# Montgomery Community College
## Board of Trustees
## January 13, 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 <u>5:00 p.m.</u> 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 <u>5:30 p.m.</u>

**Call in number:** +1 312 626 6799 **Meeting ID Code:** 951 1097 8310

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

https://zoom.us/j/95110978910?pwd=ZWc3VHNoM1dIelNWV0o3b2w0VXZPUT09

If 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, January 13, 2021 at 5:30 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 November 2020 and the December 2020 Board 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 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.

**Standing Committees**

**Budget & Finance Committee**
- November and December Financial Reports – **Appendix B-1 (Action)**
- October and November Foundation Fund Statements – **Appendix B-2**
- Foundation Update

**Building & Grounds Committee**
- Facilities Report – **Appendix C-1**
- Construction Update – **Appendix C-2**

**Personnel Committee**
- Notice of Resignation
  - Director of Human Resources – **Appendix D-1**
- Notice of Retirement
  - Vice President of Student Service – **Appendix D-2**

**Curriculum/Student Services Committee**
- Update from Vice President of Instruction – **Appendix E-1**
  - 2021-2022 Academic Calendar – **Appendix E-2 (Action)**
  - Continuing Education – **Appendix E-3**
  - Accountability and Credibility Plan – **Appendix E-4 (Action)**
- Update from Vice President of Student Services – **Appendix E-5**

**Legislative/Public Relations Committee**

- Legislative Updates
  - Proposed Adoption of Subchapter 1D SBCCC 800 – Credit for Prior Learning – **Appendix F-1**
  - Spring 2021 Academic Calendar Flexibility Memo – **Appendix F-2**
- Marketing Update – **Appendix F-3**

**Institutional Status Committee**

- Policies 5.2.4, Grading System and 5.2.7, Curriculum Course Requirements – **Appendix G-1 – Second Reading (Action)**

**SGA Report – Appendix H**

**President's Report**

- Activities Since Previous Board Meeting **– Appendix I**
  - COVID Update

**Chairman's Report**

- Calendar of Events – **Appendix J**
- **Presidential Evaluation Schedule**
  - Direct Reports turn in forms by January 31.
  - BOT reviews Direct Report Forms at February BOT Meeting.
  - BOT receives evaluation form at February BOT Meeting.
  - BOT returns completed forms by March BOT Meeting.
  - Results are compiled and reviewed by BOT at the Retreat in March.
  - Results are discussed with Dr. Bledsoe at April BOT Meeting.
- Recognition Request

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

**Minutes**

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

**Wednesday, November 11, 2020**

**Call to Order**

The regular meeting of the Board of Trustees of Montgomery Community College was held remotely on Wednesday, November 11, 2020 and was called to order at 7:07 p.m. by Claudia Bulthuis, Chairman with the following members present:

| **Present** | | **Absent** |
|---|---|---|
| Phil Absher | Susan Hershberger | Dr. Katie Dunlap |
| Tawanda Bennett | Gordon Knowles | Robert Harris |
| Claudia Bulthuis | Bill Price | Kerry Hensley |
| Gelynda Capel | Ah'Jada Ingram, SGA President | Dr. Philip Jones |
| Shyla Hairston | | |

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

**Prayer**

Mrs. Bulthuis opened the meeting with prayer.

**Roll Call**

Ms. Atkins called the roll.

Mrs. Bennett joined the meeting at 7:18 p.m.

**Welcome and Announcements**

Mrs. Bulthuis welcomed all in attendance.

Mrs. Bulthuis noted that the meeting was held as a committee of the whole and that all Trustees were allowed to vote on any action item coming to the Board. All votes were taken by roll call and recorded per SB 704.

**Approval of the Agenda and the October 2020 Board Minutes – Appendix A – Action**

Mr. Knowles made a motion, seconded by Mr. Price, to approve the agenda for the November 11, 2020 meeting and the October 2020 Board 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.**

**<u>Budget and Finance Committee</u>**

<u>October Financial Reports – Appendix B-1 (Action)</u>

Dr. Bledsoe presented Appendix C-1, the September Financial Reports.
- As of October 31, 2020, County fund expenditures were $259,166 or, 33% of the budget.
- As of October 31, 2020, there were $361,831 available for Capital Expenditures. A total of $21,000 in funds were spent in HVAC repairs. A total of $26,000 in funds were spent on parking lot repairs. A total of $14,500 were spent on Building 500 repairs.
- As of October 31, 2020, State funds expenditures were $2,490,905 or, 30% of the budget.
- As of October 31, 2020, the Institutional Fund balance was $716,149.
- As of October 31, 2020, the balance in the STIF account was $198,865.

Mr. Knowles made a motion, seconded by Mrs. Bennett, to approve the October Financial Funds reports. On a roll call vote, the motion passed unanimously.

<u>September Foundation Fund Statement – Appendix B-2</u>

Dr. Bledsoe presented Appendix B-2, the September Foundation Fund Statement. As of September 30, 2020, the balance of Foundation Funds totaled $4,264,152.34 with a total decrease of $33,373.08 for the month.

<u>Grants Update – Appendix B-3</u>

Dr. Bledsoe presented Appendix B-3, the Grants Update. Dr. Bledsoe noted that two grants were awarded to Montgomery Community College. The Propane Education and Research Council awarded $5,000 to provide funding the support the incorporation of propane education into the HVAC curriculum. The Sharing Success Community Grant was awarded in the amount of $2,000 to assist with the installation of sanitary water stations on campus.

Mrs. Bulthuis gave an update from the Foundation Board Meeting earlier this afternoon. Mrs. Bulthuis reported that the Foundation Board of Directors approved the nomination of Jim and Sharon Matheny to be awarded the 2020 Humanitarian of the Year. The Foundation Board of Directors also approved the nomination of Andy Speer to be awarded the 2020 Fundraiser of the Year.

**Building and Grounds Committee**

Facilities Report – Appendix C-1

Dr. Bledsoe presented Appendix C-1, the facilities report.

Dr. Bledsoe reported that the road between Building 500 and Blair Hall has been completed. Guide posts have been installed on that road by the maintenance crew for traffic control. Room 512 in Building 500 has been completed. The new Counseling Center has been completed and occupied. The Blair Auditorium has been filled, concrete was poured and has been polished. The room was painted and a new cove base was installed. Photos of the construction mentioned were presented in the report.

Mrs. Hershberger joined the meeting at 7:20 p.m.

Construction Update – Appendix C-2

Dr. Bledsoe presented Appendix C-2, the Construction Update.

Dr. Bledsoe reported that most of the Blair Hall renovations have been completed. The restrooms are waiting for punch list corrections. The State Construction Office inspection will be conducted to put together a punch list for items needing attention in December.
The second round of renovations of Blair Hall will include a new entryway near the newly constructed Student Services. The outdoor amphitheater will be reconstructed to include a shelter and dusk to dawn lighting. Floors have been polished in Building 500, room 512, and the walls have been painted.

Greenhouse Project – Appendix C-3 (Action)

Dr. Bledsoe gave an update on the Greenhouse Project Bids.

Dr. Bledsoe noted that the Greenhouse Project is being separated into three steps. In Appendix C-3, the Greenhouse Project Bids, two of steps listed include the greenhouse kit and the greenhouse engineering. Those two steps were shared with the Board of Trustees. MCC Administration received four quotes on greenhouse kits with different specifications being presented for each quote. Dr. Bledsoe reported that Stuppy Greenhouse presented the lowest bid that included all of the items needed to construct both greenhouses. The other quotes received would only partially construct the greenhouses.

MCC Administration received two quotes from three of the companies that they reached out to. One company quoted to provide the site and foundation plan with mechanical drawings while the other company quoted to provide the site and foundation plan with no mechanical drawings.

Mr. Price made a motion, seconded by Mr. Knowles, to approve the bid from Stuppy Greenhouse and the bid from Labella Associates for the engineering costs. On a roll call vote, the motion passed unanimously.

Dumpster Pad Quote – Appendix C-4 (Action)

Dr. Bledsoe presented Appendix C-4, the Dumpster Pad Quote. Dr. Bledsoe reported that there are dumpsters behind Blair Hall that heavy commercial vehicles often access and cause damage to the asphalt. With the new parking lot being paved, MCC Administration would like to have a dumpster pad poured to prevent commercial vehicles from ruining the new asphalt. The quote includes cutting and removing current asphalt, removing debris, and pouring a durable concrete pad.

Mr. Knowles made a motion, seconded by Mr. Price, to approve the quote from Jeffrey Webb Construction on the Dumpster Pad. On a roll call vote, the motion passed unanimously.

Parking Lot Project – Appendix C-5 (Action)

Dr. Bledsoe presented Appendix C-5, the Parking Lot Project. Dr. Bledsoe reported that the most cost effective way to construct greenhouses on campus, was to locate them in the current parking lot beside the Pottery Building and to pour a new parking lot behind Building 500 where there is currently a pole shed used to store Forestry and Maintenance Equipment. Dr. Bledsoe noted that this project would include tearing down the old pole shed and constructing a new one and removing the old pole shed to pour asphalt for a new parking area.

Dr. Bledsoe noted that four companies were contacted for this project and only one company provided a quote. The quote comes from Jeffrey Webb Construction in the amount of $260,000. Appendix C-5 includes the bid tabulation sheet as well as the bid form from Jeffrey Webb Construction. The bid form from Jeffrey Webb Construction includes a project description on those renovations to be completed.

Mr. Knowles made a motion, seconded by Mrs. Capel, to approve the bid from Jeffrey Webb Construction to complete the Parking Lot Project. On a roll call vote, the motion passed unanimously.

**Personnel Committee**

Personnel Appointments – Appendices D-1 and D-2

Dr. Bledsoe presented Appendix D-1, the personnel appointment form for Jessica Russell, NCWorks Customer Service Specialist.

Dr. Bledsoe presented Appendix D-2, the personnel appointment form for Marcus Ervin, HVAC Technician.

**Curriculum/Student Services Committee**

Update from Vice President of Instruction – Appendix E-1

Dr. Bledsoe presented Appendix E-1, the update on Instructional Activities.

Dr. Bledsoe reported that the 2021 Shot Show has been cancelled for January, 2021. The College had planned on limited participation because of COVID concerns and travel restrictions. The program will look forward to returning for the 2022 Shot Show. Gunsmithing students continue

to work on their fall projects along with a number of NRA short course opportunities. In addition, a short course in Computer Aided Drafting has eight students in it. Students are learning how to use and program with the new CAD mill.

The Forestry Program has a couple projects that they are working on this month. They are in the process of moving the two Japanese Maple Trees out of the path of the new archway and entrance for the College. The small tree has been transplanted and seems to be doing well; the larger tree is a long shot but the students are hopeful. In addition, Luke Kruger, our Sustainable Agriculture instructor has taken cuttings to try to grow the tree.

The Educational Partnership Staff is working with the Counselors at the Central High School to schedule students for Spring 2021. Partnership staff and school counselors will advise students at the new high school on November 16 – 20, 2020 with three days in person and two days virtual. This spring term will be the first semester with classes on all three of the connected campuses.

The College staff and the Montgomery County Schools have developed a synchronized bell schedule that will allow students to take classes at any of the campuses in all four blocks.

The College has signed the updated Pirate Promise with East Carolina University. The new plan allows Associate Degree Nursing students to be eligible to apply for Pirate Promise.  The MOU will be reviewed every three years.

Regional health providers are hiring our Health and Human Services Students even before they complete their programs. Montgomery County Health Department has hired a Medical Office Administration student for a billing and coding position who will be graduating in May, 2021. Moore Regional Hospital has hired a Phlebotomy student who will graduate in December, 2020.

