

Montgomery Community College
Board of Trustees
April 14, 2021 – Remote Meeting Information Sheet

To access the meeting, please call in using the number below, and when prompted, enter the meeting ID code. You may begin calling in as early as 5:30 p.m. to give yourself enough time to troubleshoot if needed.

After you enter the meeting ID code, please state your name so we can hear you when you enter the meeting. Mrs. Bulthuis will take roll again at 6:00 p.m.

Call in number: +1 646 558 8656 **Meeting ID Code:** 975 3921 8848

If you would like to join the meeting through video chat, please use this link:

<https://zoom.us/j/97539218848?pwd=V04yYzdjd004cVlwdGl6N1ZVKy9Ndz09>

you experience technical difficulties or have questions, please email Courtney Atkins at atkinsc6516@montgomery.edu or call her cell phone at 980-258-3699.

**MONTGOMERY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AGENDA**

The regular meeting of the Montgomery Community College Board of Trustees will be held remotely on Wednesday, April 14, 2021 at 6:00 p.m. The Board will meet as a committee of the whole.

Call to Order Claudia Bulthuis, Chairman

Prayer Claudia Bulthuis

Roll Call Courtney Atkins

Welcome and Announcements Claudia Bulthuis

Approval of the Agenda, the March 2021 Board Meeting, and March 2021 Called Meeting Minutes – Appendix A (Action) Claudia Bulthuis

Board of Ethics Reminder Claudia Bulthuis

In keeping with MCC Board Policy 1.4 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 the 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.

Standing Committees

Budget & Finance Committee

- March Financial Reports – **Appendix B-1 (Action)**
- Write Offs – **Appendix B-2 (Action)**
- Financial Audit Report for Fiscal Year 2019-20 – **Appendix B-3**
- February Foundation Fund Statements – **Appendix B-4**
- Foundation Update

Building & Grounds Committee

- Facilities Report – **Appendix C-1**
- Construction Update – **Appendix C-2**

Personnel Committee

- Personnel Appointment
 - Dean of Student Services – **Appendix D-1**
- Notice of Resignation
 - Assistant to the Dean of Continuing Education – **Appendix D-2**
 - Medical Assisting Department Chair – **Appendix D-3**
 - Sustainable Agriculture Instructor – **Appendix D-4**

Curriculum/Student Services Committee

- Update from Vice President of Instruction/Student Services – **Appendix E-1**
 - Instruction
 - Student Services
 - Continuing Education

- Program Approvals – **Appendix E-2 (Action)**
 - Associate in Arts in Teacher Preparation
 - Associate in Science in Teacher Preparation

Legislative/Public Relations Committee

- Legislative Updates
 - Budget Recommendation Comparison – **Appendix F-1**
- Marketing Update – **Appendix F-2**

Institutional Status Committee

- No Update

SGA Report – Appendix G

President’s Report

- Activities Since Previous Board Meeting – **Appendix H**
 - COVID Update – <https://www.montgomery.edu/covid-19/> – **Appendix H-1**
 - Graduation

Chairman’s Report

- Calendar of Events – **Appendix I-1**
 - SEI Forms are due by April 15, 2021
 - NCACCT Virtual Leadership Seminar – April 23, 2021
 - Graduation – May 12, 2021

- **Adjourn – (Action)**.....Claudia Bulthuis

Minutes

Regular Meeting of the Board of Trustees Montgomery Community College

Wednesday, March 10, 2021

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was held remotely on Wednesday, March 10, 2021 and was called to order at 6:01 p.m. by Claudia Bulthuis, Chairman with the following members present:

Present

Phil Absher	Kerry Hensley
Tawanda Bennett	Susan Hershberger
Claudia Bulthuis	Gordon Knowles
Gelynda Capel	Bill Price
Dr. Katie Dunlap	Ah’Jada Ingram, SGA President
Shyla Hairston	
Robert Harris	

Absent

Dr. Philip Jones

Also present were Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction/Student Services; Jeanette McBride, Vice President of Administrative Services; Kelly Morgan, Director of Marketing, Communications and Public Relations; Korrie Ervin, Director of Resource Development; Dr. Michelle Aheron, Director of Institutional Effectiveness/SACSCOC Liaison; and Courtney Atkins, Assistant to the President.

Prayer

Mrs. Bulthuis opened the meeting with prayer.

Roll Call

Ms. Atkins called the roll.

Welcome and Announcements

Mrs. Bulthuis welcomed all in attendance and noted that the meeting was held as a committee of the whole. All votes were taken by roll call and recorded per SB 704. Mrs. Bulthuis reported that Mrs. Hairston will be resigning from the Board due to Mrs. Hairston and her husband relocating. She thanked Mrs. Hairston for her time serving on the Board and sent well wishes for their future endeavors. Mrs. Bulthuis asked the Board to remember Dr. Jones while he is recovering from surgery.

Approval of the Agenda and the February 2021 Board Minutes – Appendix A – Action

Mr. Knowles made a motion, seconded by Mrs. Capel, to approve the agenda for the March 10, 2021 meeting and the February 2021 Board Meeting Minutes. On a roll call vote, the motion passed unanimously.

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 1.4 Conflict of Interest, and asked if there were any potential or actual conflicts of interest.

No conflicts of interest were declared.

STANDING COMMITTEE REPORTS

The committees conducted their business as a committee of the whole.

Budget and Finance Committee

February Financial Reports – Appendix B-1 (Action)

Dr. Bledsoe presented Appendix B-1, the February Financial Reports.

- As of February 28, 2021, County fund expenditures were \$520,467 or, 66% of the budget.
- As of February 28, 2021, there were \$395,381 available for Capital Expenditures.
- As of February 28, 2021, State funds expenditures were \$5,606,771 or, 60% of the budget. Dr. Bledsoe noted that the COVID-19 related funds have been expended.
- As of February 28, 2021, the Institutional Fund balance was \$897,722.
- As of February 28, 2021, the balance in the STIF account was \$199,098.

Mr. Knowles made a motion, seconded by Ms. Hensley, to approve the February Financial Funds reports. On a roll call vote, the motion passed unanimously.

County Budget Request – Appendix B-2 (Action)

Dr. Bledsoe presented Appendix B-2, the County Budget Request. Dr. Bledsoe noted that the request being made is conservative and in line with traditional requests. He noted that there is a 3% salary and benefit increase for county funded employees to match the proposed increase at the state level for state funded employees. Dr. Bledsoe noted that there is a total of a 2.7% increase from last year bringing the total to \$816,000.

Mr. Price made a motion, seconded by Mr. Knowles, to approve the County Budget Request with corrected heading dates to reflect 2021-22 Fiscal Year. On a roll call vote, the motion passed unanimously.

Budget Call Back Memo #2 – Appendix B-3

Dr. Bledsoe presented Appendix B-3, the Budget Call Back Memo.

He noted that in North Carolina, colleges' budget allocations are supported by a combination of State General Fund appropriations, tuition receipts, and federal funds. If any of these revenue sources do not meet expectations, budgets must be adjusted accordingly to ensure the State's constitutional mandate for a balanced budget is upheld. In January, college formula budgets were reduced \$15 million (1.1%) due to a System tuition receipt shortfall. Based upon data through February, the tuition receipt shortfall exceeds earlier estimates. Consequently, it is necessary to revise colleges' formula budgets downward \$8 million (0.6%) for a second budget call back in

FY 2020-21. For Montgomery Community College, an additional \$43,997 will be reverted. The Business Office had originally budgeted for a 3% reversion, so the college is in line with the budget for the year.

January Foundation Fund Statement – Appendix B-4

Dr. Bledsoe presented Appendix B-4, the January Foundation Fund Statement. As of January 31, 2021, the balance of Foundation Funds totaled \$4,484,806.88 with a decrease of \$51,069.15 for the month.

Foundation Update – Appendix B-5

Dr. Bledsoe gave an update on the Foundation. He noted that the brochure that the annual Golf Tournament was located in Appendix B-5. He encouraged the Board to make contact with community members to increase awareness of the virtual tournament. Teams may play, at their convenience, from April 16-May 14, 2021.

Building and Grounds Committee

Facilities Report – Appendix C-1

Dr. Bledsoe presented Appendix C-1, the Facilities Report.

Dr. Bledsoe reported that the new entryway has been completed. The amphitheater is still in progress and other projects on campus, such as the forestry shed and the Building 500 lot are waiting for a break in the weather before they can be completed. A split-system HVAC unit was installed in the purchasing department.

Construction Update – Appendix C-2

Dr. Bledsoe presented Appendix C-2, the Construction Update. Dr. Bledsoe noted that most of the renovations in Blair Hall have been completed. The tile work in the restrooms was condemned by the architect and repairs have not been completed. A letter from the architect, in conjunction with the State Inspector and the State Attorney General's Office was sent to the contractor giving notice that the contractor is not progressing with the work and has not fulfilled the requirements of the contract. The original completion date was set for March, 2020 and due to change orders, it was pushed back to June, 2020. The letter notifies the contractor that they have seven days, upon receipt, to begin the required tile work as well as notification that they are in violation of the contract completion date and are subject to liquidated damages.

Dr. Bledsoe also notified the Board that the Greenhouse Project will need to be sent out for another round of bids due to the first round of bids being over the set budget. The engineer will make modifications to the project before the project is rebid.

Personnel Committee – No Update

Curriculum/Student Services Committee

Update from Vice President of Instruction – Appendix D-1

Dr. Bledsoe presented Appendix D-1, the update on Instructional Activities. Faculty and staff continue to reach out to students and help them navigate these difficult times. Faculty and staff

are in contact with students, advisors, and MCS personnel to help keep students on track and to help those who may have gotten off track to get back on. In addition, plans are in place for the return to campus for CCP students on March 8, 2021 (CTE students) and March 15, 2021 (Early College).

Faculty continue to engage in professional development through online connections. Faculty and staff have participated in the NCCCS Virtual System Conference, the Great Teachers Conference, and the North Carolina ACA First Year Student Success Conference.

Applications for the next Phoenix Early College class were due by February 25, 2021. The Early College staff is still organizing and reviewing the applications from the middle schools to begin the evaluation of student eligibility. The selection committee will meet in mid-March to conduct the lottery to select the new fall 2021 class.

Montgomery Community College through a Level 1 agreement with Sandhills Community College provided an AR-15 Armorer's Course March 3-4, 2021 at Samarcand Training Academy to qualified law enforcement personnel. DPS Samarcand hopes to collaborate with additional training opportunities with our Gunsmithing program.

