to transfer the property associated with Building 200 to the Montgomery Community College Board of Trustees since the financial obligations have been met.

Mr. Kincaid made a motion, seconded by Mrs. Hollers, to approve the request to transfer property from Montgomery County to the Montgomery Community College Board of Trustees. The motion carried.

There being no further business, the meeting adjourned at 5:53 p.m.

Board Report

Facilities

February 2016

Prepared By: Wanda Frick

Director of Facilities

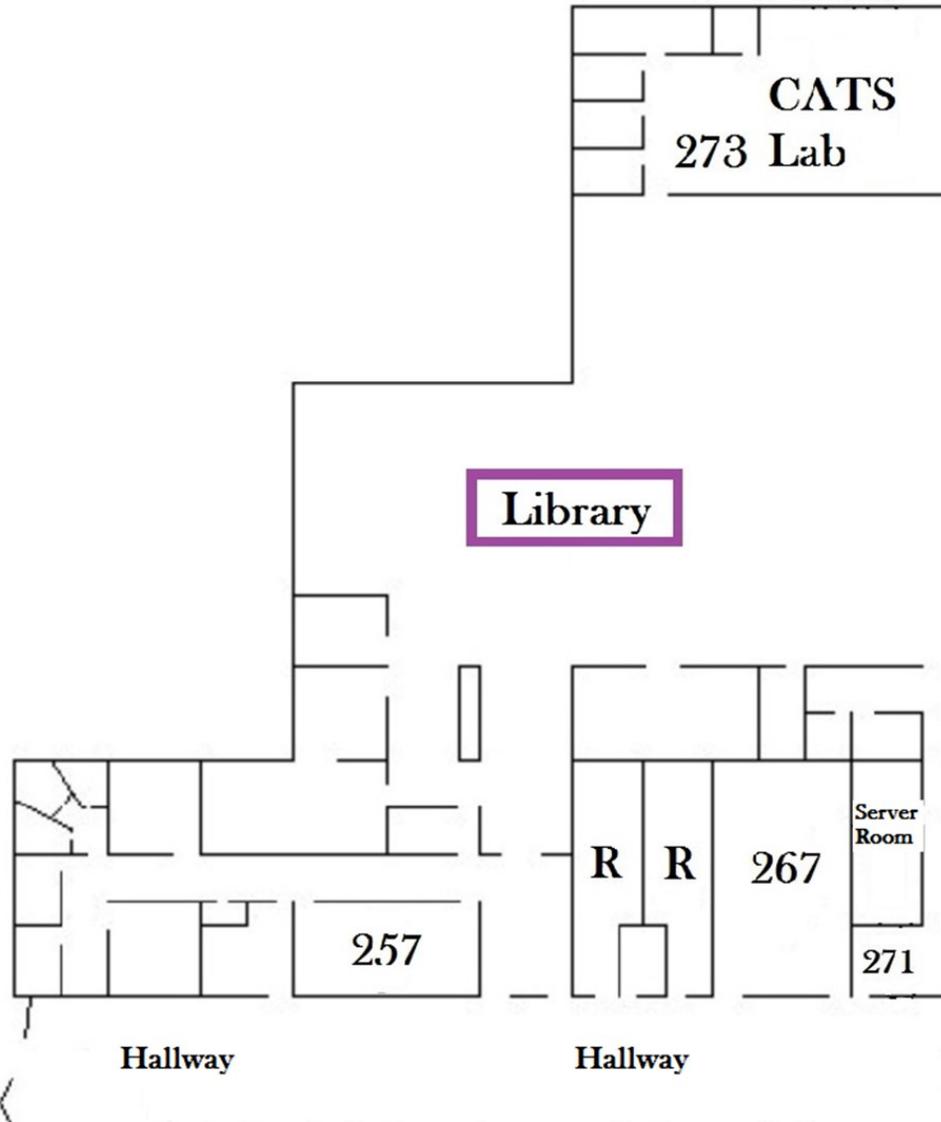
A new recirculating exhaust hood was installed in the Catering Kitchen in Building 200. The stove has been moved from Building 100, Student Union kitchen for use in teaching.



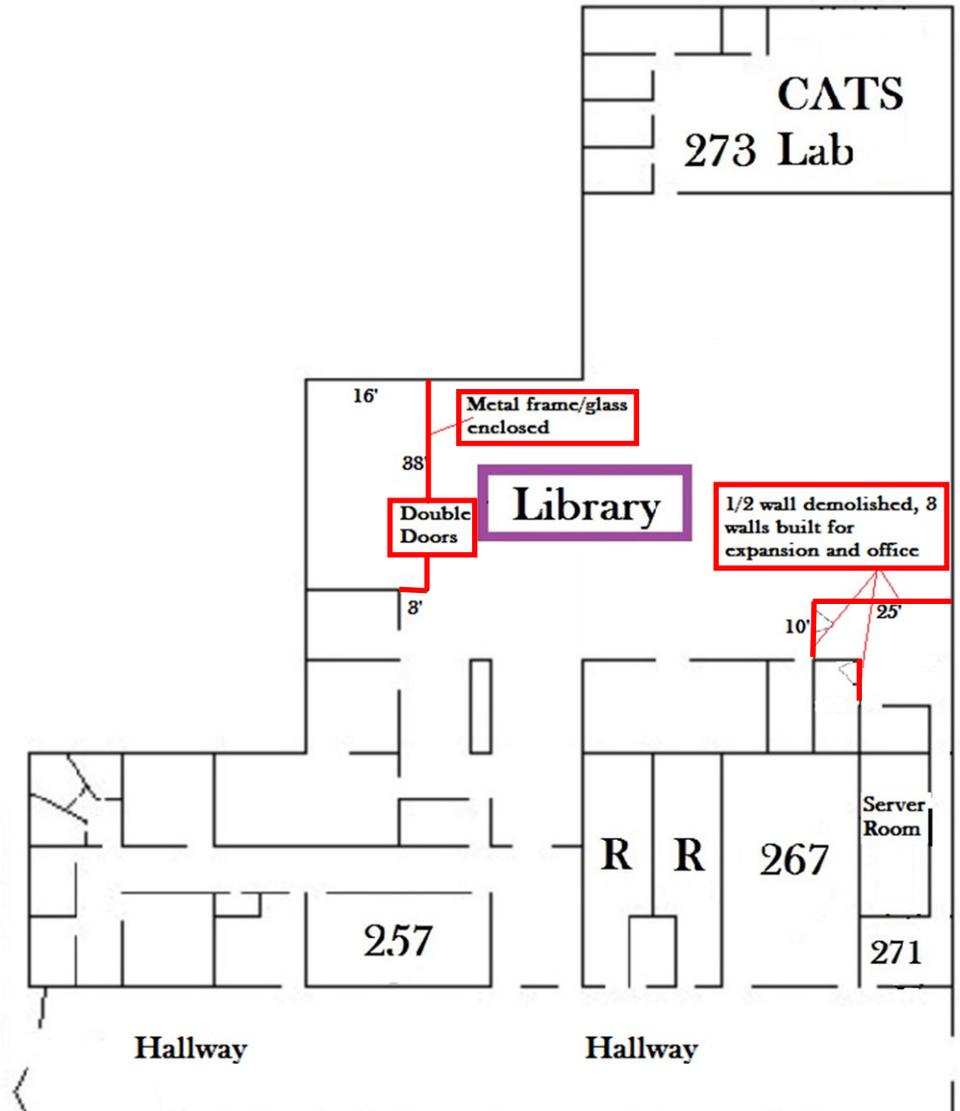
Monday February 1, MCC was closed for a few hours for the repair of a water main leak on campus.