Update on Continuing Education – Appendix E-2

Dr. Bledsoe presented Appendix E-2, the update from Continuing Education.

A Business Administration student and WIOA participant applied for and was approved for the Finish Line Grant to help overcome financial challenges. Due to a difficult start to the semester, this student reduced her hours at work to focus on school and to incorporate time for tutoring. Financial woes brought on by the pandemic forced the student to consider dropping out. With the financial and educational support, the student remains on track to graduate in the spring of 2021.

The College and Career Readiness program continues to expand its' English as Second Language/English Language Learner (ESL/ELL) programming. At this time, MCC has 30 students in the program split between two classes. Both classes are hosted in Candor. Additional locations and opportunities are being sought out in Mt. Gilead with the assistance of MCC employee Touger Vang.

The Small Business Center (SBC) and Workforce Development Center (WFDC) are sending out digital newsletters. There is a 26.1% open rate among the 2,300 subscribers. The average open rate for most organizations is 10%. On October 27, 2020, the Small Business Center hosted a successful virtual Outdoor Recreation Business Summit.

The Workforce Development Center hosted a career awareness event on multiple days in October that allowed Ameriqual Aseptic, Energizer, and Troy Lumber Company to share career

opportunities with students. Each company was designated a day and time to set up a booth in the CTE Building to meet with students enrolled in technical programs at the college. Each company gave a tour of the CTE building and discussed future training opportunities and capabilities with staff.

In partnership with Crisistec MCC hosted a 60 hour NC Technical Rescue Wilderness Rescue Certification program. 36 emergency service men and women successfully completed the program. Program participants learned mapping, compass reading, tracking, survival, wilderness rescue, along with many other valuable rescue skills. The majority of the class took place at MCC's Forestry Lab and the Uwharrie National Forest.

Pirate Promise Agreement – Appendix E-3

Dr. Bledsoe presented Appendix E-3, the Pirate Promise Agreement. He reported that this co-admission agreement is between East Carolina University and Montgomery Community College to improve transfer student access and success through a collaborative baccalaureate degree completion program.

Student Fee Chart – Appendix E-4 (Action)

Dr. Bledsoe presented Appendix E-4, the Student Fee Chart. Dr. Bledsoe noted that there was an increase in the program fee for two nursing curriculum programs. He also noted that the College added a fee for the continuing education CPR course to include a CPR card with completion of the class.

Mr. Price made a motion, seconded by Mr. Knowles, to approve the Student Fee Chart. On a roll call vote, the motion passed unanimously.

Update from Vice President of Student Services – Appendix E-5

Dr. Bledsoe presented Appendix E-5, the update from Student Services. In October, Student Services implemented a new initiative designed to help increase MCC's number of certificate, diploma, and degree graduates. Finish First NC is a high-impact solution that identifies students who have fulfilled requirements to complete credentials but have not claimed them. The program also identifies students within striking distance of completing a credential, so colleges can encourage them to finish it. Wake Technical Community College and the NC Community College System Office are offering FFNC at no charge to NC community colleges.

Students will soon have the option of having their MCC transcript sent electronically to other colleges and to employers. The service will be provided by the National Student Clearinghouse (NSC), an organization we have been working closely with for years in the areas of educational reporting, verification, and research. Electronic transcripts are often delivered within minutes of the submitted request. Those preferring to request a transcript directly from MCC will still have that option.

**Legislative/Public Relations Committee**

Legislative Updates

Dr. Bledsoe noted that there were not an update on legislative activities.

Marketing Update – Appendix F-1

Dr. Bledsoe shared Appendix F-1, the Marketing update. He reported that several press release stories were picked up by the Montgomery Herald and have also been posted on the Colleges social media sites. Mrs. Morgan is working on a new format for the tabloid and the tabloid should be completed soon.

**Institutional Status Committee**

Policies 5.2.4, Grading System and 5.2.7, Curriculum Course Requirements – Appendix G-1 – First Reading

Dr. Bledsoe presented Policies 5.2.4, Grading System and 5.2.7, Curriculum Course Requirements for first reading. Discussion was held on the updates to the policies and additional recommendations were made on those updates. Additional changes will be made based on those recommendations and the policies will be presented at the next Board Meeting.

Business Continuity Plan

Dr. Bledsoe shared a copy of the Business Continuity Plan with the Board of Trustees and he noted that it has been updated for the 2020-2021 year with no significant changes being made.

**SGA Report – Appendix H**

Ms. Ingram shared Appendix H, the SGA Report. The Spooktacular event was held in a different way this year. The SGA gave out 200 trick or treat bags to students around campus. They also hosted a virtual pumpkin carving and decorating party. Several photos were shared of the pumpkins that were carved.

Ms. Ingram also noted that elections for SGA officers will take place in November. Generating interest in the SGA is proving to be a challenge this fall because of the pandemic. With no face-to-face activities taking place and most of the students taking online classes rather than coming to campus, getting students involved has been difficult. The SGA members are hoping for a return to normal and will continue to promote the SGA to MCC students.

**President's Report – Dr. Chad Bledsoe – Appendix I**

Dr. Bledsoe reported on activities since the last meeting and upcoming activities as noted in Appendix I. 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 shared a COVID-19 update for the fall semester. There are currently two active, and there have been 63 positive COVID-19 cases with students and employees, but there has been no person to person transmission on campus. Dr. Bledsoe noted that MCC will be using COVID funds to hire someone to fog rooms after they have been used.
- Dr. Bledsoe reported that the memorial garden will be moved during construction of the new archway and it will be replaced once construction is complete.

- The annual pottery sale will be held with online and in person from December 1-4, 2020. Face masks are still required on campus.
- Dr. Bledsoe reported a decline in basic skills programs. The College has lost one teaching center. With changes at southern correctional, there are currently only 90 inmates which has reduced the ability to teach at the prison. The RISE program has had an increase in FTE and the ESL classes are being expanded.
- Dr. Bledsoe notified the Board that Carol Holton has taken a leave of absence. Dr. Bledsoe will be the contact person for Institutional Effectiveness needs during her absence.
- Dr. Bledsoe reported that Rebekah Bunting, Biology Instructor, has been selected as a semi-finalist for the Excellence in Teaching Award by the North Carolina Community College System.

**Chairman's Report – Claudia Bulthuis, Chairman – Appendix J**

Mrs. Bulthuis presented Appendix J, the calendar of events; she noted that due to the COVID-19 pandemic, upcoming events have been cancelled. In addition to the calendar, she noted the following:

- Mrs. Bulthuis shared Appendix J, the Calendar of Events. She noted that the Board Christmas dinner has been canceled. She wished the Trustees and blessed Thanksgiving and Christmas.
- Mrs. Bulthuis reported that she attended a virtual seminar for Board Chairs. She noted that a key message from the seminar was how to be an open and effective Board. She reminded the Trustees that she, along with Vice Chairman Knowles and Dr. Bledsoe are always open and available.

There being no further business, the November 11, 2020 Board meeting was adjourned at 8:17 p.m.

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Claudia Bulthuis, Chairman

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

**Wednesday, November 11, 2020**

| Board Members | Agenda and October Board Minutes | Financial Reports | Greenhouse Project | Dumpster Pad Quote | Parking Lot Project | Student Fee Chart |
|---|---|---|---|---|---|---|
| Phil Absher | Yes | Yes | Yes | Yes | Yes | Yes |
| Tawanda Bennett | Yes | Yes | Yes | Yes | Yes | Yes |
| Claudia Bulthuis | Yes | Yes | Yes | Yes | Yes | Yes |
| Gelynda Capel | Yes | Yes | Yes | Yes | Yes | Yes |
| Dr. Katie Dunlap | Absent | Absent | Absent | Absent | Absent | Absent |
| Shyla Hairston | Yes | Yes | Yes | Yes | Yes | Yes |
| Robert Harris | Absent | Absent | Absent | Absent | Absent | Absent |
| Kerry Hensley | Absent | Absent | Absent | Absent | Absent | Absent |
| Susan Hershberger | Yes | Yes | Yes | Yes | Yes | Yes |
| Dr. Philip Jones | Absent | Absent | Absent | Absent | Absent | Absent |
| Gordon Knowles | Yes | Yes | Yes | Yes | Yes | Yes |
| Bill Price | Yes | Yes | Yes | Yes | Yes | Yes |

Appendix A

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**Minutes**

**Called Meeting of the Board of Trustees**
**Montgomery Community College**

**Wednesday, December 16, 2020**

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**Call to Order**

The called meeting of the Board of Trustees of Montgomery Community College was held remotely on Wednesday, December 16, 2020 and was called to order at 5:31 p.m. by Claudia Bulthuis, Chairman with the following members present:

| <u>Present</u> | | <u>Absent</u> |
|---|---|---|
| Claudia Bulthuis | Dr. Philip Jones | Phil Absher |
| Gelynda Capel | Gordon Knowles | Tawanda Bennett |
| Dr. Katie Dunlap | Bill Price | Susan Hershberger |
| Shyla Hairston | Ah'Jada Ingram, SGA President | |
| Robert Harris | | |
| Kerry Hensley | | |

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

**Prayer**

Mrs. Bulthuis opened the meeting with prayer. She asked the Board of Trustees to remember the family of Lowell Russell, former trustee.

**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.

Dr. Bledsoe provided a brief update on college activities. He reported that, for the first time, the institution was able to give out a Christmas bonus to all full time employees. The projects for the amphitheater and the greenhouse are coming along.

Dr. Bledsoe along with several other members of the College were able to virtually attend the annual SACSCOC conference. Enrollment in prison programs are down due to high cases of COVID. Quality Trails will be held virtually in January for employees. Dr. Bledsoe also noted that a new System President has been selected, his name is Mr. Thomas Stith.

Mrs. Shyla Hairston joined the meeting at 5:54 p.m.

**Approval of the Agenda - Action**

Mr. Knowles made a motion, seconded by Dr. Jones, to approve the agenda for the December 16, 2020 meeting. 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.

**MCC Organizational Chart**

Dr. Bledsoe presented the revisions to the Trustees.

Mr. Knowles made a motion, seconded by Mr. Price, to approve the MCC Organizational Chart as revised. On a roll call vote, the motion passed unanimously.

There being no further business, Mr. Price made a motion, seconded by Mr. Knowles, to adjourn the December 16, 2020 Board meeting at 5:56 p.m. The motion carried.