Student Services

Montgomery Community College offered the chance for students affected by COVID-19 to apply for a HEERF Cares Act Scholarship using some of the money provided by the federal government. Montgomery Community College staff were able to award everyone that qualified a scholarship. So far, the College expended \$21,113 to 33 students. The College posted \$57,094.80 for 125 students of GEER (Governor's Emergency Education Relief Scholarship) for the Continuing Education Department this academic year.

The counseling center launched videos advertising Counseling & Disability Services (Tutoring, SOS, and Disability Services). These videos were shared via email and posted on MCC YouTube and MCC Instagram page. Diana Sanchez presented "What Is an Offer Letter at MCC" in Spanish for CFNC on February 24, 2021. This presentation will be posted in the CFNC YouTube channel. On the Aviso Administration side, manual alerts including current grades are back on track to catch students who are performing poorly so that supports can be put in place early.

Continuing Education

Dr. Bledsoe shared a success story from Continuing Education. MCC graduate, Phone Keosouma lost his job because of the pandemic. In partnership with K-M Machine Company via MCC's NCWorks Career Center, Continuing Education is offering an on-the-job Training (OJT) program. Through this program, K-M Machine was able to give him an opportunity to enhance his skills and acquire full-time employment.

Twelve students are enrolled in the Google IT Support Professional Certificate program. In this 5-course certificate program, students prepare for an entry-level job in IT support through an innovative curriculum developed by Google. Eighty percent of Google IT Support Professional Certificate learners in the U.S. report a career impact within 6 months, such as finding a new job, getting a raise, or starting a new business. The program is part of Grow with Google, a Google initiative to help create economic opportunities for all.

Legislative/Public Relations Committee

Legislative Updates

Proposed Amendment of 1G SBCCC 200.1 – General Provisions – Appendix E-1

Dr. Bledsoe gave an update Appendix E-1, the Proposed Amendment of 1G SBCCC 200.1 – General Provisions. Dr. Bledsoe reported that the rule currently addresses how colleges can make up instructional hours due to adverse weather events. The proposed amendment will give colleges the flexibility to make up instruction for “other emergency events” in addition to adverse weather events.

Marketing Update – Appendix E-2

Dr. Bledsoe shared Appendix E-2, the Marketing update. He noted that several stories were shared in the local press including the grant for the Department of Labor Grant and the wifi enhancements to campus.

Institutional Status Committee – No Update

SGA Report – Appendix F

Ms. Ingram shared Appendix F, the SGA Report.

The SGA will be handing out Mid-term Mania Snack Bags to students the week of March 1st-5th. These bags are full of snack items to provide an energy boost for students taking their mid-term exams throughout the week. In recognition of St. Patrick's Day on March 17, the SGA will be handing out gifts of chocolate gold coins and green MCC lanyards to students around campus. The Higgins BBQ Truck is scheduled to be on campus bi-weekly on Fridays throughout the remainder of the semester. Letters inviting eligible students to apply to be a Student Ambassador for the 2021-2022 academic year were sent out in February and interviews will be held on March 16th & 17th.

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

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

- Dr. Bledsoe shared that he has held several virtual meetings at the state and local level.
- Dr. Bledsoe reported that the series of professional development seminars for senior staff offered through NC State are continuing to go well. Dr. Bledsoe also gave a presentation at the System Conference on the professional development program.
- Dr. Bledsoe had a virtual meeting with Community College Presidents and Senator Thom Tillis about items at the federal level.
- Dr. Bledsoe and Tracey Grit presented to the School Board about the advantages of recruiting teachers who may be able to teach both at the high school and the college.
- Dr. Bledsoe shared a COVID-19 update. Currently, one third of all full-time employees have received at least the first round of the COVID-19 vaccine. We still have COVID-19 rapid tests to use on campus if needed.

Chairman's Report – Claudia Bulthuis, Chairman – Appendix H

Mrs. Bulthuis presented Appendix H, the calendar of events. In addition to the calendar, she noted the following:

- Mrs. Bulthuis reminded the Board that Graduation will be held on May 12, 2021.
- Mrs. Bulthuis noted that the April Board of Trustees meeting will be held at 6:00 p.m. via zoom.
- Mrs. Bulthuis reminded the Board that SEI forms are due by April 15, 2021.
- The NCACCT Virtual Leadership Seminar will be held on April 23, 2021 from 9:00 a.m. until 2:15 p.m.
- Mrs. Bulthuis noted that a called meeting will be held on March 31, 2021 at 6:00 p.m. in the Blair Auditorium of Blair Hall. The meeting will be held as a hybrid with the option of meeting in person as well as virtually due to the COVID-19 pandemic.
- Mrs. Bulthuis shared the Presidential Evaluation Schedule with the Board of Trustees.
- **Presidential Evaluation Schedule**
 - Results are compiled and reviewed by BOT at the called meeting on March 31, 2021. Results will be discussed with Dr. Bledsoe during that time.

Mr. Knowles made a motion, seconded by Mr. Absher, to adjourn the March 10, 2021 Board meeting at 6:57 p.m. The motion carried.

Claudia Bulthuis, Chairman

**Regular Meeting of the Board of Trustees
Montgomery Community College
Roll Call**

Wednesday, March 10, 2021

<u>Board Members</u>	<u>Approval of the Agenda</u>	<u>Financial Reports</u>	<u>County Budget Request</u>
Phil Absher	Yes	Yes	Yes
Tawanda Bennett	Yes	Yes	Yes
Claudia Bulthuis	Yes	Yes	Yes
Gelynda Capel	Yes	Yes	Yes
Dr. Katie Dunlap	Yes	Yes	Yes
Shyla Hairston	Yes	Yes	Yes
Robert Harris	Yes	Yes	Yes
Kerry Hensley	Yes	Yes	Yes
Susan Hershberger	Yes	Yes	Yes
Dr. Philip Jones	Absent	Absent	Absent
Gordon Knowles	Yes	Yes	Yes
Bill Price	Yes	Yes	Yes

Minutes

Called Meeting of the Board of Trustees Montgomery Community College

Wednesday, March 31, 2021

Call to Order

The called meeting of the Board of Trustees of Montgomery Community College was held on Wednesday, March 31, 2021 in the Blair Auditorium of Blair Hall. The meeting was called to order at 6:05 p.m. by Claudia Bulthuis, Chairman. The meeting was held as a hybrid meeting, those attending remotely will be identified with an R. The following members were present:

Present

Phil Absher
Tawanda Bennett **R**
Claudia Bulthuis
Gelynda Capel
Robert Harris **R**

Kerry Hensley **R**
Dr. Philip Jones **R**
Gordon Knowles
Bill Price

Absent

Dr. Katie Dunlap
Susan Hershberger
Ah'Jada Ingram

Also present was Dr. Chad Bledsoe, President

Roll Call

Mrs. Bulthuis called the roll.

Welcome

Mrs. Bulthuis welcomed all in attendance.

Approval of the Agenda - Action

Mr. Knowles made a motion, seconded by Mr. Price, to approve the agenda for the March 31, 2021 called meeting. On roll call vote, the motion passed unanimously.

Board of Ethics Reminder.....Claudia Bulthuis

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 1.4 Conflict of Interest, and asked if there were any potential or actual conflicts of interest.

No conflicts of interest were declared.

Mr. Knowles made a motion, seconded by Mr. Price, to go into closed session pursuant to North Carolina General Statute section 143-318.11(a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statute section 115D-27 at 6:11 p.m. to discuss the Presidential Evaluation. On a roll call vote, the motion passed unanimously.

Closed Session – Presidential Evaluation

Dr. Bledsoe exited the room at 6:11 p.m. Dr. Bledsoe returned to the meeting at 6:37 p.m.

Mr. Knowles made a motion, seconded by Mr. Price, to return to open session at 6:51 p.m. On a roll call vote, the motion passed unanimously.

Report from Closed Session

No action was taken in closed session. During closed session, the Board reviewed and discussed Dr. Bledsoe's evaluation including his contract with the College. The Board shared with Dr. Bledsoe their discussion on his 2021 evaluation. All of the reporting requirements as outlined in 1C SBCCC 300.2 were met and the Presidents Evaluation was concluded.

Mr. Price made a motion, seconded by Mr. Knowles, that the required report on Dr. Bledsoe's evaluation be sent to the NC State Board of Community Colleges. On a roll call vote, the motion passed unanimously.

Mr. Price made a motion, seconded by Mrs. Capel to adjourn the March 31, 2021 called meeting at 6:54 p.m. The motion carried.

Claudia Bulthuis, Chairman

**Montgomery Community College
County Funds - Board Report for March 2021**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries	248,629	189,490	59,139	76%
Benefits	126,047	98,420	27,627	78%
Contracted Services	12,717	12,467	250	98%
Supplies & Materials	48,264	41,584	6,680	86%
Professional Development (Travel)	133	25	108	19%
Utilities	289,918	212,644	77,274	73%
Repairs & Maintenance	31,054	25,769	5,285	83%
Membership & Dues	2,660	720	1,940	27%
Insurance & Bonding	31,172	1,127	30,045	4%
Other Current Expenses	3,806	2,754	1,052	72%
Non-Capitalized Equipment	-	-	-	-
Total Current Expense	794,400	585,001	209,399	74%

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's January 2021 Report	784,339
Add: Prior FY Property Tax Allocations from County Report	308,650
Add: FY21 Property Tax Allocation from County Report	65,140
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,333,129
Less: Prior FY Projects	(796,395)
Less: 2020-21 Projects- (Heat pump Pottery Bldg \$7K, Chiller Pumps Blair \$14K, Widen Road \$26K, Bldg 500 Reno \$71K, Dumpster Pad \$6, HVAC \$3K)	(127,080)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 03/31/2021	\$ 409,654