Existing IT/Library Area



Proposed Renovations



COUNTY OF MONTGOMERY

102 East Spring St. P.O. Box 425 Troy, North Carolina 27371-0425
Telephone: (910) 576-4221 Fax: (910) 576-4566
www.montgomerycountync.com



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Anthony Copeland, Commissioner
Mike Criscoe, Commissioner

OFFICERS
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C.D. Crepps Finance Director
Melissa F. Pipkin Register of Deeds
Russell J. Hollers County Attorney
Chris Watkins Sheriff
Doshia F. Swaringen Clerk to the Board

January 19, 2016

Mrs. Claudia B. Bulthuis
Montgomery Community College Board of Trustees
1011 Page Street
Troy, NC 27371

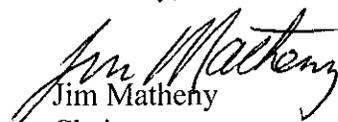
Dear Chairman Bulthuis:

Thank you for the letter regarding the transfer of Building 200 from the County to the Community College. The property has not been transferred because of the current and ongoing evaluation of school facility needs.

The proposed Early College project, if approved by the Trustees, School Board, and the Board of County Commissioners, will require debt service financing. In such event, the tract will need to be retransferred to the County.

Would it be appropriate to await the architectural feasibility study to be completed, and a decision made on the project, prior to making the transfer? I look forward to your opinion and response.

Sincerely,


Jim Matheny
Chairman

COUNTY OF MONTGOMERY

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 Chris Watkins Sheriff
 Doshia F. Swaringen Clerk to the Board

February 5, 2016

Miranda Dalton
 Project Officer
 Golden LEAF Foundation
 301 N. Winstead Avenue
 Rocky Mount, NC 27804

Dear Miranda,

Thank you for taking the time yesterday to discuss the Golden LEAF Community Initiative Grant. As we discussed, several issues/opportunities have developed since I submitted the Montgomery Community College for consideration and the subsequent awarding of the grant.

Based on these developments, we respectfully request that the project start date for the LEAF grant be revised to June 2016. This extension will allow the County time to receive information pertinent to the grant and enhance the benefits outlined in the originally proposal.

To provide background for this request, the Board of County Commissioners has been working with the Montgomery County Board of Education and the Montgomery Community College Board of Trustees over the last eighteen months to identify, plan, and implement improvements to educational facilities in the County.

Several projects were considered to yield improvements in education and workforce readiness skills. These included:

- Vocational training renovations/additions at the College
- Vocational renovations at the two existing high schools
- Early College for Vocational Training at the College
- Academic Early College at the College
- A new single, centrally located high school beside the College to replace the two existing County high schools.

The Golden LEAF grant was intended to assist with one of these plans, and the County is still committed to the LEAF project and believes sincerely that the results identified can be obtained. In fact, we feel equally as strong about all the projects, as individually they all have merit and will improve the quality of education and workforce readiness in the County.

Nevertheless, at the time of the Golden LEAF grant submission the amount of County funds available made many of the larger projects infeasible. The LEAF project submission was one of the projects that could be funded.

Since the award, several new funding opportunities have developed which requires us to re-examine the projects to determine if any of the staged improvements should be expanded or revised in order to encompass more of our collective educational goals.

The developments are as follows and, as stated, having access to greater funding makes it possible and necessary to evaluate the whole:

- To facilitate educational facility improvements the County Commissioners unanimously increased the County ad valorem tax rate by 5 cents on July 1, 2015. These funds are designated for educational facility needs and will yield \$1.5 million in additional revenue each year.
- In 2015, the County refinanced existing general fund debt, with an infusion of \$4 million from reserve funds, to position the County to be debt free in 2025 (ad valorem general fund obligation).
- The USDA has expressed a willingness to lobby for the County to receive a \$70 million loan from Community Development funds (40 years at 3% interest).
- The Connect NC referendum would yield \$6+ million to Montgomery Community College for renovation and new construction.

In summation, the County had planned on completing smaller projects, like the vocational training facility renovation/expansion project funded by Golden LEAF, in a staged approach to improve the overall educational and workforce readiness levels in the County.

With the reasonable possibility of larger revenue sources, we are now re-examining the staged projects to see if efficiency and effectiveness can be achieved by consolidating projects, completing projects simultaneously, or achieving better results by doing projects which were previously unattainable due to funding limitations.

The County has initiated several projects which are intended to help clarify our position as we await the March primary and 2016 USDA funding decisions. The steps initiated include:

- Commissioned an engineering and architectural evaluation of existing College facilities to determine practicality of major renovation and expansion projects.
- Commissioned CPA firm Thomas, Judy, & Tucker to perform a financial feasibility study required by the USDA for major, long term debt issuance.
- Submitted a draft 2015 County audit to the LGC which removed material audit findings which may have restricted County debt issuance.
- Pursuing capital leasing arrangements with the firm First Floor to evaluate the advantages of a public/private partnership in which the private firm builds the educational facilities needed and the County leases the facility.

These studies, in addition to getting firm answers on USDA and Connect NC funding, will allow the County to make better decisions regarding education and workforce training. It is our intention to have the direction solidified by the end of June 2016.