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Claudia Bulthuis, Chairman

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

**Wednesday, December 16, 2020**

| <u>Board Members</u> | <u>Approval of the Agenda</u> | <u>MCC Organizational Chart</u> |
|---|---|---|
| Phil Absher | Absent | Absent |
| Tawanda Bennett | Absent | Absent |
| Claudia Bulthuis | Yes | Yes |
| Gelynda Capel | Yes | Yes |
| Dr. Katie Dunlap | Yes | Yes |
| Shyla Hairston | Yes | Yes |
| Robert Harris | Yes | Yes |
| Kerry Hensley | Yes | Yes |
| Susan Hershberger | Absent | Absent |
| Dr. Philip Jones | Yes | Yes |
| Gordon Knowles | Yes | Yes |
| Bill Price | Yes | Yes |

# Montgomery Community College
## County Funds - Board Report for November 2020

|  | 2020-2021 Budget Allotment | Expenditures to Date | Budget Balance | % Budget Expended YTD FY21 |
|---|---|---|---|---|
| Salaries | 244,548 | 102,361 | 142,187 | **42%** |
| Benefits | 125,518 | 55,153 | 70,365 | **44%** |
| Contracted Services | 12,361 | 7,074 | 5,287 | **57%** |
| Supplies & Materials | 44,927 | 30,387 | 14,540 | **68%** |
| Professional Development (Travel) | 2,799 | 25 | 2,774 | **1%** |
| Utilities | 289,918 | 121,096 | 168,822 | **42%** |
| Repairs & Maintenance | 33,657 | 16,753 | 16,904 | **50%** |
| Membership & Dues | 2,660 | - | 2,660 | **0%** |
| Insurance & Bonding | 31,172 | 420 | 30,752 | **1%** |
| Other Current Expenses | 5,876 | 1,844 | 4,032 | **31%** |
| Non-Capitalized Equipment | 964 | - | 964 | **0%** |
| **Total Current Expense** | **794,400** | **335,113** | **459,287** | **42%** |

**RESTRICTED SALES TAX FUNDS (Held by County)**

| | |
|---|---|
| Life-to-date Revenues as of State's September 2020 Report | **745,486** |
| Add:  Prior FY Property Tax Allocations from County Report | **308,650** |
| Add:  FY20 Property Tax Allocation from County Report | **1,318** |
| Add:  Prior FY Capital Appropriations from County (not sales tax revenue) | **175,000** |
| **Total Revenue** | **1,230,454** |
| 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 $14.5K) | (61,110) |
| **TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 11/30/20** | **$     372,949** |

# Montgomery Community College
## State Funds - Board Report for November 2020

| | 2020-2021 Budget Allotment | Expenditures to Date | Budget Balance | % Budget Expended YTD FY21 |
|---|---|---|---|---|
| Salaries- Full Time | 4,220,688 | 1,684,132 | 2,536,556 | 40% |
| Salaries- Part Time | 921,414 | 316,960 | 604,454 | 34% |
| **Salaries- Full Time & Part Time** | **5,142,102** | **2,001,091** | **3,141,011** | **39%** |
| | | | | |
| **Benefits** | **1,830,446** | **770,170** | **1,060,276** | **42%** |
| | | | | |
| Contracted Instruction | 135,998 | 25,170 | 110,828 | 19% |
| Financial/Audit Services | 48,992 | 4,258 | 44,734 | 9% |
| I.T. Contracted Services | 66,125 | 30,000 | 36,125 | 45% |
| Other Contracted Services | 62,224 | 36,180 | 26,044 | 58% |
| **Contracted Services** | **313,339** | **95,608** | **217,731** | **31%** |
| | | | | |
| **Supplies & Materials** | **285,350** | **88,208** | **197,142** | **31%** |
| | | | | |
| **Professional Development & Travel** | **122,259** | **8,331** | **113,928** | **7%** |
| | | | | |
| **Communications** | **157,268** | **22,771** | **134,497** | **14%** |
| | | | | |
| Equipment Repair | 29,405 | 2,769 | 26,636 | 9% |
| Maintenance Agreements | 136,966 | 12,051 | 124,915 | 9% |
| **Equipment Repairs & Maintenance Contracts (I.T. Equipment)** | **166,371** | **14,821** | **151,550** | **9%** |
| | | | | |
| **Advertising** | **76,850** | **10,586** | **66,264** | **14%** |
| | | | | |
| Credit Card Electronic Processing | 11,680 | 5,105 | 6,575 | 44% |
| Child Care Assistance Grant | 23,121 | 3,152 | 19,969 | 14% |
| WCE GEER Scholarships | 72,750 | 5,000 | 67,750 | 7% |
| Project Skill-Up-Student Assistance | 8,894 | 4,623 | 4,271 | 52% |
| Other Current Expense | 25,190 | 11,891 | 13,299 | 47% |
| **Other Current Services** | **141,635** | **29,771** | **111,864** | **21%** |
| | | | | |
| Software License Renewal | 38,188 | 401 | 37,787 | 1% |
| Other I.T. Rentals/ Leases | 57,395 | 52,656 | 4,739 | 92% |
| **IT Rentals/Leases/Licenses** | **95,583** | **53,057** | **42,526** | **56%** |

# Montgomery Community College
## State Funds - Board Report for November 2020

| | 2020-2021 Budget Allotment | Expenditures to Date | Budget Balance | % Budget Expended YTD FY21 |
|---|---|---|---|---|
| **Insurance and Bonding** | **7,900** | **0** | **7,900** | **0%** |
| **Membership & Dues** | **29,494** | **7,228** | **22,266** | **25%** |
| **Minor Equipment** | **138,638** | **39,939** | **98,699** | **29%** |
| **Total Current Expense** | **8,507,235** | **3,141,579** | **5,365,656** | **37%** |
| Equipment | 706,217 | 26,264 | 679,953 | 4% |
| Perkins Equipment | 41,742 | - | 41,742 | 0% |
| Healthcare/First Responders Equip | 30,680 | 29,400 | 1,280 | 96% |
| PPE & COVID 19 Testing Equip | 21,961 | - | 21,961 | 0% |
| Books | 31,951 | 5,748 | 26,203 | 18% |
| **Equipment & Books** | **832,551** | **61,412** | **771,139** | **7%** |
| **Total Expenses** | **9,339,786** | **3,202,991** | **6,136,795** | **34%** |

## Montgomery Community College
## Institutional Funds- Board Report for November 2020

| | 2020-21 Revenue | 2020-21 Expense | Cash Balance 11/30/20 |
|---|---|---|---|
| **1** Pell Overpayments | - | - | (8,944) |
| Veterans Reporting Fee | - | - | 1,276 |
| Overhead Receipts 75% | | 1,150 | 14,831 |
| Current General & Miscellaneous | 570 | 550 | 14,901 |
| Administrative Support | 600 | 698 | (570) |
| Overhead Receipts 25% | 237 | - | 10,685 |
| Excess Fee Receipts | 27 | 27 | - |
| Textbook Rental | 14,810 | 8,625 | 25,423 |
| College Work Study | 3,335 | 3,335 | - |
| **Total Institutional Support** | **19,578** | **14,384** | **57,603** |
| Forestry Program | 100 | 750 | 6,456 |
| Specific Fees | 39,114 | 27,579 | 106,684 |
| Live Projects: Taxidermy | - | - | 349 |
| Self Supporting Curriculum | - | 27 | 20,157 |
| Distance Learning | - | - | 1,224 |
| NC Live Grant | - | - | 409 |
| Technology Fee-Curriculum | 9,894 | 278 | 64,255 |
| **Total Curriculum Instruction & Fees** | **49,108** | **28,633** | **199,534** |
| Scrap Metal Fund HVAC | - | - | 768 |
| Self Supporting | 1,977 | 12,842 | 71,045 |
| Community Service | - | - | 1,712 |
| Career Readiness | - | - | 2,173 |
| Small Business Center | 223 | - | 9,046 |
| Specific Fees: Occupational Extension | 6,024 | 3,391 | 86,722 |
| Horticulture: Live Project | - | - | 878 |
| CE Grants/Scholarships | 68,000 | 12,300 | 58,226 |
| Fire Training Center Grant | - | - | 12,312 |
| Technology Fee: Continuing Education | - | - | 2,008 |
| CARES Act-Institutional | 105,992 | 105,992 | - |
| CARES Act-SIP | 14,021 | 14,021 | - |
| CARES Act-FIPSE | 4,911 | 4,911 | - |
| **Total Cont Ed/Non-Curriculum Inst & Fees** | **201,148** | **153,457** | **244,887** |
| **2** NCWorks Grant Adult Services/Dislocated Worker | 37,638 | 53,083 | (15,445) |
| **2** NCWorks Finish Line Grant | 1,878 | 2,480 | (602) |
| **Total NC Works** | **39,516** | **55,563** | **(16,047)** |
| Operational Funds | 1,217 | 17,766 | 57,643 |
| **3** Sales Tax Utilization | 46,590 | 61,110 | (14,520) |
| **Total Plant Operation & Maintenance** | **47,807** | **78,876** | **43,123** |

# Montgomery Community College
## Institutional Funds- Board Report for November 2020

| | 2020-21 Revenue | 2020-21 Expense | Cash Balance 11/30/20 |
|---|---|---|---|
| Vending | 1,363 | 119 | 12,790 |
| Bookstore Vending | 5,067 | - | 52,270 |
| General Store | 42 | (880) | 1,228 |
| Parking Fee | 1,893 | 24,608 | 26,386 |
| Student Government Association | 14,276 | 2,842 | 46,287 |
| Graduation Fund | 319 | 68 | 2,010 |
| Student Ambassador | 1,650 | 3,101 | 27,625 |
| Club Accounts | - | - | 99,225 |
| 4 Agency Fund | - | - | (18,134) |
| Funds for Others | - | - | 11,223 |
| Restricted Scholarships Held | - | - | 4,726 |
| **Total Proprietary/Other** | **24,610** | **29,857** | **265,635** |
| GEER Scholarship | 5,000 | 250 | - |
| FSEOG | 15,494 | 15,230 | 264 |
| 5 Pell Grant | 542,067 | 542,067 | - |
| Education Lottery Scholarship | 18,276 | 18,226 | 50 |
| 6 Golden LEAF | 9,188 | 13,435 | (4,248) |
| NC Community College Grant | 22,379 | 22,080 | 298 |
| High Demand/Low Enrollment | - | - | - |
| 7 MCC Foundation Scholarship | 71,496 | 74,116 | - |
| Wells Fargo Scholarship | 500 | 250 | 250 |
| Less Than Half-time | 2,484 | 390 | 2,094 |
| SGA President Scholarship | 750 | 750 | - |
| SECU Scholarships | 5,000 | 5,000 | - |
| CARES Act | - | - | - |
| **Total Student Aid- Grants & Scholarships** | **692,633** | **691,794** | **(1,292)** |
| Capital Projects- Sales Tax Utilization | - | - | - |
| Bond-Bldg 100 Int/HVAC/Roof | 308,679 | 308,679 | - |
| Bond-Blair Hall & Outside Amphitheater | 161,096 | 161,096 | - |
| **Total Capital Assets** | **469,775** | **469,775** | **-** |
| **Total Institutional Funds: First Bank** | **1,544,175** | **1,522,339** | **793,442** |

| STIF Account as of 11/30/20 | Interest This Year | Prior Y.E. Balance | Current Balance |
|---|---|---|---|
| Operational Funds | 117 | 44,887 | 45,004 |
| Self Supporting- Continuing Education | 28 | 10,851 | 10,879 |
| Technology Fees | 208 | 79,697 | 79,905 |
| Bookstore | 164 | 62,913 | 63,077 |
| **Total Institutional Funds: State Treasury** | **518** | **198,348** | **198,865** |

1 **Pell Overpayment(Due from Students)**

# Montgomery Community College
## Institutional Funds- Board Report for November 2020

| | 2020-21 Revenue | 2020-21 Expense | Cash Balance 11/30/20 |
|---|---|---|---|

2 **Due from NC Works (WIOA)**

3 **Due from County**

4 **Financial Aid Bookstore Charges**

5 **Due from Dept of Ed**

6 **Due from Golden LEAF**

7 **Due from MCC Foundation**

# Montgomery Community College
## County Funds - Board Report for December 2020

| | 2020-2021 Budget Allotment | Expenditures to Date | Budget Balance | % Budget Expended YTD FY21 |
|---|---|---|---|---|
| Salaries | 244,548 | 127,919 | 116,629 | **52%** |
| Benefits | 125,518 | 66,087 | 59,431 | **53%** |
| Contracted Services | 12,361 | 8,361 | 4,000 | **68%** |
| Supplies & Materials | 44,927 | 31,208 | 13,719 | **69%** |
| Professional Development (Travel) | 2,799 | 25 | 2,774 | **1%** |
| Utilities | 289,918 | 141,787 | 148,131 | **49%** |
| Repairs & Maintenance | 33,657 | 18,031 | 15,626 | **54%** |
| Membership & Dues | 2,660 | - | 2,660 | **0%** |
| Insurance & Bonding | 31,172 | 595 | 30,577 | **2%** |
| Other Current Expenses | 5,876 | 2,427 | 3,449 | **41%** |
| Non-Capitalized Equipment | 964 | - | 964 | **0%** |
| **Total Current Expense** | **794,400** | **396,440** | **397,960** | **50%** |