Montgomery Community College
State Funds - Board Report for March 2021

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries- Full Time	4,155,605	3,098,719	1,056,886	75%
Salaries- Part Time	953,834	568,288	385,546	60%
Salaries- Full Time & Part Time	5,109,439	3,667,007	1,442,432	72%
Benefits	1,898,039	1,369,509	528,530	72%
Contracted Instruction	133,921	65,234	68,687	49%
Financial/Audit Services	48,992	22,931	26,061	47%
I.T. Contracted Services	30,000	30,000	-	100%
Other Contracted Services	68,515	44,537	23,979	65%
Contracted Services	281,428	162,702	118,726	58%
Supplies & Materials	280,333	175,956	104,377	63%
Professional Development & Travel	47,688	17,005	30,683	36%
1 Communications	174,540	166,265	8,275	95%
Equipment Repair	10,523	8,049	2,474	76%
Maintenance Agreements	69,197	31,700	37,497	46%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	79,720	39,749	39,971	50%
Advertising	76,850	52,960	23,890	69%
Credit Card Electronic Processing	11,680	9,602	2,078	82%
Child Care Assistance Grant	23,121	10,709	12,412	46%
WCE GEER Scholarships	72,750	57,095	15,655	78%
Project Skill-Up-Student Assistance	8,894	4,623	4,271	52%
Other Current Expense	28,959	19,254	9,705	66%
Other Current Services	145,404	101,281	44,123	70%
Software License Renewal	97,882	29,562	68,320	30%
Other I.T. Rentals/ Leases	57,625	54,764	2,861	95%
IT Rentals/Leases/Licenses	155,507	84,327	71,180	54%
Insurance and Bonding	7,900	-	7,900	0%

**Montgomery Community College
State Funds - Board Report for March 2021**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Membership & Dues	28,950	12,147	16,803	42%
Minor Equipment	220,325	131,498	88,827	60%
Total Current Expense	8,506,123	5,980,405	2,525,718	70%
Equipment	484,010	238,347	245,663	49%
Perkins Equipment	41,742	19,901	21,841	48%
Healthcare/First Responders Equip	30,680	30,288	392	99%
PPE & COVID 19 Testing Equip	21,961	21,961	0	100%
Rural College Broadband Equip	152,348	152,347	1	100%
Books	31,951	15,675	16,276	49%
Equipment & Books	762,692	478,519	284,173	63%
Total Expenses	9,268,815	6,458,924	2,809,891	70%

1 Includes \$120,088 for complete Rural Broadband project software and supplies.

Montgomery Community College
Institutional Funds- Board Report for March 2021

	2020-21 Revenue	2020-21 Expense	Cash Balance 03/31/21
1 Pell Overpayments	-	-	(7,673)
Veterans Reporting Fee	736	25	1,987
Overhead Receipts 75%	2,425	1,954	15,732
Current General & Miscellaneous	955	915	15,606
Administrative Support	1,039	588	-
Overhead Receipts 25%	808	-	11,257
Excess Fee Receipts	54	54	-
Textbook Rental	24,720	11,472	32,487
College Work Study	9,387	9,387	-
Total Institutional Support	40,124	24,394	69,395
Forestry Program	100	750	6,456
Specific Fees	62,260	51,037	106,371
Live Projects: Taxidermy	-	-	349
Self Supporting Curriculum	-	54	20,130
Distance Learning	-	-	1,224
NC Live Grant	-	-	409
Technology Fee-Curriculum	15,732	665	69,706
Total Curriculum Instruction & Fees	78,092	52,506	204,645
Scrap Metal Fund HVAC	-	-	768
Self Supporting	25,146	20,402	86,655
Community Service	-	-	1,712
Career Readiness	-	-	2,173
Small Business Center	540	-	9,363
Specific Fees: Occupational Extension	20,704	6,449	98,344
Horticulture: Live Project	-	-	878
CE Grants/Scholarships	69,000	12,300	59,226
Fire Training Center Grant	-	-	12,312
Technology Fee: Continuing Education	-	-	2,008
CARES Act-Institutional	242,671	242,671	-
Total Cont Ed/Non-Curriculum Inst & Fees	358,062	281,822	273,437
2 NCWorks Grant Adult Services/Dislocated Worker	110,960	124,440	(13,480)
2 NCWorks Finish Line Grant	2,885	3,811	(926)
Total NC Works	113,845	128,251	(14,406)
Operational Funds	2,217	23,447	52,961
Sales Tax Utilization	127,080	127,080	-
Agricultural Expansion	100,000	13,850	86,150
Total Plant Operation & Maintenance	229,298	164,378	139,111
Vending	2,907	1,631	12,821
Bookstore Vending	5,326	-	53,441
General Store	107	(849)	1,262
Parking Fee	3,095	24,608	27,588
Student Government Association	23,759	13,924	44,688
Graduation Fund	3,034	68	4,725

Montgomery Community College
Institutional Funds- Board Report for March 2021

	2020-21 Revenue	2020-21 Expense	Cash Balance 03/31/21
Student Ambassador	2,711	3,101	28,685
Club Accounts	-	-	70,958
3 Agency Fund	-	-	(17,044)
Funds for Others	-	-	13,568
Restricted Scholarships Held	-	-	-
Total Proprietary/Other	40,939	42,482	240,693
GEER Scholarship	57,095	56,966	129
FSEOG	31,948	31,948	-
4 Pell Grant	865,358	866,944	(1,973)
Education Lottery Scholarship	33,102	33,052	50
5 Golden LEAF	14,185	19,248	(5,063)
NC Community College Grant	41,921	41,411	510
High Demand/Low Enrollment	1,644	1,644	-
MCC Foundation Scholarship	122,765	125,385	-
Wells Fargo Scholarship	500	500	-
Less Than Half-time	840	840	-
SGA President Scholarship	1,500	1,500	-
SECU Scholarships	10,000	10,000	-
CARES Act-Student	-	-	-
Total Student Aid- Grants & Scholarships	1,180,857	1,189,437	(6,346)
Capital Projects- Sales Tax Utilization	13,850	12,575	1,275
Bond-Bldg 100 Int/HVAC/Roof	308,679	(148,687)	-
6 Bond-Blair Hall & Outside Amphitheater	388,430	392,180	(3,750)
Golden LEAF-FY2020-085	75,000	-	75,000
Total Capital Assets	785,959	256,068	72,525
Total Institutional Funds: First Bank	2,827,176	2,139,338	979,054

	Interest This Year	Prior Y.E. Balance	Current Balance
STIF Account as of 03/31/21			
Operational Funds	179	44,887	45,066
Self Supporting- Continuing Education	43	10,851	10,894
Technology Fees	318	79,697	80,015
Bookstore	251	62,913	63,164
Total Institutional Funds: State Treasury	791	198,348	199,139

- 1 Pell Overpayment(Due from Students)**
- 2 Due from NC Works (WIOA)**
- 3 Financial Aid Bookstore Charges**
- 4 Due from Dept of Ed**
- 5 Due from State**
- 6 Due from State**

Memorandum

TO: Montgomery Community College Board of Trustees
CC: Tonya Luck, Director of Financial Services; Jessica Blanchard, A/R Specialist
From: Jeanette McBride, VP of Administrative Services *Jeanette McBride*
Date: March 25, 2021
Re: 2021 Write-Offs

According to the Collection Section of the Attorney General's Office regarding uncollectible accounts, the policy states "accounts should be written off an agency's financial accounting records when all collection procedures have been conducted without results and management deems the accounts uncollectible. Uncollectible accounts may be written off of an agency's financial accounting records and no longer recognized as collectible receivables for financial reporting purposes, but the legal obligation to pay the debts still remains."

Due to the fact that the statute of limitations on most receivables is three years, I have compiled a list of balances that have had no activity in the last three years. According to the Policy and Procedures, Section 4, of the North Carolina Community College Accounting Procedures Manual, these balances may be written off once approval has been obtained from the college's Board of Trustees. These amounts will be written off as a receivable for financial statement purposes, but will continue to be on the Debt Setoff list for the Department of Revenue to continue collection attempts through their State Income Tax Refunds and Williams & Fudge Collection Agency.

There were 17 students owing a total of \$11,835.87 for tuition, fees, and books. Collections efforts for the all accounts are as follows; Past due letters were sent to each individual at 30, 60, and 90 days past due. If no payment efforts were made during that time the debt was turned into the North Carolina Department of Revenue and Williams and Fudge Collection Agency. No collections have been made in the past three years. Collections efforts continue after write-off.

STATE OF NORTH CAROLINA

Office of the State Auditor

Beth A. Wood, CPA
State Auditor

2 S. Salisbury Street
20601 Mail Service Center
Raleigh, NC 27699-0600
Telephone: (919) 807-7500
Fax: (919) 807-7647
<https://www.auditor.nc.gov>

Link to MCC audit reports on OSA website"

<https://www.auditor.nc.gov/EpsWeb/Reports/Financial/FIN-2020-6854.pdf>

March 1, 2021

Dr. Chad A. Bledsoe, President
Montgomery Community College
1011 Page Street
Troy, North Carolina 27371

Dear Dr. Bledsoe:

We have completed our financial statement audit at Montgomery Community College for the year ended June 30, 2020. In planning and performing our audit, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, we considered Montgomery Community College's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of Montgomery Community College's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's basic financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses or any instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, material weaknesses may exist that have not been identified. These audit results were discussed with your staff and will be included in a report for Montgomery Community College.

The purpose of this letter is solely to describe the scope of our testing of internal control over financial reporting, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control over financial reporting. This letter is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering

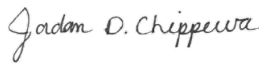
Dr. Chad A. Bledsoe, President
March 1, 2021
Page 2

Montgomery Community College's internal control over financial reporting. Accordingly, this letter is not suitable for any other purpose.

We express our appreciation to you and your staff for the cooperation extended to us during our audit. Please contact me if you have any questions or concerns about the audit.

Sincerely,

BETH A. WOOD, CPA
STATE AUDITOR

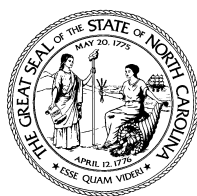
A handwritten signature in cursive script that reads "Jordan D. Chippewa".

Jordan D. Chippewa, CPA
Financial Audit Director

BAW/JDC

cc: Jeanette McBride, Vice President of Administrative Services

STATE OF NORTH CAROLINA

Office of the State Auditor

Beth A. Wood, CPA
State Auditor

2 S. Salisbury Street
20601 Mail Service Center
Raleigh, NC 27699-0600
Telephone: (919) 807-7500
Fax: (919) 807-7647
<https://www.auditor.nc.gov>

March 17, 2021

Claudia B. Bulthuis, Board of Trustees Chair
Montgomery Community College
382 Biscoe Road
Troy, North Carolina 27371

Dear Ms. Bulthuis:

We have completed our financial statement audit at Montgomery Community College for the year ended June 30, 2020, and have issued our report thereon dated March 3, 2021. Professional standards require that we advise you of the following matters relating to our audit.