Again, our request to Golden LEAF is to revise the start date for the \$400,000 Community Initiative Grant in order for the County to evaluate available options. Regardless of the direction taken, the goals outlined in the LEAF submittal can and will be obtained. The County is committed to the project and goals, but desires to optimize available funding to achieve those goals. I look forward to hearing from you.

Sincerely,

Matthew M. Woodard
County Manager

Chad Bledsoe
Montgomery Community College President

Dale Ellis
Montgomery County Schools Superintendent

Personnel Committee
Wednesday, February 10, 2016
5:50 p.m.

Committee Members

Gelynda Capel, Chairman
Sharon Cupples, Vice Chairman
Phil Absher
Claudia Bulthuis
Paula Covington
Anna Hollers

Agenda Items:

- ❖ **Call to Order - Gelynda Capel, Chairman**
- ❖ **Approval of January Committee Minutes – Appendix H – Action**
- ❖ **Introduction of New Employee at Board Meeting**
- ❖ **Notice of Termination –Foundational Studies Instructor – Appendix I**
- ❖ **Revised Board Policy – 301.00 Employment, Dismissal and Transfer Policy – Second Reading – Appendix J – Action**
- ❖ **Revised Board Policy – 302.00 Fair Hiring Policy – Second Reading Appendix K – Action**
- ❖ **Revised Board Policy – 315.00 Rates of Pay – Second Reading – Appendix L - Action**
- ❖ **New Board Policy 329.00 Professional Dress and Grooming – Second Reading – Appendix M – Action**
- ❖ **New Business**

❖ **Adjourn**

Attachment C**Personnel Committee
Minutes**

The Personnel Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 5:53 p.m. in the College Boardroom.

Present

Gelynda Capel, Chairman
Sharon Cupples, Vice Chairman
Phil Absher
Claudia Bulthuis
Paula Covington
Anna Hollers

Absent**Others Present**

Susan Eggleston
Ron Kincaid
Andrea Marshall
Sam Martin
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mrs. Capel, Chairman, called the meeting to order.

Committee roll was taken by Chairman Capel and all committee members were present.

Approval of November Committee Minutes – Appendix J – Action

Mrs. Covington made a motion, seconded by Mr. Absher, to approve the minutes from the November committee meeting. The motion carried.

Notice of Retirement – Small Business Center Coordinator – Appendix K

Mrs. Capel presented Appendix K, the retirement notification of Richard Hinson, Small Business Center Coordinator.

Notice of Resignation – Vice President of Instruction – Appendix L

Mrs. Capel presented Appendix L, the notice of resignation of Randy Gunter, Vice President of Instruction.

Notice of Termination – Gunsmithing Instructor – Appendix M

Mrs. Capel presented Appendix M, the notice of termination of Brian Casey, Gunsmithing Instructor.

Recommendation of Employment – Custodian/Maintenance Staff – Appendix N – Action

Mrs. Capel presented the recommendation of employment of Bill Collins as Evening Custodian/Maintenance Staff. Mrs. Covington made a motion, seconded by Mrs. Bulthuis, to approve the recommendation of employment of Bill Collins as Evening Custodian/Maintenance Staff. The motion carried.

New Position Recommendation – Appendix N – Action

Mrs. Capel presented Appendix N, the recommendation for a new position for a Coordinator of Health and Public Safety Programs.

Dr. Bledsoe reported that this position would be in the Continuing Education Department. The individual would oversee all Continuing Education health programs, BLET, Law Enforcement Training, Fire Training, EMS training, Currently these duties are being covered by several part time contracted employees.

Mrs. Hollers made a motion, seconded by Mrs. Cupples, to approve the Coordinator of Health and Public Safety Programs as a new position. The motion carried.

Revisions to Salary Plan – Appendix P – Action

Dr. Bledsoe presented Appendix P, the revisions to the Salary Plan.

Dr. Bledsoe reported that there originally 11 employment levels, these were transitioned into seven.

Following a question from Mrs. Hollers, Dr. Bledsoe reported that years of experience increases are automatic if an employee meets the required criteria.

Following a question from Mr. Martin, Dr. Bledsoe reported that the years of experience increases are capped at 20 years.

No employees received a reduction in salary due to these salary plan revisions.

Mrs. Cupples made a motion, seconded by Mrs. Covington, to approve the revisions to the salary plan. The motion carried.

206.01 Emeritus Status – Second Reading – Appendix Q – Action

Mrs. Capel presented Appendix Q, new Board Policy 206.01 Emeritus Status for second reading.

Mr. Absher made a motion, seconded by Mrs. Hollers, to approve 206.01 Emeritus Status as a new Board Policy. The motion carried.

Revised Board Policy 328.04 Wellness - Second Reading - Appendix R – Action

Mrs. Capel presented Appendix R, revised Board Policy 328.04 Wellness for second reading.

Mrs. Hollers made a motion, seconded by Mr. Absher, to approve Board Policy 328.04 Wellness. The motion carried.

Revised Board Policy 301.00 Employment, Dismissal and Transfer Policy – First Reading – Appendix S

Mrs. Capel presented Appendix S, Board Policy 301.00 Employment, Dismissal and Transfer Policy.

Dr. Bledsoe reported that these three policies address change in the Board of Trustees delegating the authority of hiring and termination to the President.

Revised Board Policy 302.00 Fair Hiring Policy – First Reading – Appendix T

Dr. Bledsoe presented Appendix T, Board Policy 302.00 Fair Hiring Policy. He noted the recommended changes for this policy.

Revised Board Policy 315.00 Rates of Pay - First Reading – Appendix U

Dr. Bledsoe presented Appendix U, revised Board Policy 315.00 Rates of Pay.

Mrs. Bulthuis reported the recommendation to change the hiring procedures came from her recent ethics training, where it was recommended that the board limit responsibility to only hire the President and the President should hold responsibility of hiring employees of the college. This limits the liability on the Board.

The Board will continue to receive notification of employee hires, transfers or dismissals.

New Board Policy 329.00 Professional Dress and Grooming – First Reading – Appendix V

Dr. Bledsoe presented Appendix V, new Board Policy 329.00 Professional Dress and Grooming.

Currently the college does not have a formal policy addressing professional dress and grooming while at the college.

Dress Code Procedure – Appendix W – Information Only

Dr. Bledsoe presented Appendix W, the Dress Code Procedure. He reported that putting the dress code in a procedure allows administration to review and adjust as needed.

A spelling error will be corrected under unacceptable attire.

There being no further business, the meeting adjourned at 6:08 p.m.