**RESTRICTED SALES TAX FUNDS (Held by County)**

| | |
|---|---|
| Life-to-date Revenues as of State's October 2020 Report | **756,597** |
| Add: Prior FY Property Tax Allocations from County Report | **308,650** |
| Add: FY20 Property Tax Allocation from County Report | **1,318** |
| Add: Prior FY Capital Appropriations from County (not sales tax revenue) | **175,000** |
| **Total Revenue** | **1,241,565** |
| 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 $14.5K, Dumpster Pad $6.4, HVAC $2.8K ) | (70,295) |
| **TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 12/31/20** | **$ 374,875** |

# Montgomery Community College
## State Funds - Board Report for December 2020

| | 2020-2021 Budget Allotment | Expenditures to Date | Budget Balance | % Budget Expended YTD FY21 |
|---|---|---|---|---|
| Salaries- Full Time | 4,220,688 | 2,074,139 | 2,146,549 | 49% |
| Salaries- Part Time | 921,414 | 382,019 | 539,395 | 41% |
| **Salaries- Full Time & Part Time** | **5,142,102** | **2,456,158** | **2,685,944** | **48%** |
| | | | | |
| **Benefits** | **1,830,446** | **926,637** | **903,809** | **51%** |
| | | | | |
| Contracted Instruction | 135,998 | 25,170 | 110,828 | 19% |
| Financial/Audit Services | 48,992 | 4,258 | 44,734 | 9% |
| I.T. Contracted Services | 66,125 | 30,000 | 36,125 | 45% |
| Other Contracted Services | 62,224 | 36,180 | 26,044 | 58% |
| **Contracted Services** | **313,339** | **95,608** | **217,731** | **31%** |
| | | | | |
| **Supplies & Materials** | **285,073** | **109,653** | **175,420** | **38%** |
| | | | | |
| **Professional Development & Travel** | **122,259** | **12,931** | **109,328** | **11%** |
| | | | | |
| **Communications** | **157,268** | **136,027** | **21,241** | **86%** |
| | | | | |
| Equipment Repair | 29,405 | 2,769 | 26,636 | 9% |
| Maintenance Agreements | 136,966 | 13,427 | 123,539 | 10% |
| **Equipment Repairs & Maintenance Contracts (I.T. Equipment)** | **166,371** | **16,196** | **150,175** | **10%** |
| | | | | |
| **Advertising** | **76,850** | **12,397** | **64,453** | **16%** |
| | | | . | |
| Credit Card Electronic Processing | 11,680 | 5,105 | 6,575 | 44% |
| Child Care Assistance Grant | 23,121 | 4556.93 | 18,564 | 20% |
| WCE GEER Scholarships | 72,750 | 13,000 | 59,750 | 18% |
| Project Skill-Up-Student Assistance | 8,894 | 4,623 | 4,271 | 52% |
| Other Current Expense | 25,256 | 14,060 | 11,196 | 56% |
| **Other Current Services** | **141,701** | **41,345** | **100,356** | **29%** |
| | | | | |
| Software License Renewal | 38,188 | 4,717 | 33,471 | 12% |
| Other I.T. Rentals/ Leases | 57,395 | 53,408 | 3,987 | 93% |
| **IT Rentals/Leases/Licenses** | **95,583** | **58,125** | **37,458** | **61%** |

# Montgomery Community College
## State Funds - Board Report for December 2020

| | 2020-2021 Budget Allotment | Expenditures to Date | Budget Balance | % Budget Expended YTD FY21 |
|---|---|---|---|---|
| **Insurance and Bonding** | **7,900** | **0** | **7,900** | **0%** |
| **Membership & Dues** | **29,494** | **7,228** | **22,266** | **25%** |
| **Minor Equipment** | **138,638** | **43,844** | **94,794** | **32%** |
| **Total Current Expense** | **8,507,024** | **3,916,149** | **4,590,875** | **46%** |
| Equipment | 706,217 | 280,878 | 425,339 | 40% |
| 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% |
| Books | 31,951 | 13,337 | 18,614 | 42% |
| **Equipment & Books** | **832,551** | **366,365** | **466,186** | **44%** |
| **Total Expenses** | **9,339,575** | **4,282,514** | **5,057,061** | **46%** |

## Montgomery Community College
### Institutional Funds- Board Report for December 2020

| | | | 2020-21 Revenue | 2020-21 Expense | Cash Balance 12/31/20 |
|---|---|---|---|---|---|
| **1** | 01-121 | Pell Overpayments | - | - | (8,944) |
| | 01-128 | Veterans Reporting Fee | - | - | 1,276 |
| | 01-132 | Overhead Receipts 75% | 729 | 1,378 | 12,465 |
| | 01-133 | Current General & Miscellaneous | 641 | 601 | 25,350 |
| | 01-134 | Administrative Support | 777 | 2,461.29 | - |
| | 01-135 | Overhead Receipts 25% | 243 | - | 10,691 |
| | 01-139 | Excess Fee Receipts | 54 | 54 | - |
| | 01-142 | Textbook Rental | 14,870 | 8,512 | 25,596 |
| | 02-131 | College Work Study | 3,864 | 3,864 | - |
| | | **Total Institutional Support** | **21,177** | **16,870** | **66,435** |
| | 01-222 | Forestry Program | 100 | 750 | 6,456 |
| | 01-291 | Specific Fees | 42,013 | 27,740 | 109,421 |
| | 01-294 | Live Projects: Taxidermy | - | - | 349 |
| | 02-228 | Self Supporting Curriculum | - | 54 | 20,130 |
| | 02-229 | Distance Learning | - | - | 1,224 |
| | 02-232 | NC Live Grant | - | - | 409 |
| | 02-292 | Technology Fee-Curriculum | 10,742 | 480 | 64,900 |
| | | **Total Curriculum Instruction & Fees** | **52,855** | **29,024** | **202,889** |
| | 01-314 | Scrap Metal Fund HVAC | - | - | 768 |
| | 01-315 | Self Supporting | 7,595 | 14,275 | 75,230 |
| | 01-331 | Community Service | - | - | 1,712 |
| | 01-352 | Career Readiness | - | - | 2,173 |
| | 01-363 | Small Business Center | 223 | - | 9,046 |
| | 01-391 | Specific Fees: Occupational Extension | 9,687 | 3,604 | 90,171 |
| | 01-394 | Horticulture: Live Project | - | - | 878 |
| | 02-327 | CE Grants/Scholarships | 69,000 | 12,300 | 59,226 |
| | 02-383 | Fire Training Center Grant | - | - | 12,312 |
| | 02-392 | Technology Fee: Continuing Education | - | - | 2,008 |
| | 02-851 | CARES Act-Institutional | 137,624 | 137,624 | - |
| | | **Total Cont Ed/Non-Curriculum Inst & Fees** | **224,128** | **167,803** | **253,522** |
| **2** | 02-425 | NCWorks Grant Adult Services/Dislocated Worker | 42,808 | 65,388 | (22,580) |
| **2** | 02-428 | NCWorks Finish Line Grant | 1,878 | 2,649 | (771) |
| | | **Total NC Works** | **44,686** | **68,037** | **(23,351)** |
| | 01-621 | Operational Funds | 1,217 | 19,907 | 55,502 |
| **3** | 01-622 | Sales Tax Utilization | 46,590 | 70,295 | (23,706) |
| | | **Total Plant Operation & Maintenance** | **47,807** | **90,202** | **31,796** |
| | 05-715 | Vending | 1,625 | 360 | 12,810 |
| | 05-716 | Bookstore Vending | 5,067 | - | 52,270 |
| | 05-721 | General Store | 42 | (880) | 1,228 |
| | 05-740 | Parking Fee | 2,088 | 24,608 | 26,581 |
| | 05-770 | Student Government Association | 15,707 | 3,446 | 47,114 |
| | 05-771 | Graduation Fund | 379 | 68 | 2,070 |
| | 05-774 | Student Ambassador | 1,809 | 3,101 | 27,784 |
| | 09-772 | Club Accounts | - | - | 72,047 |

## Montgomery Community College
## Institutional Funds- Board Report for December 2020

| | | | 2020-21 Revenue | 2020-21 Expense | Cash Balance 12/31/20 |
|---|---|---|---|---|---|
| 4 | 09-773 | Agency Fund | - | - | (18,786) |
| | 09-775 | Funds for Others | - | - | 12,176 |
| | 09-776 | Restricted Scholarships Held | - | - | 5,226 |
| | | **Total Proprietary/Other** | **26,718** | **30,702** | **240,520** |
| | 02-551 | GEER Scholarship | 13,000 | 13,000 | - |
| | 02-823 | FSEOG | 15,494 | 15,230 | 264 |
| 5 | 02-824 | Pell Grant | 541,377 | 541,377 | (2,169) |
| | 02-831 | Education Lottery Scholarship | 18,276 | 18,226 | 50 |
| 6 | 02-833 | Golden LEAF | 9,938 | 14,185 | (4,248) |
| | 02-835 | NC Community College Grant | 22,378 | 22,318 | 60 |
| | 02-836 | High Demand/Low Enrollment | 852 | 852 | - |
| | 02-837 | MCC Foundation Scholarship | 71,496 | 74,116 | - |
| | 02-838 | Wells Fargo Scholarship | 500 | 250 | 250 |
| | 02-839 | Less Than Half-time | 1,632 | 390 | 1,242 |
| | 02-842 | SGA President Scholarship | 750 | 750 | - |
| | 02-845 | SECU Scholarships | 5,000 | 5,000 | - |
| | 02-850 | CARES Act | - | - | - |
| | | **Total Student Aid- Grants & Scholarships** | **700,692** | **705,694** | **(4,551)** |
| 7 | 07-918 | Capital Projects- Sales Tax Utilization | - | 1,100 | (1,100) |
| | 07-925 | Bond-Bldg 100 Int/HVAC/Roof | 308,679 | (148,687) | - |
| | 07-925 | Bond-Blair Hall & Outside Amphitheater | 161,096 | 161,096 | - |
| | | **Total Capital Assets** | **469,775** | **13,509** | **(1,100)** |
| | | **Total Institutional Funds: First Bank** | **1,587,837** | **1,121,841** | **766,159** |

| STIF Account as of 12/31/20 | Interest This Year | Prior Y.E. Balance | Current Balance |
|---|---|---|---|
| Operational Funds | 148 | 44,887 | 45,035 |
| Self Supporting- Continuing Education | 36 | 10,851 | 10,887 |
| Technology Fees | 262 | 79,697 | 79,960 |
| Bookstore | 207 | 62,913 | 63,120 |
| **Total Institutional Funds: State Treasury** | **653** | **198,348** | **199,001** |