Auditor's Responsibility

As communicated in our engagement letter, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. We made reference to the report of another auditor as a basis, in part, for our opinions on the basic financial statements. During the course of the audit we performed certain procedures to ensure that the other auditors were independent and professionally competent, which included obtaining certain confirmations directly from the other auditors. We also reviewed the other auditor's report to ensure that it contained all required information and that the audit was conducted in accordance with generally accepted auditing standards. We did not assume responsibility for, and thus were not required to be involved in the work of the component auditor. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Montgomery Community College solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting

Claudia B. Bulthuis, Board of Trustees Chair
March 17, 2021
Page 2

process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses or any instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, material weaknesses may exist that have not been identified.

Compliance with Independence Requirements

We have complied with all relevant independence requirements.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management, along with the Office of the State Controller, has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Montgomery Community College is included in the notes to the financial statements.

Montgomery Community College restated the July 1, 2019 beginning net position to correct prior year capital asset errors. This restatement significantly impacted the comparability of the financial statements with those of the prior year. The cumulative effect of the correction as of the beginning of the year is reported in the financial statements and discussed in Note 18 to the financial statements.

No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Claudia B. Bulthuis, Board of Trustees Chair
 March 17, 2021
 Page 3

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no uncorrected financial statement misstatements.

In addition, professional standards require us to accumulate all material corrected misstatements that were brought to the attention of management as a result of our audit procedures. The following material misstatements were identified during the audit and corrected by management:

- An adjustment in the amount of \$1,075,764.20 was made to restate the July 1, 2019 beginning net position to correct prior year capital assets errors. During the fiscal years ended June 30, 2018 and 2019, the College expensed major renovation project costs that should have been capitalized. This adjustment increased both the capital assets and related net position balances.
- An adjustment in the amount of \$2,593,484.80 was made to capitalize current year major renovation project costs that were incorrectly expensed. This adjustment increased both the capital assets and related net position balances.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. No such disagreement arose during the course of the audit.

Representations Requested from Management

We have requested certain representations from management that are included in the attached management representation letter dated March 3, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. To our knowledge, there were no such consultations with other accountants.

Other Matters

This information is intended solely for the use of the Board of Trustees, the Budget and Finance Committee, and management of Montgomery Community College and is not intended to be

Claudia B. Bulthuis, Board of Trustees Chair
March 17, 2021
Page 4

and should not be used by anyone other than those specified parties. If you have any questions about these matters, please contact Jordan Chippewa at (919) 807-7691.

Sincerely,

BETH A. WOOD, CPA
STATE AUDITOR

A handwritten signature in cursive script that reads "Jordan D. Chippewa".

Jordan D. Chippewa, CPA
Financial Audit Director

BAW/JDC

cc: Chad A. Bledsoe, President
Jeanette McBride, Vice President of Administrative Services
Susan Hershberger, Budget and Finance Committee Chair

Attachment



MONTGOMERY COMMUNITY COLLEGE

March 3, 2021

The Honorable Beth A. Wood, State Auditor
Office of the State Auditor
2 South Salisbury Street
20601 Mail Service Center
Raleigh, North Carolina 27699-0600

Dear Auditor Wood:

We are providing this letter in connection with your audit of the basic financial statements of Montgomery Community College as of June 30, 2020, and for the year then ended for the purpose of expressing an opinion as to whether the basic financial statements present fairly, in all material respects, the financial position of Montgomery Community College and the results of its operations and, where applicable, cash flows in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation of Montgomery Community College's basic financial statements in conformity with the aforementioned accounting principles.

Along with the Office of the State Controller, we are responsible for adopting sound accounting policies, establishing and maintaining internal control, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit:

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement, for the preparation and fair presentation of the basic financial statements of Montgomery Community College in conformity with accounting principles generally accepted in the United States of America.
2. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatements, whether due to fraud or error.
3. We have provided you with:
 - a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the basic financial statements, such as records, documentation, and other matters.

The Honorable Beth A. Wood, State Auditor
Page 2

- b. Additional information that you have requested from us for purposes of the audit, including minutes of meetings of The Board of Trustees, or summaries of actions of recent meetings for which minutes have not yet been prepared.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- 4. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices, nor are we aware of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects we should have considered when preparing the basic financial statements.
- 5. All transactions have been properly recorded in the accounting records underlying the basic financial statements and supplementary information.
- 6. We are in agreement with the adjusting journal entries and related notes and cash flow statement changes you have recommended, and they have been posted.
- 7. We have disclosed to you any risks that we have identified that the basic financial statements may be materially misstated as a result of fraud.
- 8. We acknowledge our responsibility for the design, implementation, and maintenance of programs and internal controls to prevent and detect fraud.
- 9. We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a. Management.
 - b. Employees who have significant roles in internal control.
 - c. Others where the fraud could have a material effect on the basic financial statements.
- 10. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity's basic financial statements received in communications from employees, former employees, analysts, governmental agencies, regulators, or others.
- 11. We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 12. The following have been properly recorded or disclosed in the basic financial statements:
 - a. Related party relationships and transactions, including revenues, expenditures / expenses, loans, transfers, leasing arrangements, guarantees, and amounts receivable from or payable to related parties.
 - b. Guarantees, whether written or oral, under which Montgomery Community College is contingently liable.
 - c. All accounting estimates that could be material to the basic financial statements. We believe the estimates and the key factors and assumptions underlying those estimates, including those measured at fair value, are reasonable in the circumstances.

The Honorable Beth A. Wood, State Auditor
Page 3

13. We are responsible for compliance with all laws, regulations, and provisions of contracts and grant agreements applicable to us; and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of basic financial statement amounts.
14. There are no:
 - a. Violations or possible violations of laws, regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the basic financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.
 - b. Items of which we are aware involving pending or threatened litigation, claims, or assessments or unasserted claims or assessments whose effects we should have considered when preparing the basic financial statements, or that are required to be disclosed in the basic financial statements in accordance with accounting principles generally accepted in the United States of America.
 - c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
15. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
16. Montgomery Community College or the State of North Carolina has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
17. To the best of our knowledge and belief, no events, including instances of noncompliance, have occurred subsequent to the date of the basic financial statements and through the date of this letter that would require adjustment to or disclosure in the aforementioned basic financial statements or in the supplementary information.
18. With respect to the basic financial statements:
 - a. All component units, joint ventures, and/or related organizations are properly reported/disclosed.
 - b. All funds and activities are properly classified.
 - c. All funds that meet the GASB criteria for major funds are properly reported as major funds.
 - d. Equity accounts are properly classified.
 - e. Investments are properly valued.
 - f. Provisions for uncollectible receivables have been properly identified and recorded.
 - g. Expenses have been appropriately classified and allocated.
 - h. Revenues are appropriately classified.

The Honorable Beth A. Wood, State Auditor
Page 4

- i. Interfund, internal, and intra-equity activity and balances have been appropriately classified and reported.
 - j. Capital assets are properly capitalized, reported, and if applicable, depreciated.
19. With respect to information required by the Governmental Accounting Standards Board (GASB) to be presented with the basic financial statements (required supplementary information or RSI, including Management's Discussion and Analysis):
- a. We acknowledge our responsibility for the RSI.
 - b. RSI is presented and measured according to authoritative guidelines on a basis consistent with that of the prior year.
 - c. RSI is consistent with the basic financial statements.
 - d. We have disclosed any significant assumptions or interpretations underlying the measurement or presentation of the RSI.
 - e. Management's discussion and analysis (MD&A) is based on facts, decisions, or conditions currently known to management and does not contain forecasts or other prospective information.
20. To the best of our knowledge and belief, no events, including instances of noncompliance, have occurred subsequent to the date of the basic financial statements and through the date of this letter that would require adjustment to or disclosure in the aforementioned basic financial statements as pertains to Montgomery Community College Foundation, Inc., Montgomery Community College's component.