MONTGOMERY COMMUNITY COLLEGE

1011 PAGE ST. • Troy, NC 27371 • TELEPHONE: (910) 576-MCCC (6222) • FAX: (910) 576-2176

February 4, 2016

Mrs. Metz Hopkins
4199 Lovejoy Road
Troy, NC 27371

Dear Mrs. Hopkins:

In response to our conversation on February 2, 2016, I am writing to inform you of my decision concerning your employment at Montgomery Community College. I confirmed that you have exhausted your leave and, according to the paperwork we received, are not eligible for release under the Family Medical Leave Act (FMLA).

Since you have not returned to work, I am upholding the previous decision to terminate your employment. That decision and the referenced Board Policy violation are outlined in my January 7, 2016 letter to you. The revised effective date of termination is January 31, 2016.

If you have questions about this decision you may contact me.

Sincerely,

A handwritten signature in black ink that reads "Chad A. Bledsoe".

Chad A. Bledsoe, Ph.D.
President

Current Policy

301.00 Employment, Dismissal and Transfer Policy

The President of Montgomery Community College is delegated the authority to initiate employment, dismissal, and transfer of all employees. Final approval of the foregoing actions must be given by the full Board of Trustees of Montgomery Community College at its next regularly scheduled or called Board meeting. Any newly created position and/or organizational structure changes must have previous Board approval.

This policy excludes all part-time personnel whose hiring, dismissal or transfer is the sole responsibility of the President of Montgomery Community College.

Recommended Changes

301.00 Employment, Dismissal and Transfer Policy

The President of Montgomery Community College is delegated the authority to initiate employment, dismissal, and transfer of all employees. ~~Final approval of the foregoing actions must be given by the full Board of Trustees of Montgomery Community College at its next regularly scheduled or called Board meeting. Any newly created position and/or organizational structure changes must have previous Board approval.~~

~~This policy excludes all part time personnel whose hiring, dismissal or transfer is the sole responsibility of the President of Montgomery Community College.~~

The President may delegate as appropriate to hiring committees or supervisors the responsibility for the recruitment, selection, and recommendation of faculty, administrative, professional, and other employee appointments. Recommendations must be approved by the President. Notification of employment status among college employees is made to the Montgomery Community College Board of Trustees at the next regularly scheduled meeting. Any newly created position and/or organizational structure changes must have previous Board approval.

Current Policy

302.00 Fair Hiring Policy

The College is committed to the following fair hiring process:

1. A meeting with the President and appropriate Vice President will be scheduled to review and update the job description for accuracy of responsibilities and minimum credentials, to determine the salary range and guidelines for advertising, and to determine the timetable for hiring. Additionally, an interview team shall be selected to include no more than two employees in the division with the vacancy and three other employees representing the internal College community. The supervisor for the vacant position or designee shall act as chair of the team.
2. The Vice President/supervisor will notify the Human Resources Coordinator of the vacancy. The Human Resources Coordinator will first advertise the position internally for a period of at least one week. Should the applicant pool be insufficient, the position will be advertised locally, regionally, and in some cases, statewide and nationally. The interview team will meet during the advertising period to draft candidate interview questions.
3. Advertising and receipt of applications shall be the responsibility of the Human Resources Coordinator. All applications will be given to the appropriate Vice President/supervisor. The Human Resources Coordinator will ensure that acknowledgement of receipt letters are sent to all applicants. The interview team shall then review the applications and select candidates for interviews.
4. The interview team will ensure that all candidates selected for interview meet the required qualifications, as advertised.
5. The chair shall schedule and arrange all meetings in the interview process including interviews for selected candidates. The Human Resources Coordinator shall assist with this process.
6. When appropriate, one or two finalists may be selected for a follow-up interview.
7. An investigation of professional references and a criminal background check may be conducted. The Human Resources Coordinator shall assist with this process.
8. Upon completion of the interview process, the Vice President/supervisor shall recommend to the President one (or two) finalist(s) for consideration for employment.
9. The President will make final recommendation of employment and salary to the full Board of Trustees for approval.
10. The President shall issue a new employee contract.

11. Notification letters will be mailed in a timely manner to all applicants not selected and shall be the responsibility of the Human Resources Coordinator.

Recommended Changes

302.00 Fair Hiring Policy

The College is committed to the following fair hiring process:

1. A meeting with the President and appropriate Vice President will be scheduled to review and update the job description for accuracy of responsibilities and minimum credentials, to determine the salary range and guidelines for advertising, and to determine the timetable for hiring. Additionally, an interview team shall be selected to include no more than two employees in the division with the vacancy and three other employees representing the internal College community. The supervisor for the vacant position or designee shall act as chair of the team.
2. The Vice President/supervisor will notify the Human Resources Coordinator of the vacancy. The Human Resources Coordinator will first advertise the position internally for a period of at least one week. Should the applicant pool be insufficient, the position will be advertised locally, regionally, and in some cases, statewide and nationally. The interview team will meet during the advertising period to draft candidate interview questions.
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4. The interview team will ensure that all candidates selected for interview meet the required qualifications, as advertised.
5. The chair shall schedule and arrange all meetings in the interview process including interviews for selected candidates. The Human Resources Coordinator shall assist with this process.
6. When appropriate, one or two finalists may be selected for a follow-up interview.
7. An investigation of professional references and a criminal background check may be conducted. The Human Resources Coordinator shall assist with this process.
8. Upon completion of the interview process, the Vice President/supervisor shall recommend to the President one (or two) finalist(s) for consideration for employment.

9. ~~The President will make final recommendation of employment and salary to the full Board of Trustees for approval.~~ The President has the authority to approve recommendations from the Vice President/supervisor.
10. At the following Board of Trustees meeting the Board will receive notification of employee hires.
11. The President shall issue a new employee contract.
12. Notification letters will be mailed in a timely manner to all applicants not selected and shall be the responsibility of the Human Resources Coordinator.

 Current Policy

315.00 Rates of Pay

The monthly and annual salaries or hourly rates of pay from state or county funds for full and part-time personnel shall be established by the President of the College within a line item budget and as set forth in the College Salary Manual approved by the College Board of Trustees. According to the policy of the State Board of Community Colleges, the state salary of the President will be established in accordance with the state salary schedule. The Board of Trustees has the responsibility of setting and adjusting the county salary of the President. Any adjustment to the line item covering the President's salary must, as is the case with all line items, meet the approval of the County Commissioners and the North Carolina Community College System.

Salary increases shall not be granted except on July 1 of the fiscal year unless a position change necessitates such action or unless the State authorizes such action. Basic salary increments will be provided all full-time employees based on guidelines established by the State Board of Community Colleges and the North Carolina General Assembly.