1 **Pell Overpayment(Due from Students)**
2 **Due from NC Works (WIOA)**
3 **Due from County**
4 **Financial Aid Bookstore Charges**
5 **Due from Students**
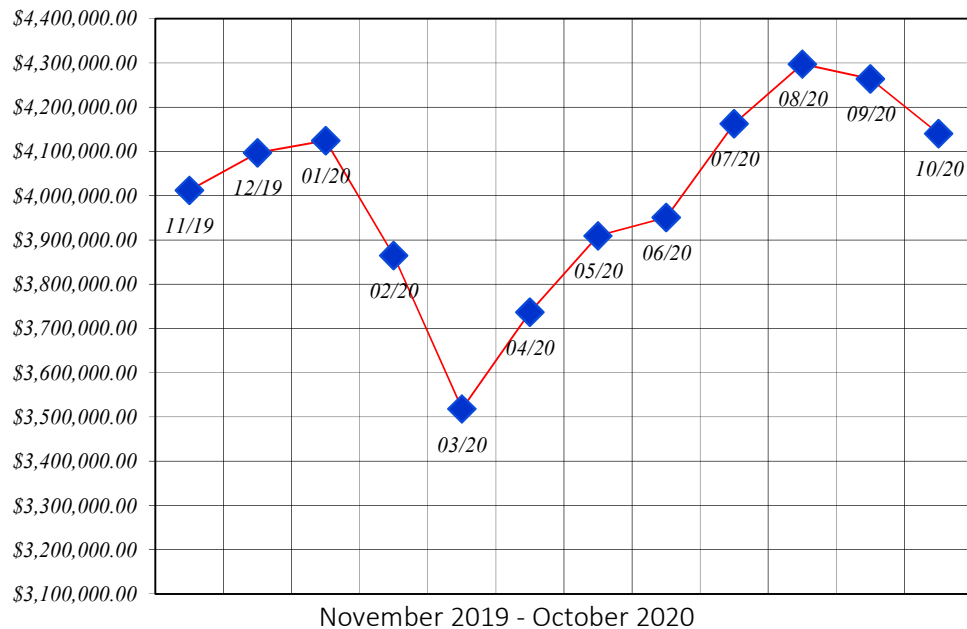6 **Due from Golden LEAF**
7 **Due from County**

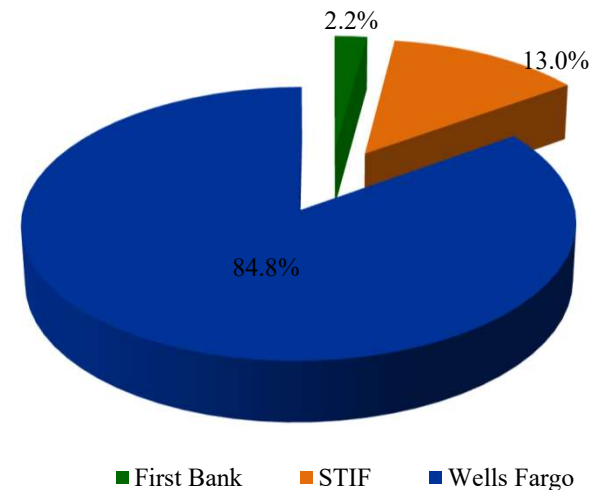# Montgomery Community College Foundation
## Funds Statement FY 2020-2021

| | Fiscal Year To Date | 7/1/2020 | thru | 6/30/2021 | Month of October 2020 | | | |
|---|---|---|---|---|---|---|---|---|
| | Wells Fargo | STIF | First Bank | Total | Wells Fargo | STIF | First Bank | Total |
| **Beginning Value** | $3,416,364.57 | $470,452.83 | $63,881.14 | $3,950,698.54 | $3,613,667.67 | $543,627.96 | $106,856.71 | $4,264,152.34 |
| **Receipts** | | | | | | | | |
|   Interest/Dividends | $19,462.07 | $1,377.57 | $5.72 | $20,845.36 | $4,793.38 | $247.14 | $1.64 | $5,042.16 |
|   Deposits | $21,443.36 | $88,211.00 | $149,180.36 | $258,834.72 | $450.00 | $15,500.00 | $9,536.00 | $25,486.00 |
| **Total Receipts** | $40,905.43 | $89,588.57 | $149,186.08 | $279,680.08 | $5,243.38 | $15,747.14 | $9,537.64 | $30,528.16 |
| **Disbursements** | | | | | | | | |
|   Fees/Withdrawals | $63,166.03 | $22,013.96 | $123,787.17 | $208,967.16 | $55,013.11 | $21,347.66 | $27,114.30 | $103,475.07 |
| **Total Disbursements** | $63,166.03 | $22,013.96 | $123,787.17 | $208,967.16 | $55,013.11 | $21,347.66 | $27,114.30 | $103,475.07 |
| | | | | | | | | |
| **Market Value Net Change** | $118,825.20 | $0.00 | $0.00 | $118,825.20 | ($50,968.77) | $0.00 | $0.00 | ($50,968.77) |
| | | | | | | | | |
| **Ending Value** | $3,512,929.17 | $538,027.44 | $89,280.05 | $4,140,236.66 | $3,512,929.17 | $538,027.44 | $89,280.05 | $4,140,236.66 |
| | | | | | | | | |
| **Net Change** | $96,564.60 | $67,574.61 | $25,398.91 | $189,538.12 | ($100,738.50) | ($5,600.52) | ($17,576.66) | ($123,915.68) |

## Foundation Funds Value



November 2019 - October 2020

## Foundation Funds Distribution



2.2% — First Bank
13.0% — STIF
84.8% — Wells Fargo

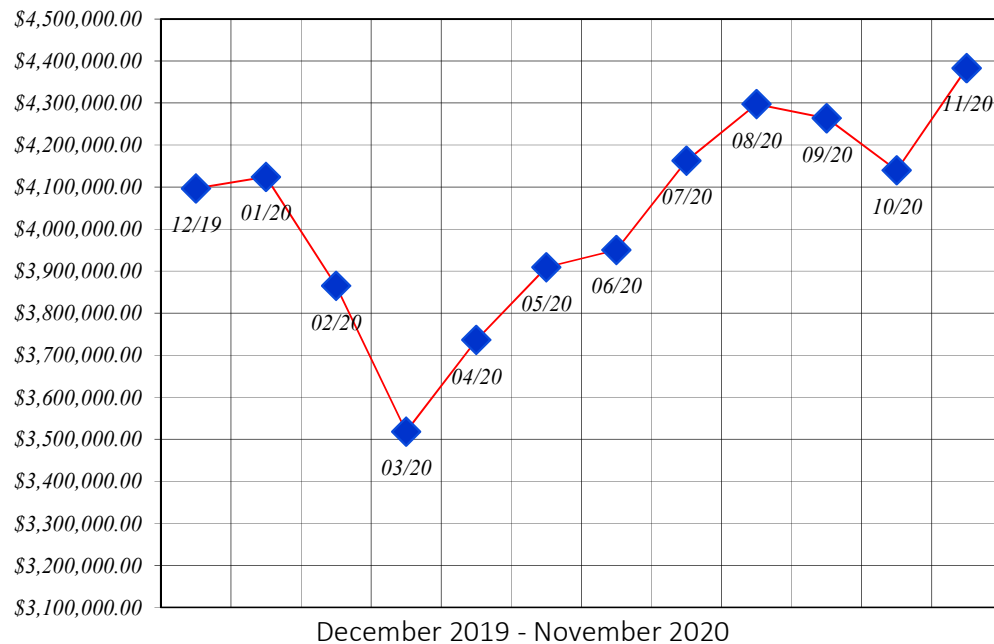Legend: ■ First Bank  ■ STIF  ■ Wells Fargo

# Montgomery Community College Foundation
## Funds Statement FY 2020-2021

| | Fiscal Year To Date 7/1/2020 thru 6/30/2021 | | | | Month of November 2020 | | | |
|---|---|---|---|---|---|---|---|---|
| | Wells Fargo | STIF | First Bank | Total | Wells Fargo | STIF | First Bank | Total |
| **Beginning Value** | $3,416,364.57 | $470,452.83 | $63,881.14 | $3,950,698.54 | $3,512,929.17 | $538,027.44 | $89,280.05 | $4,140,236.66 |
| **Receipts** | | | | | | | | |
| Interest/Dividends | $24,975.45 | $1,570.28 | $7.17 | $26,552.90 | $5,513.38 | $192.71 | $1.45 | $5,707.54 |
| Deposits | $25,849.36 | $91,657.00 | $159,924.36 | $277,430.72 | $4,406.00 | $3,446.00 | $10,744.00 | $18,596.00 |
| **Total Receipts** | $50,824.81 | $93,227.28 | $159,931.53 | $303,983.62 | $9,919.38 | $3,638.71 | $10,745.45 | $24,303.54 |
| **Disbursements** | | | | | | | | |
| Fees/Withdrawals | $66,266.13 | $74,417.17 | $137,925.04 | $278,608.34 | $3,100.10 | $52,403.21 | $14,137.87 | $69,641.18 |
| **Total Disbursements** | $66,266.13 | $74,417.17 | $137,925.04 | $278,608.34 | $3,100.10 | $52,403.21 | $14,137.87 | $69,641.18 |
| | | | | | | | | |
| **Market Value Net Change** | $407,244.59 | $0.00 | $0.00 | $407,244.59 | $288,419.39 | $0.00 | $0.00 | $288,419.39 |
| | | | | | | | | |
| **Ending Value** | $3,808,167.84 | $489,262.94 | $85,887.63 | $4,383,318.41 | $3,808,167.84 | $489,262.94 | $85,887.63 | $4,383,318.41 |
| | | | | | | | | |
| **Net Change** | $391,803.27 | $18,810.11 | $22,006.49 | $432,619.87 | $295,238.67 | ($48,764.50) | ($3,392.42) | $243,081.75 |

## Foundation Funds Value



December 2019 - November 2020

## Foundation Funds Distribution



2.0%
11.2%
86.9%

First Bank   STIF   Wells Fargo

25
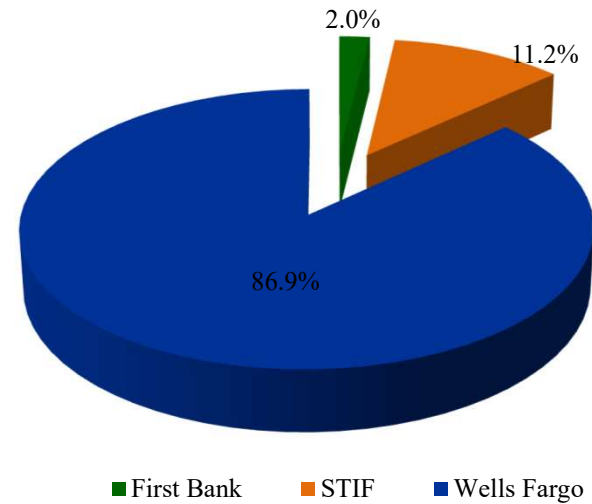
Board Report

Facilities

January, 2021

Prepared By: Wanda Frick

The columns that will support the new entryway have been completed and the foundation for the amphitheater has been poured. Both areas need to cure so the stone entry can be constructed as well as the brick laid for the new amphitheater.

The new concrete area at Student Services has been completed and the covered walkway installed.

The pad for the new Forestry shed is nearing completion. Behind Building 500, the area is being graded in preparation for asphalt.