Chad A. Bledsoe

Dr. Chad A. Bledsoe, President

Jeanette McBride

Jeanette McBride, Vice President of
Administrative Services

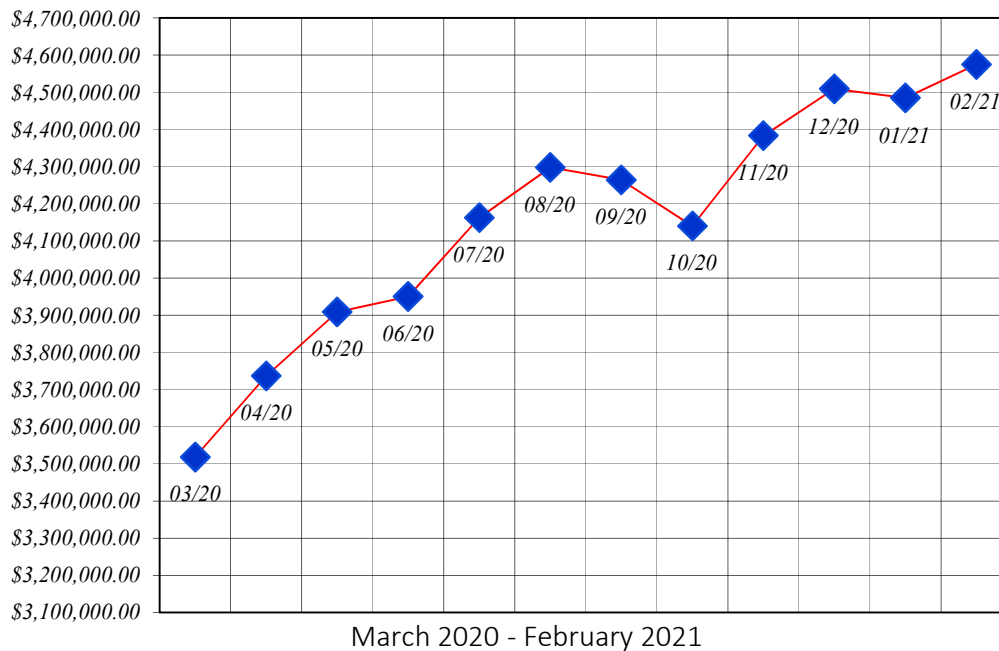
Montgomery Community College Foundation

Funds Statement FY 2020-2021

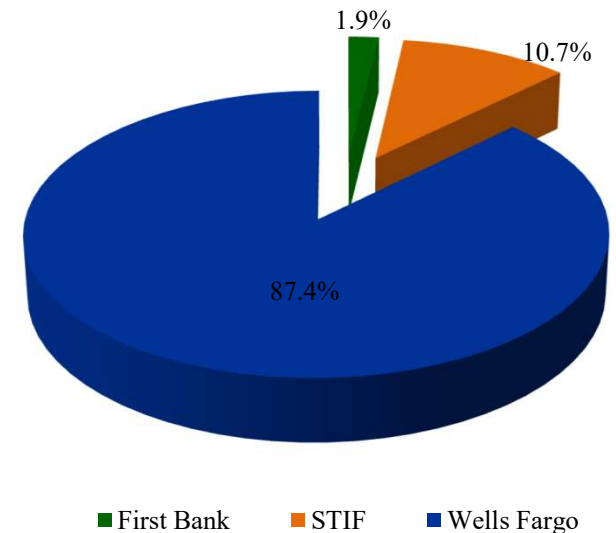
	Fiscal Year To Date 7/1/2020 thru 6/30/2021			
	Wells Fargo	STIF	First Bank	Total
Beginning Value	\$3,416,364.57	\$470,452.83	\$63,881.14	\$3,950,698.54
Receipts				
Interest/Dividends	\$39,619.65	\$1,962.61	\$12.00	\$41,594.26
Deposits	\$74,370.39	\$100,762.65	\$220,188.04	\$395,321.08
Total Receipts	\$113,990.04	\$102,725.26	\$220,200.04	\$436,915.34
Disbursements				
Fees/Withdrawals	\$74,402.16	\$82,418.56	\$196,202.22	\$353,022.94
Total Disbursements	\$74,402.16	\$82,418.56	\$196,202.22	\$353,022.94
Market Value Net Change	\$540,458.77	\$0.00	\$0.00	\$540,458.77
Ending Value	\$3,996,411.22	\$490,759.53	\$87,878.96	\$4,575,049.71
Net Change	\$580,046.65	\$20,306.70	\$23,997.82	\$624,351.17

Month of February 2021			
Wells Fargo	STIF	First Bank	Total
\$3,879,886.90	\$491,918.56	\$113,001.42	\$4,484,806.88
\$4,298.74	\$105.77	\$1.57	\$4,406.08
\$38,380.03	\$798.00	\$14,254.00	\$53,432.03
\$42,678.77	\$903.77	\$14,255.57	\$57,838.11
\$2,247.78	\$2,062.80	\$39,378.03	\$43,688.61
\$2,247.78	\$2,062.80	\$39,378.03	\$43,688.61
\$76,093.33	\$0.00	\$0.00	\$76,093.33
\$3,996,411.22	\$490,759.53	\$87,878.96	\$4,575,049.71
\$116,524.32	(\$1,159.03)	(\$25,122.46)	\$90,242.83

Foundation Funds Value



Foundation Funds Distribution



**Board Report
Facilities**

April, 2021

Construction has begun on the new amphitheater under the newly built shelter. The structure will entail three levels of seating for classes or events.



A major repair was completed on the Blair Hall cooling tower. The main motor (original) had to be replaced.

A new fence enclosure was built around the roof access stairs for Blair Hall.



The pad and frame have been completed on the new Forestry shed. The roof and wall panels are on backorder. As soon as the panels are delivered the structure will be completed.



**Montgomery Community College
Construction Update
April, 2021**

- **Blair Hall (100) Renovation, HVAC and Roof Replacement**

1st phase for roof replacement – The roofing project has been completed.

2nd phase (building renovations and HVAC upgrades) Most of the renovations have been completed.

The restrooms are waiting for the tile contractors to replace all tile in restrooms. The restrooms will be completed one set at a time. We are working with the designer to make new tile selections for the floors and accent band due to unavailability.

- Budget: (NC Bond) \$3,895,000 (Golden Leaf) \$150,000
- Disbursed to Date: (NC Bond) \$3,519,249 (Golden Leaf) \$150,000

- **Blair Hall & Outdoor Amphitheatre Renovations**

- The 2nd round of renovations are progressing. The entry arch has been completed. The new Counseling Center and general use conference room have been completed. The new Auditorium has been completed. The outdoor amphitheater shelter has been completed with the new amphitheater under construction.

- Budget: (NC Bond) \$459,286 (Adv Planning Grant) \$20,676
- Disbursed to Date: (NC Bond) \$388,430 (Adv Planning Grant) \$0

- **Building 500 Lot and New Forestry Shed**

The Building 500 lot has been prepped and the crew is waiting for a break in the weather to asphalt the area. Behind Building 600, the new Forestry shed has been framed. Due to a national metal shortage, the roof and wall panels are on backorder. In an effort to add a gravel emergency access road from the new firing range addition to the current forestry road and connect back to the new building 500 parking lot, an additional \$8,000 has been added to the project from contingency funds.

- Budget: (County Agricultural Expansion Fund) \$268,000
- Disbursed to Date: \$0

- **Greenhouse Project**

The greenhouse construction bids were reviewed and all bids were rejected due to budget. The project will be resent to bidders.

- Budget: (Golden Leaf) \$375,000 (County Agricultural Expansion) \$100,000
- Disbursed to Date: (Golden Leaf) \$0 (County Agricultural Expansion) \$12,575

- **Firing Range Expansion**

The firing range expansion consists of adding lanes and berms surrounding it on three sides. Renovation is scheduled to begin mid-April.

- Budget: (MCC Foundation) \$70,000
- Disbursed to Date: (MCC Foundation) \$0

Personnel Appointment

Name of Person	Dr. Michelle Aheron
Present Address	827 S. Eighth St. Mebane, NC 27302
Position	Dean of Student Services
Position Category	Staff
Effective Date of Employment	March 15, 2021
Budget Information	11-110-97-511200-50100

Position Description:

Primary activities include supervision of recruiting, admissions, registration, counseling, academic and career planning, financial aid, marketing, and advertising, and public relations activities. Candidates must be able to perform the functions of College Registrar, including running college reports, responding to state and federal reporting requirements, and ensuring the accuracy of FTE reporting processes..

Education and Certifications

School/Certification	Years Attended	Degree
Capella University	2006 - 2009	PHD – Leadership in Higher Education
North Carolina State University	1996 - 2000	Med – Higher Education Administration
Meredith College	1987 - 1991	BS – Business Administration, Management Concentration

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery Community College	2/2021 – present	Interim Director of Institutional Effectiveness
Cape Fear Community College	12/2018 – 11/2020	Curriculum Analyst/Director of Institutional Effectiveness and Research
Louisburg College	2016 -2017	Registrar
Piedmont Community College	2014 - 2016	Counselor/Dean, Accelerated and Innovative Learning Programs

Hiring Committee

Person	Position
Lee Proctor	Vice President of Instruction/Student Services
Doni Hatchel	Director of Financial Aid
Lynn Epps	Director of Admissions and Retention
Natalie Winfree	Dean of Arts and Science
Touger Vang	Director of Library Services
Diana Sanchez	Counselor
Korrie Ervin	Director of Resource Development

Appointment Recommendation and Approval

A Hiring Committee of college personnel interviewed Dr. Michelle Aheron, checked his/her background, and found him/her qualified for the position. Upon recommendation from the Hiring Committee, I approve Michelle Aheron for the Dean of Student Services position.

Chad A. Bledsoe

Chad A. Bledsoe
President

Employee Separation Form

Name of Person	Shavier Mason
Position	Assistant to the Dean of Continuing Education
Position Category	Staff
Effective Date of Employment	April 9, 2018
End Date of Separation	April 30, 2021
Reason	Voluntary Resignation

Position Description:

The Administrative Assistant for Continuing Education must be able to work in Microsoft Word, Excel, and other software applications necessary to support the operations of Continuing Education. The use of e-mail and internet is required. Excellent oral and written communication skills are a must in providing accurate information to visitors, telephone, and e-mail inquiries. This position will require the ability to multi-task, manage time, and set priorities in order to meet deadlines.

Notes:

Chad A. Bledsoe

Chad A. Bledsoe
President

Employee Separation Form

Name of Person	Jennifer Garner
Position	Medical Assisting Department Chair
Position Category	Faculty
Effective Date of Employment	July 9, 2018
End Date of Separation	April 16, 2021
Reason	Voluntary – Other Employment

Position Description:

Oversees the curricular content aspects of program coordination, which includes, but is not limited to the following: Coordinating with other instructors in the program (if applicable) in the selection of textbooks, supplies, equipment, and other institutional material; making requisitions for such. Taking a leadership role in the implementation of a quality curriculum by coordinating efforts with other full-time, adjunct, and part-time faculty, staff, and community personnel. Making recommendations to the Vice President of Instruction or Dean concerning personnel needs and taking a leadership role in the recruitment and selection of additional faculty. Taking a leadership role in the management and upkeep of shops, equipment, laboratories and classrooms utilized in the program implementation. Making recommendations on program teaching schedules. Working with the Dean and/or Vice President of Instruction, concerning Advisory Committee functions and input. Taking responsibility for recruitment, advisement, and academic orientation of students enrolled in the program. Coordinating with the appropriate Student Services and Marketing Staff in the recruitment of students, admissions, and graduate placement.

Notes:

Chad A. Bledsoe

Chad A. Bledsoe
President

Employee Separation Form

Name of Person	Lucas Krueger
Position	Sustainable Agriculture Instructor
Position Category	Faculty
Effective Date of Employment	6/11/2020
End Date of Separation	5/11/2021
Reason	Voluntary - Resignation

Position Description:

Instructor will teach a wide variety of agriculture related courses and manage greenhouse facilities. The position will work with high school and traditional college students, advise the local FFA Chapter, and assist students in coordinating FFA activities at the local, district, state and national level. In addition, this position will plan/attend occasional evening events (recruitment events, advisory committee meetings, awards ceremonies, etc.).

Notes:

Chad A. Bledsoe

Chad A. Bledsoe
President

Board Report Instruction and Student Development April, 2021

Welcome to Dr. Michelle Aheron as the new Dean of Student Services who has already hit the ground running. Congratulations to Dr. Andrew Gardner who successfully defended his dissertation on March 25, 2021. There was an interest meeting for the MCS teachers interested in getting their Masters to be able to teach courses for the College. Ten teachers attended the first meeting. The hope is to fill some of the needs for face-to-face classes during the day with teachers who will use their planning period to teach for the College.

Instruction

Arts and Science

Sam Britt and Diana Sanchez are teaming up with the BLET program to present a workshop on “Test Taking Strategies” and “Test Anxiety” to help students better prepare for the BLET State Exam. Debby Douglas (History and Political Science) and Kelly Taylor (Communication and English) participated and completed the Great Teacher’s Conference. The Biology Department is working with Continuing Education to utilize the 3D printer to develop biological models to aid in teaching. The math department is also looking at developing 3D models to aid in teaching Calculus.