Basic salary increments may be provided all part-time employees each year based on premises similar to those outlined in paragraph 1; however, local autonomy shall be the procedure or philosophy under which such salaries are determined. Salary increments for part-time personnel will not necessarily match or follow those provided for full-time personnel.

 Recommended Changes

315.00 Rates of Pay

The monthly and annual salaries or hourly rates of pay from state or county funds for full and part-time personnel shall be established by the President of the College within a line item budget and as set forth in the College Salary Manual. ~~approved by the College Board of Trustees.~~ Updates to the Salary Plan will be presented to the Board of Trustees for approval. According to the policy of the State Board of Community Colleges, the state salary of the President will be established in accordance with the state salary schedule. The Board of Trustees has the responsibility of setting and adjusting the county salary of the President. Any adjustment to the line item covering the President's salary must, as is the case with all line items, meet the approval of the County Commissioners and the North Carolina Community College System.

Salary increases shall not be granted except on July 1 of the fiscal year unless a position change necessitates such action or unless the State authorizes such action. Basic salary increments will be provided all full-time employees based on guidelines established by the State Board of Community Colleges and the North Carolina General Assembly.

Basic salary increments may be provided all part-time employees each year based on premises similar to those outlined in paragraph 1; however, local autonomy shall be the procedure or

philosophy under which such salaries are determined. Salary increments for part-time personnel will not necessarily match or follow those provided for full-time personnel.

329.00 Professional Dress and Grooming

Employees of Montgomery Community College will maintain professional dress and grooming at all times. Guidelines for professional dress and grooming are outlined in the Dress Code Procedure. Questions regarding dress and grooming should be directed to the Coordinator of Human Resources.

Curriculum and Student Services Committee
Wednesday, February 10, 2016
6:05 p.m.

Committee Members

Ron Kincaid, Chairman
Sam Martin, Vice Chairman
Phil Absher
Claudia Bulthuis
Sharon Cupples
Andrea Marshall

Agenda Items:

- ❖ **Call to Order – Ron Kincaid, Chairman**
- ❖ **Approval of January Committee Minutes – Appendix N – Action**
- ❖ **Update from Instruction – Appendix O**
- ❖ **Associate Degree in Nursing Curriculum Approval – Appendix O-1 – Action**
- ❖ **Update from Vice President of Student Services – Appendix P**
- ❖ **Update from Dean of Continuing Education – Appendix Q**
- ❖ **New Business**
- ❖ **Adjourn**

Attachment D

**Curriculum/Student Services Committee
Minutes**

The Curriculum/Student Services Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 6:08 p.m. in the College Boardroom.

Present

Ron Kincaid, Chairman
Sam Martin, Vice Chairman
Phil Absher
Claudia Bulthuis
Sharon Cupples
Andrea Marshall

Absent**Others Present**

Gelynda Capel
Paula Covington
Susan Eggleston
Anna Hollers
Johnny McKinnon

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mr. Kincaid, Chairman, called the meeting to order.

Committee roll was taken by Chairman Kincaid and all committee members were present.

Approval of November Committee Minutes – Appendix Q – Action

Mr. Martin made a motion, seconded by Mrs. Marshall, to approve the November Committee minutes. The motion carried.

Update from Vice President of Instruction – Dr. Chad Bledsoe – Appendix Y

Mr. Gunter gave an update on instructional activities as presented in Appendix Y.

Mrs. Hollers asked that Mr. Collins, as a finalist in the Excellence in Teaching Award, be recognized by the Board.

Continuing Education - Appendix Z

Mr. Thill reported on updates from Continuing Education.

Update from Vice President of Student Services – Appendix AA

Mrs. Smith gave an update on student services activities as presented in Appendix AA.

There being no further business, the meeting adjourned at 6:18 p.m. The motion carried.

MCC Board of Trustees – February 10, 2016 Update from the Instruction Division

Highlights & Previews

- 23 Gunsmithing students attend the SHOT Show in Las Vegas, Nevada. Two Gunsmithing Instructors gave a presentation at the SHOT Show on “Adding a Gunsmith to Your Business.” Attendance and participation in the presentation was very good.
- 84 people helped make over 10,000 meals in 30 minutes in the half-day of service on Martin Luther King, Jr. Day 2016. Volunteers from MCC, Communities in Schools, 4-H, Youth Leadership Montgomery, Eckerd Youth Alternatives, Troy Rotary, and Monarch participated in the 6th annual MLK Day on Challenge at MCC. The meals will be used at various food banks in Montgomery County.
- The Diversity Team will be holding their Culture Fair Day on Wednesday, March 16. Faculty, staff and students share information, artifacts and/or foods from their culture. Everyone is invited to come and learn about the diversity we have on campus. We also invite the History classes at East and West Montgomery High School to come explore and learn about our various cultures.
- Second year Criminal Justice student Mayra Ramirez has recently gained employment with the Moore County Sheriff's Office.
- The Forestry Program is planning an alumni reunion.

Curriculum Description

Associate Degree Nursing

The Associate Degree Nursing curriculum provides knowledge, skills, and strategies to integrate safety and quality into nursing care, to practice in a dynamic environment, and to meet individual needs which impact health, quality of life, and achievement of potential. Course work includes and builds upon the domains of healthcare, nursing practice, and the holistic individual. Content emphasizes the nurse as a member of the interdisciplinary team providing safe, individualized care while employing evidence-based practice, quality improvement, and informatics. Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEXRN). Employment opportunities are vast within the global health care system and may include positions within acute, chronic, extended, industrial, and community health care facilities.

MCC Board of Trustees – February 10, 2016 Update from the Student Services Division

Highlights & Previews

- Counseling & Career Development Center staff attended a Student Support Services conference at Wilson Community College February 1.
- Riley Beaman represented MCC at a college fair at Anson Senior High School January 29.
- An enthusiastic group of students from Rockingham Middle School toured the MCC campus in January.
- Financial Aid events are scheduled for February 16 and February 21.
- The next Vets Coffee Break will be held February 10.
- Subject Matter Experts from the NC Community College System Office visited campus to conduct an assessment of admissions, registration, and financial computer processes.