**29**

During the holiday break, the maintenance crew cleaned and sealed the hallways in Blair Hall. An outside company, Jan-Pro, was hired to perform a deep cleaning in all campus buildings. This included classrooms, hallways, and common areas. The company also performed large scale sanitization of all these areas in buildings including the CTE center.
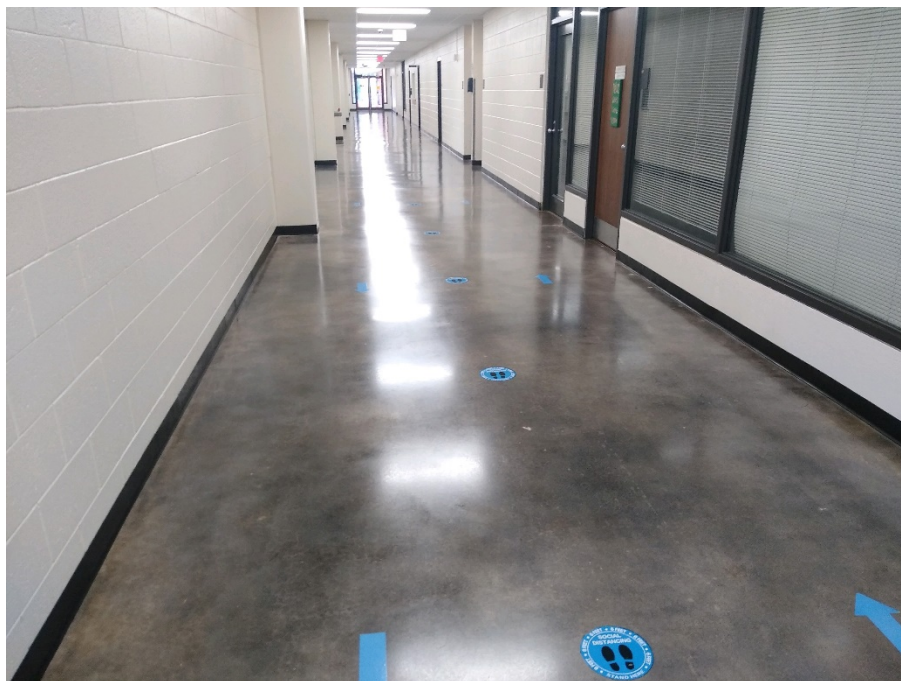
# Montgomery Community College
## Construction Update
## January, 2021

- **Blair Hall (100) Renovation, HVAC and Roof Replacement**
  1$^{st}$ phase for roof replacement – The roofing project has been completed.
  2$^{nd}$ 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.
    o Budget: (NC Bond) $3,895,000 (Golden Leaf) $150,000
    o Disbursed to Date:  (NC Bond) $3,519,249  (Golden Leaf) $150,000

- **Blair Hall & Outdoor Amphitheatre Renovations**
  The 2$^{nd}$ round of renovations have begun with a newly stamped concrete area with covered walkway entering Student Services. The new Counseling Center and general use conference room has been completed. The new Auditorium has been completed. The outdoor amphitheater has had its foundation poured. The brick structure will be constructed soon with the shelter constructed over the amphitheater.
    o Budget:  (NC Bond) $459,286  (Adv Planning Grant) $20,676
    o Disbursed to Date: $161,096

- **Building 500 Renovations**
  All renovations of the building have been completed.
    o Budget:  (County Quarter-Cent Sales Tax)$71,500
    o Disbursed to Date: $14,520

- **Building 500 Lot and New Forestry Shed**
  The old Forestry shed behind Building 500 has been demolished and grading crew is preparing the area for asphalt. Behind Building 600, the area for the new Forestry shed has been graded.

    o Budget: (County Agricultural Expansion Fund) $260,000
    o Disbursed to Date: $0

- **Greenhouse Project**
  The greenhouse kits have been ordered and the plans have been supplied to the engineer to complete site plans. Construction bids should go out with the next 30 days.
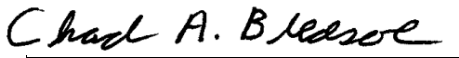    o Budget: (Golden Leaf) $375,000 (County Agricultural Expansion) $100,000
    o Disbursed to Date: (Golden Leaf) $0 (County Agricultural Expansion) $1,100

# Employee Separation Form

| | |
|---|---|
| **Name of Person** | Melisa Bond |
| **Position** | Director of Human Resources |
| **Position Category** | Staff |
| **Effective Date of Employment** | November 5, 2012 |
| **End Date of Separation** | November 30, 2020 |
| **Reason** | Voluntarily Resigned – Other Employment |

**Position Description:**

**Notes:**
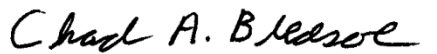
*Chad A. Bledsoe*

Chad A. Bledsoe
President

# Employee Separation Form

| Name of Person | Beth Smith |
|---|---|
| Position | Vice President of Student Services |
| Position Category | Staff |
| Effective Date of Employment | 08/01/1986 |
| End Date of Separation | 1/31/2021 |
| Reason | Retirement |

## Position Description:

## Notes:

*Chad A. Bledsoe*

Chad A. Bledsoe
President

# Instruction
# January, 2021

Faculty and staff completed two days of "Quality Trails" prior to late registration. The sessions continue to be offered by zoom to provide social distancing. Sessions included workshops on student success, making courses AVISO (student monitoring and retention software) compatible, exercising at home and stress management, SmartBoard training, customer service, best practices in Blackboard Collaborate, and others. Thank you to the Foundation for providing box lunches on January 4.

**Arts and Science**
Several members of the faculty have completed online course develop training through Quality Maters and are continuing courses in the spring. Funding for these courses was made available through NCCCS and Cares Act Funds. Sam Britt continues working with faculty on course development and improvement.  Her "release time" continues to be funded by Cares Act Funds as well.

**College and Career Promise**
MCS will return to face-to face learning January 19. Under state mandate for High Schools, students will return to an A/B schedule. Instructors will continue to teach courses with components of face-to-face and online. Students can select all online as well.

**Health and Human Services**
Phlebotomy had 22 students to complete the program in Fall 2020. They are currently sitting for the certification exam (half in December and half in January). Three of the graduates have already received job offers and one has accepted a position at First Health – Moore Regional Hospital. Eleven Nursing Assistant Students Completed the NA I requirements and passed the test to be placed on the registry.

**Career and Technical Education**
The Electrical Systems Technology has completed the migration from Building 500 to the CTE building with moving of the PLC lab. The expansive wiring in the lab had delayed the final departure.  Art says "that the PLC will never live and breathe like it once did but we will see what happens when I put power back on the processors."  We will know soon because there are two sections of PLC 264 this Spring.

**Gunsmithing**
Ten gunsmithing students enrolled in a Continuing Education course in Computer Aided Drafting to help them better understand and operate the new CNC milling machine.  The CNC mill was installed this fall and should be ready for use Spring Semester 2021.

# Montgomery Community College
## Academic Calendar
## 2021-2022

**Fall Semester 2021**

| | |
|---|---|
| August 11 (Wed) | 9 month Contract Begin |
| August 11 | Quality Trails |
| August 12 (Thurs) | Late Registration |
| August 13 | Divisional Work Day |
| August 16 (Mon) | Classes Begin |
| September 6 | Labor Day Holiday |
| October 11-12 | Fall Break |
| November 24 - 27 | Thanksgiving Break |
| December 13  (Mon) | Classes End |
| December 14 | Grades Due |
| December 15– January 3 | Christmas Break |

**Spring Semester 2022**

| | |
|---|---|
| January 4 – 5 | Spring Quality Trails |
| January 6 | Late Registration |
| January7 | Divisional Work Day |
| January 10 | Classes Begin |
| January 17 | MLK Holiday |
| March 8 - 12 | Spring Break |
| April 18 | Easter Break |
| May 9 | Classes End |
| May 11 | Graduation |
| May 11 | 9 month Contracts End |

**Summer Semester 2022**

| | |
|---|---|
| May 16 | Classes Begin |
| May 30 | Memorial Day |
| July 2 – 8 | Independence Day holiday break |
| July 18 | Term Ends |

September 10, 2020

**Board Report**
**Continuing Education Department**
**January, 2021**

**Student Success Story: Margo Ashford**
- Margo joined the pottery program in 2019 and has taken both night and day classes from three great instructors. She loves to experiment with new techniques, is eager to learn, and is a joy to work with. She is a fan of Mexican and Southwestern Native American ceramic history and mixes that interest with her talent for culinary arts as she learns with us. She currently balances her time teaching the occasional culinary course, remodeling her farm house/studio, writing a holistic cookbook, and caretaking for her husband who has stage 4 pancreatic cancer. The pottery program serves as a therapeutic outlet for her.

**College and Career Readiness**
- In an effort to increase enrollment numbers, the College and Career Readiness program has joined forces with COABE (Coalition on Adult Basic Education) as they deploy a campaign and toolkit for adult educators. As a result, our program will be listed for free in their national online database and receive valuable online outreach tools to become more embedded in our community.

**Small Business Center (SBC)**
- Workforce Development Center (WFDC) December Digital Newsletter:
  - 30% open rate among the 2,300 subscribers. The average open rate for most organizations is 10%.
  - https://myemail.constantcontact.com/MCC---Workforce-Development-Center---December-Newsletter.html?soid=1127068675450&aid=S4n9xN2hDbk

**Business & Industry Services**
- Community is our middle name grassroots outreach initiative was completed in Biscoe, Candor, Troy, and Mt. Gilead in partnership with Moco Motivators. The effort took place over the course of multiple weekends in November to raise awareness about programs and services Montgomery Community College has to offer.

**Workforce Innovation and Opportunity Act (WIOA)**
- Collaborating with Montgomery County Schools dropout prevention representatives, Jack Cagle and Terry Little to develop a recruitment plan to enroll high school students into the Youth WIOA (NextGen) program. NextGen targets youth with documented barriers as well as those who may require additional assistance to complete an educational program or to seek and maintain employment.

## Introduction: Accountability & Integrity Planning for Workforce Continuing Education

Accountability within the NC Community College Workforce Continuing Education areas encompasses a broad range of concepts including governance, institutional values, programs, industry sectors and community partners. NC Community Colleges are mandated through the State Board of Community College Code (1B SBCCC 400.98, 1D SBCCC 300.4)) to review the programs provided to ensure that occupational training is **relevant** to the workforce, **responsive** to training needs and is **responsible** for state funds. In addition to SBCCC requirements, colleges are responsible to a number of external agencies to document their programs and processes. This includes the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), state credentialing agencies and various grant entities among others.

The following document is the *Accountability and Integrity Plan for Montgomery Community College's Continuing Education Division*. The plan has been adopted based on a state-wide accountability model in which all NC community colleges have had some input or representation. This local plan will be monitored and reviewed at least once per year and as needed by a continuing education internal team and reviewed for approval every three (3) years by the Montgomery Community College Board of Trustees. *This plan replaces the division's former internal audit plan.* The document supports accountability as it takes into account internal control processes and best business practices while demonstrating compliance measures for state budget reporting. The accountability and integrity planning framework provided in this plan encompasses three primary areas:

1. Governance Priorities
2. Academic Integrity/Program Accountability
3. Market Forces

Importantly, the plan reflects the college's ongoing effort to:

1. Review programs for relevancy, rigor, and quality
2. Develop goals for growth and sustainability
3. Ensure state budget compliance
4. Respond to demands to align programs with a broad array of governing requirements and industry needs

For each area, goals and objectives are outlined that support the mission of both the NC Community College System and Montgomery Community College to foster student success through the delivery of high-quality workforce training programs.

**Selected Objectives for the new Montgomery Community College Continuing Education Accountability & Integrity Plan 2021-2024.** *This document lists objectives adopted for continuing education accountability and integrity planning for 2021-2024; additional objectives will be added and assessed as we determine and develop additional accountability measures and processes as needed.*

## 1.    Governance Priorities

**Goal 1:  Demonstrate accountability and credibility of operational functions**
*The responsibility of ensuring division operations are efficient in terms of resources and effective in terms of meeting requirements.*

Objective 1: Identify and establish responsibilities and authority for staff overseeing programmatic functions such as fiscal management, audit compliance, and course management.

Objective 2: Continuing Education Directors will complete class visitation logs each semester. The class visitation logs will be compiled and summarized for the Board of Trustees review each semester.