In cooperation with the Montgomery County Schools “Grow Your Own Teachers” program, MCS and the College are collaborating with UNC-Greensboro and UNC-Pembroke to prepare students for the teacher education programs. The College is proposing the addition of the Associate in Arts in Teaching and the Associate in Science in Teaching (**Action Item**) attached to this report.

Health and Human Services

The North Carolina Board of Nursing has given verbal confirmation for full approval for the Associate Degree Nursing Program (ADN). Approval of the program means that the College has full board approval for our ADN program. The program currently has a cap of 30 students (first and second year) and we will evaluate the number after the first class completes the NCLEX exam. The plan is to add a LPN to ADN bridge program in the summer of 2022. The Nursing Program is planning a pinning ceremony for May 11, 2021 at 4:00 pm. The hope is to have a limited-attended in person event restricted to graduates, faculty, administration, and board members. The program will be live-streamed as well.

Career and Technical Education

The class of 17 BLET students will be taking their state exams on April 16, 2021 at Randolph Community College. The BLET program will hold the 2021 Program Graduation on April 26, 2021 at 6:00 p.m. Limited attendance and mask required. The BLET program has been able to update equipment and add an additional training vehicle to provide for the increase in enrollment in the program over the past two years. Tracey Wyrick will be participating in SACSCOC evaluator training in April.

Student Services

Financial Aid

Cares/HEERF Scholarship funding for Spring 2021 and Summer 2021 is currently available. Anyone interested contact the Financial Aid office or complete the applications at <https://www.montgomery.edu/cares-act/>. April 30, 2021 is the FAFSA deadline to submit an admission application and FAFSA to be considered for a Montgomery Scholars Scholarship.

Career and College Promise

The Early College will extend 69 invitations to 8th graders to join the Early College in Fall 2021. The letters will go out to the students inviting them to join the Phoenix Family in early April. Early College students are scheduled to graduate in May including 30 who will also complete their Associate Degree. On April 12, 2021, Early College and CTE students will return to 4-day a week in person instruction. The Career and College Promise staff have launched a Facebook page directed at CCP students and their parents.

Records and Registration

Summer and Fall Registration is open for currently enrolled students and will open for new students on March 29, 2021. Acceptance letters for the Practical Nursing Program went out on March 19, 2021 to the 20 students selected for the 2021-2022 class. The Associate Degree Nursing application deadline has been extended to April 25, 2021 and the Dental Assisting application deadline is April 15, 2021. Gunsmithing enrollment confirmation letters were sent to applicants with a deadline of March 31, 2021 to return the confirmation to hold their spot for Fall 2021.

Counseling

Diana Sanchez presented "What Is an Offer Letter at MCC" in Spanish Language for CFNC.ORG. This presentation is posted on the CFNC YouTube channel. This presentation is part of recruitment efforts to assist the Hispanic community with higher education system navigation skills.

Admissions and Retention

Students who are now attending the face-to-face classes have reconnected with the instructors and are working on plans for any catch up assignments. Tutors are available in the library for those that need the additional assistance. Faculty and success staff continue to work to connect with students to help them complete their courses.

Continuing Education

Success Story – Finish Line Grant

Too often, financial emergencies like unexpected healthcare costs, childcare expenses, or car breakdowns prevent community college students who are on the cusp of completion from reaching that milestone. On July 12, 2018, Governor Roy Cooper announced the Finish Line Grants program to help community college students complete their training when facing unforeseen challenges. The staff in the Continuing Education division are happy to announce that this past month through this program, we were able to sponsor and assist 10 CNA 1 students successfully complete their program. Additionally, through the Workforce Innovation Opportunity Act (WIOA) we are providing employment search assistance and financial assistance for those who plan to ascend into our Practical Nursing and Associate Degree in Nursing programs.

Business & Industry Services

The College delivered an estimated \$6,500 worth of specialized training this quarter to KM Machine, Carolina Dairy, and AmeriQual Aseptic through the Customized Training program at no cost to the employers. Autumn Care of Biscoe will be sponsoring seven apprenticeship candidates who are on target to enroll in the Summer CNA I program.

Health & Public Safety

Montgomery Community College has received accreditation from the North Carolina Sheriffs' Education and Training Standards Commission to deliver the 174 hour Detention Officer Certification Course. The first course is being scheduled for Summer 2021.

College and Career Readiness (CCR)

The CCR program has submitted a Title II grant to support and expand basic skills programming in the community. These funds are in addition the state allocation for CCR.

Small Business Center (SBC)

Savannah Heath, Director of the MCC Small Business Center, attended the NC Main Street Virtual Conference as a board member for the Troy Main Street Board. The Workforce Development Center newsletter for the month of March received excellent reviews and out of the 2,000 plus subscribers over 20% reviewed the newsletter.

Pottery

The Pottery Program is hosting its first annual Spring Sale! Online sales will occur April 20-21, 2021 on the program Facebook page <https://www.facebook.com/MCCPottery> and in person under the "Big Top" near Building 300 on the MCC campus on April 22-23, 2021.

Associate in Arts in Teacher Preparation (A1010T)

A. GENERAL EDUCATION: Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.

1. English Composition: 6 hours

The following course(s) are required:

		Class	Lab	Clinic	Credits
ENG 111	Expository Writing (3)	3	0	0	3
ENG 112	Writing/Research in the Disc	3	0	0	3

2. Communications/Humanities/Fine Arts: 9 hours from 2 subjects

Communication Pick List:

COM 231	Public Speaking	3	0	0	3
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Humanities/Fine Arts Pick List:

ART 111	Art Appreciation	3	0	0	3
ART 114	Art History Survey I	3	0	0	3
ART 115	Art History Survey II	3	0	0	3
ENG 231	American Literature I	3	0	0	3
ENG 232	American Literature II	3	0	0	3
ENG 241	British Literature I	3	0	0	3
ENG 242	British Literature II	3	0	0	3
MUS 110	Music Appreciation	3	0	0	3
PHI 215	Philosophical Issues	3	0	0	3
PHI 240	Introduction to Ethics	3	0	0	3

3. Social/Behavioral Sciences: 6 hours

Social/Behavioral Pick List:

ECO 251	Principles of Microeconomics	3	0	0	3
ECO 252	Principles of Macroeconomics	3	0	0	3
HIS 111	World Civilizations I	3	0	0	3
HIS 112	World Civilizations II	3	0	0	3
HIS 131	American History I	3	0	0	3
HIS 132	American History II	3	0	0	3
POL 120	American Government	3	0	0	3
PSY 150	General Psychology	3	0	0	3
SOC 210	Introduction to Sociology	3	0	0	3

4. Math: 3 – 4 hours**Math Pick List:**

		Class	Lab	Clinic	Credits
MAT 143	Quantitative Literacy	2	2	0	3
MAT 152	Statistical Methods I	3	2	0	4
MAT 171	Precalculus Algebra	3	2	0	4

Natural Sciences: 4 hours**Natural Sciences Pick List:****Take 1 of 3 Groups****Group 1:**

BIO 111	General Biology I	3	3	0	4
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Group 2:

CHM 151	General Chemistry I	3	3	0	4
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Group 3:

PHY 110	Conceptual Physics	3	0	0	3
PHY 110A	Conceptual Physics Lab	0	2	0	1

5. Other Required General Education hours: 17 – 18 hours**Other Required General Education: 3 hours**

SOC 225	Social Diversity	3	0	0	3
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Other Gen Ed Pick List: 14 – 15 hours

ANT 210	General Anthropology	3	0	0	3
ANT 220	Cultural Anthropology	3	0	0	3
ANT 240	Archaeology	3	0	0	3
ART 111	Art Appreciation	3	0	0	3
ART 114	Art History Survey I	3	0	0	3
ART 115	Art History Survey II	3	0	0	3
BIO 111	General Biology I	3	3	0	4
BIO 112	General Biology II	3	3	0	4
CHI 111	Elementary Chinese I	3	0	0	3
CHI 112	Elementary Chinese II	3	0	0	3
CHI 211	Intermediate Chinese I	3	0	0	3
CHI 212	Intermediate Chinese II	3	0	0	3
CHM 151	General Chemistry I	3	3	0	4
CHM 152	General Chemistry II	3	3	0	4
CIS 110	Introduction to Computers	2	2	0	3
CIS 115	Intro to Prog & Logic	2	3	0	3
COM 231	Public Speaking	3	0	0	3
ECO 251	Prin of Microeconomics	3	0	0	3
ECO 252	Prin of Macroeconomics	3	0	0	3
ENG 114	Prof Research & Reporting	3	0	0	3
ENG 131	Introduction to Literature	3	0	0	3
ENG 231	American Literature I	3	0	0	3
ENG 232	American Literature II	3	0	0	3
ENG 233	Major American Writers	3	0	0	3

		Class	Lab	Clinic	Credits
ENG 241	British Literature I	3	0	0	3
ENG 242	British Literature II	3	0	0	3
ENG 243	Major British Writers	3	0	0	3
ENG 261	World Literature I	3	0	0	3
ENG 262	World Literature II	3	0	0	3
FRE 111	Elementary French I	3	0	0	3
FRE 112	Elementary French II	3	0	0	3
FRE 211	Intermediate French I	3	0	0	3
FRE 212	Intermediate French II	3	0	0	3
GEO 111	World Regional Geography	3	0	0	3
HIS 111	World Civilizations I	3	0	0	3
HIS 112	World Civilizations II	3	0	0	3
HIS 121	Western Civilizations I	3	0	0	3
HIS 122	Western Civilizations II	3	0	0	3
HIS 131	American History I	3	0	0	3
HIS 132	American History II	3	0	0	3
HUM 110	Technology and Society	3	0	0	3
HUM 120	Cultural Studies	3	0	0	3
HUM 150	American Women's Studies	3	0	0	3
HUM 160	Introduction to Film	3	0	0	3
JPN 111	Elementary Japanese I	3	0	0	3
JPN 112	Elementary Japanese II	3	0	0	3
JPN 211	Intermediate Japanese I	3	0	0	3
JPN 212	Intermediate Japanese II	3	0	0	3
MAT 172	Precalculus Trigonometry	3	2	0	4
MAT 263	Brief Calculus	3	2	0	4
MAT 271	Calculus I	3	2	0	4
MAT 272	Calculus II	3	2	0	4
MUS 110	Music Appreciation	3	0	0	3
MUS 210	History of Rock Music	3	0	0	3
PHI 210	History of Philosophy	3	0	0	3
PHI 215	Philosophical Issues	3	0	0	3
PHI 240	Introduction to Ethics	3	0	0	3
POL 120	American Government	3	0	0	3
PSY 150	General Psychology	3	0	0	3
PSY 237	Social Psychology	3	0	0	3
PSY 241	Developmental Psych	3	0	0	3
PSY 281	Abnormal Psychology	3	0	0	3
REL 110	World Religions	3	0	0	3
REL 111	Eastern Religions	3	0	0	3
REL 211	Intro to Old Testament	3	0	0	3
REL 212	Intro to New Testament	3	0	0	3
REL 221	Religion in America	3	0	0	3
SOC 210	Introduction to Sociology	3	0	0	3
SOC 213	Sociology of the Family	3	0	0	3
SOC 220	Social Problems	3	0	0	3
SOC 240	Social Psychology	3	0	0	3
SPA 111	Elementary Spanish I	3	0	0	3
SPA 112	Elementary Spanish II	3	0	0	3
SPA 211	Intermediate Spanish I	3	0	0	3
SPA 212	Intermediate Spanish II	3	0	0	3