**Montgomery Community College
Report to the Board of Trustees
Continuing Education Department
February, 2016**

Occupational Extension:

- *Apprenticeship Montgomery*
 - NCTAP Apprenticeship Summit
 - Staff attended North Carolina Triangle Apprenticeship Program (NCTAP) Apprenticeship Summit at Wake Tech on 1/8/16. All apprenticeship programs in North Carolina met to discuss best practices and learn more about the other programs in the state. The European Apprenticeship model was highlighted

Personal Enrichment Programs

- *Outstanding Programs*
 - Kickboxing- 40 students
 - Zumba- 25 students
 - Funeral Director Continuing Education Credits- 45 students

Small Business Center:

- *Staffing Update*
 - Richard Hinson retired effective 1/28; Jonathan Thill, Dean of Continuing Education, will serve as SBC Director until the position is filled
 - Selection committee will host interviews and make a recommendation to the President prior to the end of February with the intent of seeking a start date in March
- *Mid-Year Budget Report*
 - Mid-Year Budget report was submitted which documented an expected \$30 balance at the end of the fiscal year

Customized Training Program:

- *Export 101*
 - Staff attended an Export 101 training at Gaston College hosted by the Small Business Technology and Development Center (SBTDC) in effort to provide additional support for local businesses that export goods nationally and internationally

Other:

- *Montgomery County HR Managers Meetings*
 - MCC Continuing Education staff hosted the first meeting of the rebooted HR Managers Meeting on February 4th
 - 20 attendees representing manufacturing, NCWorks, Montgomery County Schools and MCC
- *STEP for Small Business Star Plan*
 - Jonathan Thill applied for the Rural Economic Development Institute hosted by the NC Rural Center in effort to support the Star Plan

NORTH CAROLINA SMALL BUSINESS CENTER NETWORK
 NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
 BUDGET UPDATE - FISCAL YEAR 2015-2016

MONTGOMERY
COMMUNITY COLLEGE

1/27/2016
DATE

Richard Hinson
 DIRECTOR

Richard Hinson

Cost Items	Actual Expenditures thru 12/31/15	*Estimated Expenditures thru 06/30/16	Total Year Estimated Expenditures	Budget	Over/Under Budget	Reverted Funds	Comments
A. Salaries, Professional	\$ 22,094.00	\$ 20,000.00	\$ 42,094.00	\$ 44,484.00	\$ 2,390.00	\$ -	
B. Salaries, Support	\$ 4,405.80	\$ 4,405.80	\$ 8,811.60	\$ 8,880.00	\$ 68.40	\$ -	
C. Salaries, PT Faculty	\$ 900.00	\$ 900.00	\$ 1,800.00	\$ 3,000.00	\$ 1,200.00	\$ -	
D. Social Security	\$ 1,977.00	\$ 2,000.00	\$ 3,977.00	\$ 4,385.00	\$ 408.00	\$ -	
E. Retirement	\$ 4,182.46	\$ 4,200.00	\$ 8,382.46	\$ 8,292.00	\$ (90.46)	\$ -	
F. Medical Insurance	\$ 3,495.55	\$ 3,500.00	\$ 6,995.55	\$ 7,132.00	\$ 136.45	\$ -	
G. Contracted Services	\$ 14,750.00	\$ 9,200.00	\$ 23,950.00	\$ 21,543.00	\$ (2,407.00)	\$ -	
H. Equipment	\$ 571.02	\$ 250.00	\$ 821.02	\$ 571.00	\$ (250.02)	\$ -	
I. All other expenses	\$ 1,882.20	\$ 2,000.00	\$ 3,882.20	\$ 2,457.00	\$ (1,425.20)	\$ -	
TOTALS	\$ 54,258.03	\$ 46,455.80	\$ 100,713.83	\$ 100,744.00	\$ 30.17	\$ -	

[Signature]
 Submitted by President
 1-27-16
 Date

Jonathan Thill
 1/26/16

NOTES:

- 1 * Estimated expenditures through 06/30/2016 should reflect planned and expected expenditures
- 2 Due January 20, 2016
- 3 Electronic PDF submissions by the due date are acceptable
- 4 Signatures are required

Send to:

Anne Shaw, Interim State Director
 Small Business Center Network
 Coastal Carolina Community College
shawa@coastalcarolina.edu
 910-938-6319

Legislative/Public Relations Committee
Wednesday, February 10, 2016
6:20 p.m.

Committee Members

Andrea Marshall, Chairman
Paula Covington, Vice Chairman
Claudia Bulthuis
Gelynda Capel
Johnny McKinnon

Agenda Items:

- ❖ **Call to Order - Andrea Marshall, Chairman**
- ❖ **Approval of January Committee Minutes – Appendix R – Action**
- ❖ **Legislative Update – Dr. Chad Bledsoe**
2016 Connect NC Bond Update – Appendix R-1
2016-2017 Budget Priorities Update
- ❖ **Public Relations/Marketing Update – Michele Haywood –**
Appendix S
- ❖ **New Business**
- ❖ **Adjourn**

Attachment E**Legislative/Public Relations Committee
Minutes**

The Legislative/Public Relations Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 6:18 p.m. in the College Boardroom.

Present

Andrea Marshall, Chairman
Paula Covington, Vice Chairman
Claudia Bulthuis
Gelynda Capel
Johnny McKinnon

Absent**Others Present**

Phil Absher
Sharon Cupples
Susan Eggleston
Anna Hollers
Ron Kincaid
Sam Martin

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Mrs. Marshall, Chairman, called the meeting to order.

Committee roll was taken by Chairman Marshall and all committee members were present.

Approval of November Committee Minutes – Appendix AB – Action

Mrs. Covington made a motion, seconded by Mrs. Bulthuis, to approve the November Committee minutes. The motion carried.

Legislative Update – Dr. Chad Bledsoe

Dr. Bledsoe presented Appendix AC, information on the 2016 Connect NC Bond. From this bond Montgomery Community College would receive \$6.3 million. The North Carolina Community College President's Association has requested that colleges provide funding in support of the Bond. Dr. Bledsoe recommended that the college provide \$3,000. These funds cannot come out of state or local funds. He asked that Mrs. McBride be allowed the flexibility to pay for this from where funds are available.

Dr. McKinnon made a motion, seconded by Mrs. Capel, to approve \$3,000 toward publicity of the 2016 Connect NC Bond. During discussion, Mr. Kincaid questioned where the funds will come from. Dr. Bledsoe will research how the bond will be paid back to the state. Following discussion the motion carried.

Dr. Bledsoe presented Appendix AD, there are training sessions available for ones to attend regarding the bond. Dr. Bledsoe plans to attend one of the training sessions.