**Goal 2:  Demonstrate operational accountability for data reported for the state**
*The responsibility of meeting NC General Statues and NC State Board of Community College Code relevant to hours reported for state budget resources.*

Objective 1:  No material findings identified in biennial review of records

Objective 2:  Respond effectively to non-compliance issues, both material and non-material, identified in biennial review of records

**Goal 3:  Demonstrate accountability to performance aligned with state and federal agencies.**
*The responsibility of meeting performance benchmarks as defined by state or federal agencies.*

Objective 1:  Pass all external credentialing agency audits and program assessments
(including DHHS, NCDOJ, NCBCE, NC OSFM)

## 2.    Academic Interests

**Goal 1: Students will meet specific course criteria to attain relevant license, credential or demonstrate course completion requirements.** *Responsibility to align and demonstrate student learning outcomes student learning culminating in demonstration of competency and/or attainment of licensure or credential.*

Objective 1: Students will successfully attain student learning outcomes described within the course syllabus.

**Goal 2: Instructional programs will demonstrate relevancy, rigor, viability and student success (Align4NCWorks Goal #3)** *Responsibility to provide quality training that is relevant to student learning and workforce needs.*

Objective 1: Utilize program reviews to demonstrate program relevancy.

**Goal 3: Faculty qualifications will support program relevancy and student success**
*Responsibility to ensure that faculty are appropriately qualified (experience, credentials, licensure, etc.) to deliver relevant, quality training*

Objective 1: Faculty will hold appropriate qualifications for credential programs.

Objective 2: Faculty will attend 2 hours of professional development training per year

## 3.    Market Forces

**Goal 1: Demonstrate development or enhancement of connections with workforce and economic development entities to leverage resources and strengths. (Align4NCWorks Goal #1)** *Responsibility to ensure that education/workforce partners collaborate to identify strategic solutions for current and future workforce needs.*

Objective1:  Integrate NCWorks career services into program areas and courses that lead to employment or credentialing.

**Goal 2: Demonstrate proactive and reactive response to industry training needs**
 **(Align4NCWorksGoal #3)** *Responsibility to develop workforce training programs based on industry standards and documented business needs.*

Objective 1:  Develop training programs in response to specific businesses or industry sector needs.

**Goal 3: Demonstrate development of a quality NC workforce prepared to succeed in employment (Align4NCWorks Goal #2)** *Responsibility to develop workforce employability programs to support development of NC talent pool.*

Objective 1:  Develop training programs impacting employability of workforce.

**2021-2024 Montgomery Continuing Education**

**Accountability & Integrity Team and Area:**

Standing Members:

| | |
|---|---|
| Andrew Gardner | Senior Continuing Education Administrator |
| Shavier Mason | Accountability & Compliance |
| Deanne Brown | College & Career Readiness |
| Jessica Hamilton | Business & Industry Engagement |
| Geneé Greene | NCWorks Career Center |
| Riley Beaman | Public Safety & Health |
| Savannah Heath | Small Business Center |

**Team Members:** The internal team membership for accountability and integrity planning will consist of the following positions:

1. Dean of Continuing Education
2. Assist to the Dean of Continuing Education/CE Registrar
3. Director of College & Career Readiness
4. Director of Business & Industry Services
5. NCWorks Career Center Director
6. Director of Health & Public Safety
7. Small Business Center Director

The team meets twice per year during fall and spring terms.

**Team Purpose:** Program and administrative representation will contribute to the development of the division's accountability and integrity planning and processes by:

1. Providing guidance based on constructive planning and assessment practices among programs.
2. Recognizing, identifying, and developing internal division or campus-wide measures that support goals and objectives of the NCCCS Accountability and Integrity Planning document.
3. Suggesting improvements to support best business practices for integrity with operations and practices.

**MCC Board of Trustees – January 13, 2021**
**Update from the Student Services Division**

Spotlight on the MCC Counseling Center:

The Counseling Center is implementing a new program we're calling "SOS" or "Student Outreach Services." SOS will cover a variety of support services that include the new 7/24/365 Student Assistance Program and "Aunt Bertha," a search and referral software that connects students with community resources available in their area. The assistance program and Aunt Bertha were made available through the NCCCS.

During late registration on January 6, two technology tutors helped students set up their email and Self-Service accounts and offered assistance with learning how to navigate Blackboard for their online classes. The tutors provided the same services during CCP orientation sessions on the 8th and will also be available on campus during the first week of classes.

The free Aviso Student app will be introduced to students enrolled in ACA courses this semester. Aviso is the early alert system we implemented last year; staff and faculty have been using the desktop version. The phone app will make it readily available to students in a format they are familiar with. Through the app, students will be able to chat with their Success Coach, schedule appointments with their instructors, view their class schedule, and receive messages about upcoming events.

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**
*Dr. William S. Carver, Interim President*

24 November 2020

**MEMORANDUM**

**TO:**    Members of the State Board of Community Colleges
Community College Presidents
Chairs of the Boards of Trustees
Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Continuing Education Officers, Financial Aid Officers, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

**FROM:**    Jonathan R. Harris, *NCCCS General Counsel*

**RE:**    **Proposed Adoption of Subchapter 1D SBCCC 800 – Credit for Prior Learning**

The State Board of Community Colleges has initiated the rulemaking process to adopt a new subchapter into the State Board Code, **1D SBCCC 800 – Credit for Prior Learning.** The proposed subchapter will codify common processes for awarding credit for college-level learning obtained through prior learning experiences.

The individual rules in this subchapter address the following categories of credit for prior learning:
- Apprenticeships
- Certifications and licenses
- Courses listed in high school to community college articulation agreements
- Military education and training
- Standardized examinations
- Challenges exams/proficiency
- Portfolio assessment
- Public safety training courses

The proposed subchapter is published on the NC Community College System's website, www.nccommunitycolleges.edu, under "State Board Code."  For your convenience, a copy of the proposed subchapter, with the changes indicated, is attached to this memorandum.

Any member of the public has the right to submit written comments on the proposed subchapter. Please note that any person who submits a public comment on behalf of their community college should comply with their college's local process for submitting comments.  **Written comments on the rule must be received by no later than 5:00 p.m. on 13 January 2021.**  Any member

of the public has the right to request a hearing on the proposed rules. **Requests for a hearing must be received by no later than 5:00 p.m. on 9 December 2020.** Written comments and requests for hearing shall be directed to the following address:  Jonathan Harris, 200 W. Jones Street, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by **email to publiccomments@nccommunitycolleges.edu**.  Thank you for your attention to this matter.

**CC20-066**
**E-mail Copy**

Attachments

# State Board of Community Colleges Code

**Notice of Proposed Rulemaking Form**

Date: <u>24 November 2020</u>

| Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed | Adopt 1D SBCCC 800 – "Credit for Prior Learning" |
|---|---|

| Specify whether the SBCC proposes to adopt amend, or repeal a rule: | Adopt (new rule) | Amend (change existing rule) | Repeal (delete entire rule) |
|---|---|---|---|
| | X | | |

| Rationale for proposed adoption, amendment or repeal: | To codify a common process for awarding credit for college-level learning obtained through prior learning experiences other than curriculum coursework. |
|---|---|

| Proposed Effective Date of Rule | February 1, 2021 |
|---|---|

1                  **State Board of Community Colleges Code**

2                     **TITLE 1.  COMMUNITY COLLEGES**

3

4                   **CHAPTER D.    EDUCATIONAL PROGRAMS**

5

6                   **SUBCHAPTER 800.    CREDIT FOR PRIOR LEARNING**

7

8  **1D SBCCC 800.1    Definitions**

9  (a) Certification. An industry-recognized credential or designation that is obtained once

10     the student has successfully passed a certification exam. Certification differs from

11     licensure in that certification is a validation of specific industry-valued competencies

12     and not a legal requirement for practicing a profession.

13  (b) College-level learning. Knowledge, skills, and competencies equivalent to those

14     expected of a student who successfully completes the corresponding curriculum

15     course.

16  (c) Continuing Education. Definition consistent with 1D SBCCC 300.1(a).

17  (d) Continuing Education Course. Definition consistent with 1D SBCCC 300.1(b).

18  (e)  Credit for Prior Learning (CPL). Curriculum credit awarded for college-level learning

19     obtained through prior learning experiences other than curriculum coursework. This

20     definition does not include curriculum credit transferred from another accredited US

21     institution of higher education.

22  (f) Credit for Prior Learning standard. A designated amount of academic credit colleges

23     shall award for college-level learning that fulfills established criteria.

24  (g) Curriculum course. Definition consistent with 1D SBCCC 400.8.

25  (h) Curriculum Course Review Committee (CCRC). Definition consistent with 1D SBCCC

26     400.8(h).

27  (i) Curriculum program. Definition consistent with 1D SBCCC 400.3(a).

28  (j) Licensure. A legal status granted by a government entity that provides permission to

29     practice a profession.  Licensure restricts practice of the profession to individuals who

30     have met specific qualifications in education, professional experience, and/or have

31     successfully passed an examination.

1   (k) Prior Learning Assessment. An evaluation of whether a student has obtained the
2       requisite level of verifiable college-level learning outside of the traditional learning
3       environment for curriculum credit.

4   (l) Continuing Education Leadership Committee (CELC). Definition consistent with 1D
5       SBCCC 300.5 (b)(2).

6

7 **1D SBCCC 800.2   General Provisions**

8   (a) The purpose of this Subchapter is to guarantee that all North Carolina Community
9       Colleges follow consistent academic conventions to ensure the integrity of the CPL
10      process and to establish minimum standards for all NC community colleges.

11  (b) Consistent with the provisions of this Subchapter colleges are authorized to award
12      CPL using the following prior learning methods:

13      (1) Apprenticeship
14      (2) Certifications and licensures
15      (3) Courses listed in high school to community college articulation agreements
16      (4) Military education and training
17      (5) Standardized examinations
18      (6) Challenge exams/Proficiency
19      (7) Portfolio assessment
20      (8) Public Safety Training (PST) prefix courses

21  (c) Colleges may award curriculum CPL when the documentation of prior learning meets
22      or exceeds a demonstration of learning outcomes at the institutions' standards for
23      awarding credit for the corresponding curriculum course. Institutions may award CPL
24      that exceeds the minimum standards established in this Subchapter.

25  (d) Colleges may only award curriculum CPL that is directly applicable to a student's
26      declared curriculum program of study.

27  (e) CPL for advanced courses does not negate the requirement to meet requisite learning
28      outcomes.

29  (f) CPL may be used to fulfill program requirements except for mandatory institutional
30      requirements. Examples may include, but are not limited to, requirements of external
31      agencies that specifically prohibited the use of CPL to fulfill the program requirements.

1    (g)   CPL cannot be used to satisfy the college's institutional credit requirements, which

2           prescribes the minimum percentage of credit hours a student must earn through

3           instruction offered by the institution awarding the credential. No greater than seventy-

4           five percent (75%) of the credit hours required for graduation from a curriculum

5           program of study may be earned through CPL.

6    (h)   Any CPL awarded by a college shall be reflected in the student's records by the

7           college's Registrar Office without quality points assigned,. except for allowances for

8           graded military credit as described in 1D SBCCC 800.6"

9    (i)   Course Credit CPL standards approved by the CCRC shall be transferable to any

10       college in the North Carolina Community College System.

11   (j)   The local board of trustees shall adopt a policy governing the awarding of CPL. At a

12       minimum, the local policy shall be consistent with standards established by this

13       Subchapter. The local policy may include additional opportunities for students to

14       receive CPL. Each college shall publish its CPL policy in the college's educational

15       catalog.

16   (k) Colleges shall establish a procedure that students must follow to request a prior

17       learning assessment. This procedure shall be published in the college's educational

18       catalog.