Total General Education Semester Hour Credits Required 45 - 47

Program of Study (Continued)**B. OTHER REQUIRED HOURS: 15 hours****1. Education: 14 hours***The following course(s) are required:*

		Class	Lab	Clinic	Credits
EDU 187	Teaching and Learning for All*	3	3	0	4
EDU 216	Foundations of Education	3	0	0	3
EDU 279	Literacy Development and Instruction	3	3	0	4
EDU 250	Teacher Licensure Preparation	3	0	0	3

**Students who have completed Teacher Cadet or Teaching as a Profession courses in high school with a B or better may substitute that course for EDU-187 Teaching and Learning for All. High school faculty must meet transfer level qualifications as established by SACSCOC or other accrediting body.*

Total Education Semester Hour Credits **14**

ACA 122	College Transfer Success	0	2	0	1
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Total Academic Transition Hours **1**

Total Other Required Semester Hour Credits **15**

Total Semester Hours Credit in Program **60 - 62**

Associate in Science in Teacher Preparation (A1040T)

A. GENERAL EDUCATION: Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.

1. English Composition: 6 hours

The following course(s) are required:

		Class	Lab	Clinic	Credit
ENG 111	Expository Writing	3	0	0	3
ENG 112	Writing/Research in the Disc	3	0	0	3

2. Communications/Humanities/Fine Arts: 6 hours from 2 subjects

Communication Pick List:

COM 231	Public Speaking	3	0	0	3
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Humanities/Fine Arts Pick List:

ART 111	Art Appreciation	3	0	0	3
ART 114	Art History Survey I	3	0	0	3
ART 115	Art History Survey II	3	0	0	3
ENG 231	American Literature I	3	0	0	3
ENG 232	American Literature II	3	0	0	3
ENG 241	British Literature I	3	0	0	3
ENG 242	British Literature II	3	0	0	3
MUS 110	Music Appreciation	3	0	0	3
PHI 215	Philosophical Issues	3	0	0	3
PHI 240	Introduction to Ethics	3	0	0	3

3. Social/Behavioral Sciences: 3 hours

Social/Behavioral Pick List:

ECO 251	Principles of Microeconomics	3	0	0	3
ECO 252	Principles of Macroeconomics	3	0	0	3
HIS 111	World Civilizations I	3	0	0	3
HIS 112	World Civilizations II	3	0	0	3
HIS 131	American History I	3	0	0	3
HIS 132	American History II	3	0	0	3
POL 120	American Government	3	0	0	3
PSY 150	General Psychology	3	0	0	3
SOC 210	Introduction to Sociology	3	0	0	3

4. Math: 8 hours**Math Pick List:**

		Class	Lab	Clinic	Credit
MAT 171	Precalculus Algebra	3	2	0	4
MAT 172	Precalculus Trigonometry	3	2	0	4
MAT 263	Brief Calculus	3	2	0	4
MAT 271	Calculus I	3	2	0	4

Natural Sciences: 8 hours**Natural Sciences Pick List:****Take 1 of 4 Groups****Group 1:**

BIO 111	General Biology I	3	3	0	4
BIO 112	General Biology II	3	3	0	4

Group 2:

CHM 151	General Chemistry I	3	3	0	4
CHM 152	General Chemistry II	3	3	0	4

Group 3:

PHY 151	College Physics I	3	2	0	4
PHY 152	College Physics II	3	2	0	4

Group 4:

PHY 251	General Physics I	3	3	0	4
PHY 252	General Physics II	3	3	0	4

5. Other Required General Education hours: 14 – 15 hours**Other Required General Education: 3 hours**

SOC 225	Social Diversity	3	0	0	4
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Other Gen Ed Pick List: 11 – 12 hours

ANT 210	General Anthropology	3	0	0	3
ANT 220	Cultural Anthropology	3	0	0	3
ANT 240	Archaeology	3	0	0	3
ART 111	Art Appreciation	3	0	0	3
ART 114	Art History Survey I	3	0	0	3
ART 115	Art History Survey II	3	0	0	3
BIO 111	General Biology I	3	3	0	4
BIO 112	General Biology II	3	3	0	4
CHI 111	Elementary Chinese I	3	0	0	3
CHI 112	Elementary Chinese II	3	0	0	3
CHI 211	Intermediate Chinese I	3	0	0	3
CHI 212	Intermediate Chinese II	3	0	0	3
CHM 131	Introduction to Chemistry	3	0	0	3
CHM 131A	Intro to Chemistry Lab	0	3	0	1
CHM 151	General Chemistry I	3	3	0	4
CHM 152	General Chemistry II	3	3	0	4
CIS 110	Introduction to Computers	2	2	0	3
CIS 115	Intro to Prog & Logic	2	3	0	3

		Class	Lab	Clinic	Credit
COM 231	Public Speaking	3	0	0	3
ECO 251	Prin of Microeconomics	3	0	0	3
ECO 252	Prin of Macroeconomics	3	0	0	3
ENG 114	Prof Research & Reporting	3	0	0	3
ENG 131	Introduction to Literature	3	0	0	3
ENG 231	American Literature I	3	0	0	3
ENG 232	American Literature II	3	0	0	3
ENG 233	Major American Writers	3	0	0	3
ENG 241	British Literature I	3	0	0	3
ENG 242	British Literature II	3	0	0	3
ENG 243	Major British Writers	3	0	0	3
ENG 261	World Literature I	3	0	0	3
ENG 262	World Literature II	3	0	0	3
FRE 111	Elementary French I	3	0	0	3
FRE 112	Elementary French II	3	0	0	3
FRE 211	Intermediate French I	3	0	0	3
FRE 212	Intermediate French II	3	0	0	3
GEO 111	World Regional Geography	3	0	0	3
HIS 111	World Civilizations I	3	0	0	3
HIS 112	World Civilizations II	3	0	0	3
HIS 121	Western Civilizations I	3	0	0	3
HIS 122	Western Civilizations II	3	0	0	3
HIS 131	American History I	3	0	0	3
HIS 132	American History II	3	0	0	3
HUM 110	Technology and Society	3	0	0	3
HUM 120	Cultural Studies	3	0	0	3
HUM 150	American Women's Studies	3	0	0	3
HUM 160	Introduction to Film	3	0	0	3
JPN 111	Elementary Japanese I	3	0	0	3
JPN 112	Elementary Japanese II	3	0	0	3
JPN 211	Intermediate Japanese I	3	0	0	3
JPN 212	Intermediate Japanese II	3	0	0	3
MAT 143	Quantitative Literacy	2	2	0	3
MAT 152	Statistical Methods I	3	2	0	4
MAT 263	Brief Calculus	3	2	0	4
MAT 271	Calculus I	3	2	0	4
MAT 272	Calculus II	3	2	0	4
MUS 110	Music Appreciation	3	0	0	3
MUS 210	History of Rock Music	3	0	0	3
PHI 210	History of Philosophy	3	0	0	3
PHI 215	Philosophical Issues	3	0	0	3
PHI 240	Introduction to Ethics	3	0	0	3
PHY 151	College Physics I	3	2	0	4
PHY 152	College Physics II	3	2	0	4
PHY 251	General Physics I	3	3	0	4
PHY 252	General Physics II	3	3	0	4
POL 120	American Government	3	0	0	3
PSY 150	General Psychology	3	0	0	3
PSY 237	Social Psychology	3	0	0	3
PSY 241	Developmental Psych	3	0	0	3
PSY 281	Abnormal Psychology	3	0	0	3
REL 110	World Religions	3	0	0	3
REL 111	Eastern Religions	3	0	0	3
REL 211	Intro to Old Testament	3	0	0	3
REL 212	Intro to New Testament	3	0	0	3

		Class	Lab	Clinic	Credit
REL 221	Religion in America	3	0	0	3
SOC 210	Introduction to Sociology	3	0	0	3
SOC 213	Sociology of the Family	3	0	0	3
SOC 220	Social Problems	3	0	0	3
SOC 240	Social Psychology	3	0	0	3
SPA 111	Elementary Spanish I	3	0	0	3
SPA 112	Elementary Spanish II	3	0	0	3
SPA 211	Intermediate Spanish I	3	0	0	3
SPA 212	Intermediate Spanish II	3	0	0	3

Total General Education Semester Hour Credits Required 45 - 46

Program of Study (Continued)**B. OTHER REQUIRED HOURS: 15 hours****1. Education: 14 hours***The following course(s) are required:*

		Class	Lab	Clinic	Credit
EDU 187	Teaching and Learning for All*	3	3	0	4
EDU 216	Foundations of Education	3	0	0	3
EDU 279	Literacy Development and Instruction	3	3	0	4
EDU 250	Teacher Licensure Preparation	3	0	0	3

**Students who have completed Teacher Cadet or Teaching as a Profession courses in high school with a B or better may substitute that course for EDU-187 Teaching and Learning for All. High school faculty must meet transfer level qualifications as established by SACSCOC or other accrediting body.*

Total Education Semester Hour Credits 14

ACA 122	College Transfer Success	0	2	0	1
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Total Academic Transition Hours 1

Total Other Required Semester Hour Credits 15

Total Semester Hours Credit in Program 60 - 61

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
BUDGET TRACKING SHEET: FY 2021-22 and FY 2022-23**