Dr. Bledsoe presented Appendix AE, a resolution from the Board of Trustees in support of the 2016 Connect NC Bond. Mrs. Capel made a motion, seconded by Dr. McKinnon, to approve the 2016 Connect NC Bond Resolution. The motion carried.

Public Relations/Marketing Update – Dr. Chad Bledsoe – Appendix AF

Dr. Bledsoe presented Appendix AF, the Public Relations/Marketing Update.

Mrs. Hollers suggested looking into selling advertising space on the webpage.

There being no further business, the meeting adjourned at 6:28 p.m.

Investing in our future

The Connect NC Bond Act has been proposed by the General Assembly for the issuance of two billion dollars general obligation bonds of the State to provide funds to update the State's public facilities. The last bond was authorized 15 years ago. Since then, North Carolina has added two million people in population. The bond will be invested in education, parks, safety, recreation, water and sewer infrastructure.

"We will continue to balance the budget and uphold our position as one of only ten states to have earned the coveted Triple A bond rating from all three major ratings agencies."

- Governor Pat McCrory



No tax increases required

The Connect NC bond will allow the state to pay for 50-year assets with 20-year financing. No tax increases are necessary to finance the bond, given the state's strong revenue growth and ample debt service capacity.



Connect NC Bond



Montgomery Community College will receive \$6,334,537 for repairs, renovation and new construction.



Montgomery
COMMUNITY COLLEGE

WWW.MONTGOMERY.EDU
910-576-6222

For more information visit
<http://connect.nc.gov/>

Debt levels will not increase

The Connect NC bond proposal is well within the state's current debt affordability as determined by the State Treasurer and the nonpartisan Debt Affordability Committee. North Carolina's AAA credit rating saves NC taxpayers millions of dollars. Because the state is paying off existing debt rapidly, overall debt levels will not increase with the new bond. With interest rates at historic lows, it has never been less expensive to borrow.

Public Relations / Marketing Highlights January 2016

Manufacturing Works in Montgomery County

Video preview (approximately 5 minutes)

Going On and Coming Up

I've been interviewing two or three graduates a week for alumni success stories on the website and to help the Foundation build an alumni association. When written, the stories will also be compiled on a separate page for our 50th Anniversary. The stories can be used for a number of other purposes and I plan to put them all to good use.

At this year's Board Retreat, you will be seeing top program and departmental highlights, as well as Foundation news and donor reports in the 2015 Annual Report to the Community. Hard copies will be available for each Board member and additional copies will be made for stakeholders during our 2016 annual fund drive.

Press Releases & Advertising

MCC signs \$20K customized training contract with Central Carolina Hosiery

10,000 meals made in 30 minutes at MLK, Jr., Day-on Challenge

NA I Class completes program

Facebook Top Posts for January

Total Likes 1,351 (Up 13 from December)

Page	Date	Post	Reach	Engagement	Talking About This
MCC	1/22/16	Campus closed due to weather	264	8	1
Pottery	1/21/16	Jan. 2016 pottery class photos	158	159	8
Taxidermy	1/7/16	Change your world with MCC	1300	73	33

**Institutional Status Committee
Wednesday, February 10, 2016
6:25 p.m.**

Committee Members

**Johnny McKinnon, Chairman
Claudia Bulthuis, Vice Chairman
Phil Absher
Susan Eggleston
Sam Martin**

Agenda Items:

- ❖ **Call to Order - Dr. Johnny McKinnon, Chairman**
- ❖ **Approval of January Committee Minutes – Appendix T – Action**
- ❖ **Revisions to By-Laws – Second Reading – Appendix U – Action**
- ❖ **New Business**
- ❖ **Adjourn**

Attachment F

**Institutional Status Committee
Minutes**

The Institutional Status Committee of the Board of Trustees of Montgomery Community College met on Wednesday, January 13, 2016 at 6:28 p.m. in the College Boardroom.

Present

Johnny McKinnon, Chairman
Claudia Bulthuis, Vice Chairman
Phil Absher
Susan Eggleston
Sam Martin

Absent**Others Present**

Gelynda Capel
Paula Covington
Sharon Cupples
Anna Hollers
Ron Kincaid
Andrea Marshall

Also present were Dr. Chad Bledsoe, President; Jeanette McBride, Vice President of Administrative Services; Beth Smith, Vice President of Student Services; Jonathan Thill, Dean of Continuing Education; Carol Holton, Coordinator of Institutional Effectiveness/SACSCOC Liaison; Gay Roatch, Foundation Director/Grants; and Korrie Ervin, Assistant to the President.

Dr. McKinnon, Chairman, called the meeting to order.

Committee roll was taken by Chairman McKinnon and all committee members were present.

Approval of November Committee Minutes – Appendix AG – Action

Mrs. Eggleston made a motion, seconded by Mr. Martin, to approve the November Committee minutes. The motion carried.

RFP for Legal Services – Appendix AH – Action

Dr. McKinnon presented Appendix AH, the RFP for Legal Services.

Dr. Bledsoe reported that RFP is for a retainer on an as needed basis. He reported that Mr. Hollers has requested to no longer serve as the attorney for the college, therefore the college is in need of someone locally to handle legal issues.

Mr. Martin made a motion, seconded by Mr. Absher, to approve the RFP for legal services. The motion carried.

Revisions to By-Laws – First Reading – Appendix AI- Action

Dr. McKinnon presented Appendix AI, the recommended revisions to the By-Laws.

Dr. Bledsoe reported that what is considered for a first reading is in Section 6.

There being no further business, the meeting adjourned at 6:31 p.m.

11. To recommend to the Board appropriate bonding policy to govern College employees entrusted with funds of all kinds.
12. To approve, on the recommendation of the President, the transfer of local funds within line items in the budget.
13. To receive and examine the audit of the College books and make such recommendations to the Board as it may deem necessary.
14. From time to time, it shall be the Budget and Finance Committee's responsibility at their discretion, to study the general cost effectiveness of various Montgomery Community College operations, to insure that monies expended at Montgomery Community College are expended in an efficient manner, and to develop those policy recommendations which from time to time may be discovered to further increase the general cost effectiveness of the College.
15. To serve as liaison between the Board of Trustees of Montgomery Community College and Montgomery Community College Foundation, Inc.
16. Review and approve new financial assistance programs for curriculum students upon recommendation of the College's Curriculum & Student Services Committee and the President.

Section 6. Personnel Committee

The Personnel Committee shall consist of four to six members of the Board of Trustees and the Chairman of the Board of Trustees who shall serve as ex officio member with voting privileges. The Personnel Committee shall, subject to applicable standards of the State Board of Community Colleges, have the following regular functions.