	Budget Priorities				Governor			
	2021-22		2022-23		2021-22		2022-23	
2021-22 Base Budget	1,219,687,975		1,219,687,975		1,219,687,975		1,219,687,975	
Enrollment Adjustment	(7,724,747)	R	(7,724,747)	R	\$ -	R	-	R
Expansion								
Fund Budget Stabilization	60,000,000	NR			60,937,000	NR		
Continue Funding Modern & Secure College IT Systems	28,500,000	NR			\$28.5M NR in a Statewide Reserve over the biennium			
	3,500,000	R	3,500,000	R	3,500,000	R	3,500,000	R
Cyber Security	1,497,301	R	1,497,301	R	1,497,301	R	1,497,301	R
	2,250,000	NR			2,250,000	NR		
Surry CC-Yadkin Multicampus Center	579,413	R	579,413	R	579,413	R	579,413	R
Include community colleges in Capital Funding Proposals	Colleges identified over \$2.2B in unmet capital needs.				\$500M in Bond funds.			
NCGROW - completion incentive \$1,000 for high demand CU programs, administered by SEAA					25,000,000	R	30,000,000	R
Short-term Certificate Program (Similar to GEER)					2,500,000	R	5,000,000	R
Staff Pipeline - recruitment and retention of college positions in high demand					2,500,000	R	5,000,000	R
Advanced Analytics SO Position					140,380	R	140,380	R
Non-Resident Veterans Tuition Adjustment					1,448,064	R	1,448,064	R
CC Grant Increase					\$3M R (From Lottery Funding)			
Clean Energy - Supports Workforce Development in college clean energy programs					\$4M NR in Statewide Reserve over the biennium			
Subscription Rate Increase - System Office					6,603	R	6,603	R
Expansion Subtotal	96,326,714	7.9%	5,576,714	0.5%	100,358,761	8.2%	47,171,761	3.9%
Net Adjustments to Base Budget (without salary adj)	\$ 88,601,967	7.3%	\$ (2,148,033)	-0.2%	\$ 100,358,761	8.2%	\$ 47,171,761	3.9%
Recommended General Fund Approp. (without salary adj)	\$ 1,308,289,942	7.3%	\$ 1,217,539,942	-0.2%	\$ 1,320,046,736	8.2%	\$ 1,266,859,736	3.9%
Salaries & Benefits								
Faculty & Staff Salary Increases - for College Employees	60,098,240	R	60,098,240	R	62,162,189	R	94,797,338	R
					18,885,578	NR	18,885,578	NR
System Office Salary Increases					466,259	R	944,174	R
					191,305	NR	191,305	NR
System Office - Compression, Equity, and High Turnover					146,000	R	146,000	R
State Retirement Contributions - for College Employees					19,765,563	R	22,465,249	R
					6,170,710	NR	6,170,710	NR
State Retirement Contributions - System Office					296,489	R	336,985	R
					92,562	NR	92,562	NR
State Health Plan - for College Employees					4,456,049	R	9,087,533	R
State Health Plan - System Office					45,138	R	92,054	R
Recommended General Fund Appropriation	\$ 1,368,388,182	12.2%	\$ 1,277,638,182	4.8%	\$ 1,432,724,578	17.5%	\$ 1,420,069,224	16.4%
Salary Increase - for College Employees					5%, \$1,000 bonus		Additional 2.5% for a total of 7.5%, \$1,000 bonus	
Adjustments - Recurring	\$ 57,950,207	4.8%	\$ 57,950,216	4.8%	\$ 124,509,448	10.2%	\$ 175,041,094	14.4%
Adjustments - Non-Recurring	\$ 90,750,000	7.4%		0.0%	\$ 88,527,155	7.3%	\$ 25,340,155	2.1%

Board Report - Marketing Update – April 2021 Meeting

Foundational Initiatives (new tools and resources needed for success)

A new summer-into-fall enrollment campaign is taking shape, we are calling it the Get Campaign. As we met about enrollment concerns, a catchy theme emerged in our discussions: we need to get kids re-engaged, we need to get them back to campus, they need to get motivated, we need to help them get back on track. GET!

Outdoor, radio, cable TV, print, social media and more are already starting to feature the Get Campaign. We are also starting to see (very important) logo, color and font continuity.



Get back at it!

The CTE Facility is OPEN!
Register now for summer classes!

Forestry

Develop forest management skills and competence in performing various woodland operations working with landowners, consulting foresters, and forest industries.

Welding

This program provides students with a sound understanding of the science, technology, and applications essential in the welding and metalworking industry.

Jumpstart your career with these hands-on programs! Online and in-person classes are available!

Visit
www.montgomery.edu
or call
910-898-9600
to get started!



Promotional Activities (events and advertising we purchased)

Discover Montgomery County Annual Booklet

Summer Enrollment: Forestry & Welding (3/31)

Press Releases and Stories (sent to media outlets, posted online)

COVID-19 Reflections/Summary

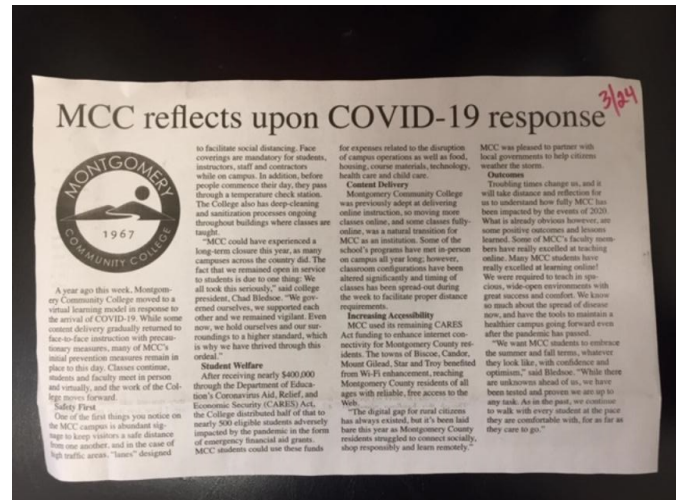
MCC Unveils New Salt Kiln for Pottery Program

Campus Facilities Upgrades

Press Pickups

Wi-Fi Upgrades (3/3)

COVID-19 Reflections/Summary (3/24)



Social Media Statistics (Facebook)

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
New Visitor Pageviews	591	496	392	316	240	365	469	434
Likes	32	16	17	16	23	26	26	24
People Reached with Posts	6,616	2,594	4,816	1,657	1,110	5481	6,597	4,469
People Engaged With Posts	1,769	823	1,380	424	155	1,011	973	884
New Followers	34	18	16	16	22	28	28	23

**Student Government Association
April, 2021**

Juliana Inman has been selected as the 2021-2022 Student Government Association President. Ms. Inman is a junior from Mt. Gilead majoring in Associate in Science at the Early College. She has been active on campus as a Phoenix Ambassador and as a member of Phi Theta Kappa. Juliana is interested in Pharmacy school after she completes her Associate Degree. In addition, four students were selected as Student Ambassadors; Lulea Adams, Associate in Science (EC) from Troy; Ben Harmon, Associate in Arts from Star; Amelia Thompson, Associate in Forest Management from Robbins; and Kaliyah Ratliff, Associate in Science (EC) from Troy.

"Operation Stay Motivated" was introduced to students on March 23, 2021. Four students will be randomly selected in the next several weeks for a \$50 Visa gift card, if they are at least registered for one, three credit hour class and are actively participating and passing their classes. This is in cooperation with the MCC Foundation, who provided the gift cards.

President's Report
April 14, 2021

Activities since the March Board Meeting

3/11/21	Employee Meeting (Virtual)
3/12/21	ERP Committee Meeting (Virtual)
3/16/21	Cabinet/Crisis Management Team Meeting (Virtual)
3/16/21	Technology Committee Meeting (Virtual)
3/17/21	Beekeepers Meeting
3/17/21	NCACCP Business Meeting (Virtual)
3/18/21	Rotary Meeting (Virtual)
3/19/21	NCCCAA Board Meeting (Virtual)
3/19/21	Rotary Seminar (Virtual)
3/23/21	VP Meeting (Virtual)
3/23/21	MCC Archives Project Meeting (Virtual)
3/25/21	Budget Release Review (Virtual)
3/30/21	Cabinet/Crisis Management Team Meeting (Virtual)
3/31/21	MCC Called Board of Trustees Meeting
4/1/21	Greenhouse Project Meeting (Virtual)
4/9/21	ERP Committee Meeting (Virtual)
4/13/21	Cabinet/Crisis Management Team Meeting (Virtual)

Upcoming Activities

4/14/21	Board of Trustees Meeting (Virtual)
4/15/21	Employee Meeting (Virtual)
4/16/21	Communities in Schools Meeting (Virtual)
4/20/21	VP Meeting (Virtual)
4/22/21	Construction Meeting (Virtual)
4/23/21	NCACCT Law/Legislative Meeting (Virtual)
4/27/21	Cabinet/Crisis Management Team Meeting (Virtual)
4/28/21	NCACCP Business Meeting (Virtual)

Board of Trustees Information

<https://www.montgomery.edu/bot>



Board of Trustees Calendar of Events

2021-2022

April 14, 2021	6:00 p.m.	Board Meeting (Virtual)
April 15, 2021		SEI Forms are Due
April 16 - May 14, 2021		Foundation Annual Golf Tournament (Virtual)
April 23, 2021	9:00 a.m. - 2:15 p.m.	NCACCT Virtual Leadership Seminar
April 26, 2021	6:00 p.m.	BLET Graduation
May 11, 2021	4:00 p.m.	LPN Pinning Ceremony
May 12, 2021	1:00 p.m.	Foundation Board Meeting (Virtual)
May 12, 2021	5:30 p.m.	Board Meeting
May 12, 2021	7:00 p.m.	Graduation
June 9, 2021	5:30 p.m.	Committee/Board Meeting
July, 2021		No Board Meeting
August 11, 2021	11:30 a.m.	Foundation Board Meeting
August 11, 2021	5:30 p.m.	Committee/Board Meeting
September 8, 2021	5:30 p.m.	Committee/Board Meeting
October 13, 2021	5:30 p.m.	Committee/Board Meeting
November 10, 2021	5:30 p.m.	Foundation Board Meeting
November 10, 2021	5:30 p.m.	Committee/Board Meeting
December, 2021		No Board Meeting
December 3, 2021	5:30 p.m.	Board Christmas Dinner
January 12, 2022	5:30 p.m.	Committee/Board Meeting
February 9, 2022	5:30 p.m.	Committee/Board Meeting
March 9, 2022	5:30 p.m.	Committee/Board Meeting
April 13, 2022	5:30 p.m.	Committee/Board Meeting