1. To recommend to the Board personnel policies, including salary determination, employment procedures, and termination procedures. The following may be considered:
 - a) Those personnel policies, which will maximize quality instruction for the students at Montgomery Community College.
 - b) Those policies which tend to constantly improve the quality of staff and faculty by both hiring practices and internal self-improvement programs.
 - c) Those policies, which will insure that Montgomery Community College is truly an "Equal Opportunity" employer.
 - d) Those policies which will bring to the attention of the President persons in the Montgomery Community College community who are especially well qualified to serve Montgomery Community College in a professional capacity.
 - e) Those policies which foster "esprit de corps", a sense of "fair play", and a general sense of well-being among the staff and faculty of Montgomery Community College.
2. To receive from the President notification of the employment of new hires; and the dismissal, resignation or retirement of employees. ~~his/her recommendations concerning the hiring of all personnel. To act upon these recommendations and forward this action to the Board.~~ To communicate this notification to the Board.

3. To receive from the President recommendations for the establishments of new employee positions. To act upon these recommendations and forward this action to the Board.
4. To serve as a committee to hear personnel who have made written requests for a hearing to this committee through the President.
5. Approve out-of-state travel for the President.

Section 7. Legislative/Public Relations Committee

The Legislative/Public Relations Committee shall consist of four to six members of the Board of Trustees and the Chairman of the Board of Trustees who shall serve as ex officio member with voting privileges. The Legislative/Public Relations Committee shall, subject to applicable standards of the State Board of Community Colleges, have the following regular functions:

1. To promote activities with local, state and national legislative officials, coordinating activities to keep said officials informed about the college, its needs and its activities.
2. To evaluate the effectiveness of the College's legislative activities and make specific recommendations.
3. To work with those employed in Public Relations, to promote a total understanding between the community and the college.
4. To make specific recommendations to the Board of Trustees regarding public relations programs.
5. To evaluate the effectiveness of the College's public relations and make specific recommendations.
6. To work with the College and the community to aid in the economic development of Montgomery County.

Section 8. Curriculum & Student Services Committee

The Curriculum & Student Services Committee shall consist of four to six members of the Board of Trustees and the Chairman of the Board of Trustees who shall serve as ex officio member with voting privileges. The Curriculum and Student Services Committee shall, subject to applicable standards of the State Board of Community Colleges, have the following regular functions:

1. To receive recommendations from the President for establishing and terminating curriculums. To evaluate these recommendations and report to the Board of Trustees.
2. To aid the President in establishing Advisory Committees.
3. To recommend to the Budget and Finance Committee the cost of proposed curriculums and programs.
4. To have the responsibility of insuring that the equipment at Montgomery Community College is adequate for the operation and that equipment on hand for educational purposes represent the best and latest models available for such purposes insofar as permitted by budgetary requirements.

Montgomery Community College
SGA Report
February 10, 2016 Board of Trustees Meeting

SGA Updates and Highlights

- Spring Fling is scheduled for Tuesday, April 12 (rain date April 19).
 - The annual Polar Volleyball tournament will be held during Spring Fling.
 - SGA Advisor Riley Beaman is contacting vendors about activities and food for the event.
 - Clubs are deciding on possible fundraisers to hold during Spring Fling.
- The application process for the 2016-17 Student Ambassador will begin in late February/early March.
- Fifty students attended the first SGA meeting of the term at Southern Correctional Institution. They elected officers and started making preliminary plans for the 3rd annual art show at the facility.

**President's Report
February 10, 2016**

Activities since the January Board Meeting

1/14/16	Central President's Meeting
1/18-23/16	SHOT Show
1/27-29/16	NCACCP Meeting
2/1/16	Foundation Annual Fund Drive Kick Off
2/3/16	Roger McIntyre Chili Cook-Off Fundraiser
2/4/16	Meeting with Pinnacle Architecture
2/5/16	CIS Board Meeting
2/10/16	MCC Foundation Board Meeting
2/10/16	MCC Board of Trustees Meeting

Upcoming Activities

2/11/16	Employee Meeting
2/11/16	Interviews of Director of Resource Development/Grant Writer
2/16/16	County Commissioners Meeting
2/17/16	NCACCP Meeting
2/26/16	So You Think Your School Rocks
2/27/16	Board Retreat
3/9/16	MCC Board of Trustees Meeting



MONTGOMERY COMMUNITY COLLEGE

1011 PAGE ST. • Troy, NC 27371 • TELEPHONE: (910) 576-MCCC (6222) • FAX: (910) 576-2176

Board Retreat and February Trustee Meeting February 27, 2016 – MCC Boardroom

Agenda

8:30 a.m. Breakfast

9:00 a.m. Emergency Action Plan and Video

10:00 a.m. Break and Activity

**10:15 a.m. 2016-2017 Local Budget Request Draft
Strategic Plan
Long Range Facility Master Plan
2015 Annual Report**

12:00 p.m. Lunch

12:45 p.m. President's Evaluation (Closed Session)

Adjournment



Board of Trustees Calendar of Events

2016

February 10, 2016	11:30 a.m.	Foundation Board Meeting
February 10, 2016	5:30 p.m.	Committee/Board Meeting
February 27, 2016	8:30 a.m.	Board Retreat
March 9, 2016	5:30 p.m.	Committee/Board Meeting
April 13, 2016	11:30 a.m.	Foundation Board Meeting
April 13, 2016	5:30 p.m.	Committee/Board Meeting
April 15, 2016		MCC Foundation Golf Tournament
April 20-22, 2016		NCACCT Law/Legislative Seminar, Raleigh
May 11, 2016	11:30 a.m.	Foundation Board Meeting
May 11, 2016	5:30 p.m.	Committee/Board Meeting
May 11, 2016	7:00 p.m.	Graduation
June 8, 2016	5:30 p.m.	Committee/Board Meeting
August 10, 2016	11:30 a.m.	Foundation Board Meeting
August 10, 2016	5:30 p.m.	Committee/Board Meeting
September 7, 2016	5:30 p.m.	Committee/Board Meeting
September 7-9, 2016		NCACCT Leadership Seminar, Charlotte
September 23, 2016	6:00 p.m.	MCC Foundation Raffle
October 12, 2016	5:30 p.m.	Committee/Board Meeting
November 9, 2016	11:30 a.m.	Foundation Board Meeting
November 9, 2016	5:30 p.m.	Committee/Board Meeting