19   (l)   To be eligible to receive CPL, students must meet all of the following criteria:

20       (1)   Meet all admission requirements for their program of study.

21       (2)   Be enrolled in a curriculum program to which the credit will directly apply; and

22       (3)   Request a prior learning assessment consistent with the college's CPL

23             procedures and provide all documentation by the published deadlines.

24   (m) Nothing in this rule shall be construed to supersede limitations imposed by an

25       accreditation, credentialing, licensure, or other external agency on the application of

26       CPL towards credentials under their purview. In such instances, the college shall

27       document the applicable limitations in the student's file.

28

29   **1D SBCCC 800.3 Apprenticeships**

30   (a)   The NCCCS recognizes "Registered Apprenticeships" as defined by the U.S.

31       Department of Labor.

1 (b) At a minimum, colleges shall award CPL based on statewide articulation as approved
2      by the CCRC for related instruction provided by external entities for registered
3      apprenticeship programs. A college may award CPL for related instruction provided
4      by external entities for which statewide articulations have not been established by
5      the CCRC consistent with its local CPL policy.
6 (c) Work-based learning (WBL) course credit may be granted for the experiential
7      portion of a Registered Apprenticeship.  Documentation including completed time
8      on task shall be provided through an Apprenticeship Agreement and shall
9      constitute the documentational requirements of a WBL experience.
10
11 **1D SBCCC 800.4 State or Industry Recognized Credentials**
12 (a) The CCRC, based on recommendations from the CELC, shall have the authority to
13     approve CPL standards for state or industry recognized credentials that document
14     similar college-level learning as corresponding curriculum courses and, therefore,
15     are eligible for articulated curriculum credit. Prior to approving CPL, the CCRC shall
16     have written concurrence by two-thirds of colleges.
17 (b) At a minimum, colleges shall award CPL for successful completion of state or
18     industry recognized credentials consistent with the CPL standards approved by the
19     CCRC. A college may award CPL for state or industry recognized credentials for
20     which statewide articulations have not been established by CCRC consistent with its
21     local CPL policy.
22
23 **1D SBCCC 800.5 Courses Listed in High School to Community College Articulation**
24 **Agreements**
25 (a) The North Carolina High School to Community College Articulation Agreement is an
26     agreement between the North Carolina Department of Public Instruction and the
27     North Carolina Community College System. The articulation agreement ensures that
28     when a student is proficient in a high school course included in the agreement, the
29     student can receive college credit for that course at any North Carolina community
30     college.

1   (b)   Colleges shall award credit to students who have completed a high school course

2          and met the criteria as outlined in the High School to Community College Articulation

3          Agreement.

4   (c)   A college may award credit for successful completion of other high school courses

5          consistent with any local high school to community college articulation agreements

6          entered into by the college and an education entity providing secondary education.

7

8   **1D SBCCC 800.6 Military Education and Training**

9   (a)   Definitions.

10      (1)   "United States Armed Forces" consists of the Air Force, Army, Navy, Marine

11            Corps, Space Force, and Coast Guard.

12      (2)   "Military Education and Training". Education and training that has been

13            documented on a transcript issued by one or more branches of the Armed

14            Forces.

15      (3)   Military Credit Advisory Council (MCAC). A joint council of faculty and staff

16            members from the NC Community College System and the University of North

17            Carolina, MCAC oversees the process for establishing uniform standards for

18            awarding Credit for Prior Learning for military training and experience. MCAC

19            also ensures the transferability of these credits among institutions of both

20            systems.

21      (4)   Military Prior Learning Academic Panels. Panels of academic faculty approved

22            by MCAC are authorized to determine standards for awarding credit for

23            identified subject areas.

24   (b)   Awarding of Credit.

25      (1)   At minimum, colleges shall award Credit for Prior Learning based on military

26            education and training consistent with the standards adopted by the

27            appropriate Military Prior Learning Academic Panel.

28      (2)   A college may award Credit for Prior Learning for military training and education

29            related to occupations and/or courses for which standards have not been

30            established by an approved Military Prior Learning Academic Panel consistent

31            with its local Credit for Prior Learning policy pursuant to the following:

1    (A) Air Force: Community College of the Air Force transcripts are evaluated by
2         the college registrar or designated college official as a traditional college
3         transcript.
4    (B) Army, Navy, Marine Corps, and Coast Guard:  Colleges should refer to
5         recommendations from the American Council on Education for occupations
6         and courses not currently evaluated by the Military Prior Learning Academic
7         Panels or documented on the Community College of the Air Force
8         transcript.
9

10   **1D SBCCC 800.7 Standardized Examinations**

11   (a)  "Standardized examination".  Any form of examination that requires all test takers to
12        answer the same questions, or a selection of questions from a common bank of
13        questions following established protocol and that is scored in a standard or
14        consistent manner.

15   (b)  Colleges shall award Credit for Prior Learning for the following standardized
16        examinations consistent with the standards herein:

17   (1)  Advanced Placement (AP). Advanced Placement is a program of college-
18        preparatory courses for high school students administered by The College
19        Board, an educational nonprofit organization. Standardized AP exams are used
20        to assess student mastery of course content. Students receive scores on a "1"
21        to "5" scale, with "5" being the highest.

22        (A)  An AP exam score determines how many credits are awarded towards
23             specific coursework.

24        (B)  Colleges shall award credit to a student who earns a score of "3" or
25             higher on an AP exam as approved by the CCRC. Course credit is
26             awarded based upon the academic program of study.

27        (C)  A college may award credit for AP scores and courses beyond those
28             approved by the CCRC as determined by local college policy.

29   (2)  Cambridge Assessment International Education Examinations. Cambridge
30        Assessment International Examinations are a series of internationally

| | | | |
|---|---|---|---|
| 1 | | | recognized college-level examinations administered by Cambridge |
| 2 | | | Assessment International Education, a unit of the University of Cambridge. |
| 3 | | (A) | Upon review and evaluation of student submitted documentation by the |
| 4 | | | college designee, students may earn credit based on the exam(s) taken |
| 5 | | | and grades(s) earned. An official grade report from Cambridge |
| 6 | | | International must be provided to the college. |
| 7 | | (B) | Students shall earn college credit if a grade of e/E or better (which is |
| 8 | | | the equivalent to a grade of C in the United States) is earned on the |
| 9 | | | Cambridge International Examination. |
| 10 | | (C) | Using the current Cambridge translation table, course credit is awarded |
| 11 | | | and listed on the student's academic record. Course credit is awarded |
| 12 | | | based upon the academic program of study. |
| 13 | | (D) | The course credit equivalency is documented on the student record. |
| 14 | (3) | | College-Level Examination Program® (CLEP). The College-Level Examination |
| 15 | | | Program® is a credit-by-examination program offered by the College Board, an |
| 16 | | | educational nonprofit organization. The program allows students from a wide |
| 17 | | | range of ages and backgrounds to demonstrate their mastery of introductory |
| 18 | | | college-level material. |
| 19 | | (A) | If a CLEP exam in a subject is offered by the College Board, colleges |
| 20 | | | shall require a student to take the CLEP exam if he or she seeks to |
| 21 | | | demonstrate proficiency in the subject area by examination. |
| 22 | | (B) | Colleges shall award credit to a student who scores at or above the |
| 23 | | | credit-granting score recommended by the American Council on |
| 24 | | | Education at the time the college evaluates the student's official score. |
| 25 | | | report. Colleges shall award the same amount of credit to a student who |
| 26 | | | scores satisfactorily on the relevant CLEP exam as a student who |
| 27 | | | successfully completes the related course. |
| 28 | | (C) | Students who perform satisfactorily on College-Level Examination |
| 29 | | | Program exams shall receive a standardized code in the college's |
| 30 | | | Student Information System. |

1        (D)   Students who did not receive a satisfactory score on a CLEP exam may

2              retake the exam after three (3) months.

3    (4)   DANTES Subject Standardized Tests (DSST). DANTES Subject Standardized

4        Tests are credit-by-examination tests developed by the Defense Activity for

5        Non-Traditional Education Support (DANTES), a United States Department of

6        Defense program.

7        (A)   Colleges shall award credit to a student who scores at or above the

8              credit-granting score recommended by the American Council on

9              Education at the time the college evaluates the student's official score

10            report. Colleges shall award the same amount of credit to a student who

11            scores satisfactorily on the relevant DSST as a student who successfully

12            completes the related course.

13        (B)   Students who did not receive a satisfactory score on a DSST may retake

14              the exam after three (3) months.

15    (5)   International Baccalaureate® (IB) Diploma Programme. International

16        Baccalaureate® Diploma Programme is a college-preparatory program for

17        students age 16-19 administered by International Baccalaureate®, an

18        international educational foundation. Standardized IB exams are used to

19        assess student mastery of course content. Students receive scores on a "1" to

20        "7" scale, with "7" being the highest.

21        (A)   International credentials must be obtained from a recognized

22            international institution that is validated by a US credentialing agency. A

23            grade of (70) percent or higher must be earned for the courses being

24            considered for credit.

25

26   **1D SBCCC 800.8 Challenge Exams/Proficiency**

27  (a)   Challenge Exam/Proficiency. A departmental or institutional exam for a community

28     college course used to determine if a student's subject matter proficiency is equal to

29     or greater than the corresponding proficiency the student would have achieved had

30     he or she completed the actual course.

31  (b)   Challenge Exam/Proficiency Standards

1     (1)   Each college is responsible for ensuring the validity and reliability of institutional
2            challenge exams/proficiency.

3     (2)   Challenge exams/proficiency may be handwritten, computer-based, oral,
4            practical, or a combination of these administration methods.

5     (3)   Developmental courses (as defined in 1D SBCCC 400.3(b)) supplemental
6            courses (as defined in 1D SBCCC 400.8(b)(1)), and courses including clinical
7            practice (as defined in 1D SBCCC 400.1(c)(2)) are not eligible for challenge
8            exams/proficiency.

9     (4)   Challenge exams/Proficiency that are administered for courses contained in
10           the Comprehensive Articulation Agreement (CAA) may be provided when the
11           exam is vetted, administered, and graded by a qualified instructor in the
12           discipline.

13 (c)  Limitations on Students Eligible to Take Challenge Exams/Proficiency

14     (1)   A student must meet all pre-requisite requirements before he or she is eligible
15           to take the challenge/proficiency examination for a course.

16     (2)   A student may only attempt a challenge exam/proficiency once.

17     (3)   A student may not take a challenge exam/proficiency if he or she has already
18           earned a grade for the course. A challenge exam/proficiency may not be used
19           to supersede a grade a student already earned in the applicable course.

20     (4)   Career and College Promise (CCP) students, a defined in 1D SBCCC 400.11,
21           may participate in challenge/proficiency examinations to earn college credit but
22           may not earn dual high school credit.  To earn dual credit, students must enroll
23           and successfully complete the college course.

24     (5)   If a CLEP exam in a subject is offered by the College Board, colleges may
25           require a student to take the CLEP exam if he or she seeks to demonstrate
26           proficiency in the subject area by examination.

27

28 (d)  Colleges shall award credit for the applicable course to a student who successfully
29        earns a grade of "C" or higher on a challenge exam/proficiency.

30 (e)  If the college requires the student to enroll in the course to be challenged, for
31        practical purposes the test should be administered and graded by the first week the

1     course is offered but no later than course census. Individuals who are unsuccessful

2     may choose to stay enrolled in the course to earn course credit.

3   (f)   If the college challenge/proficiency examination occurs outside of regular course

4     enrollment, then a standard minimum administrative fee will apply.

5   (g)   For students enrolled in the course, successful challenge/proficiency examination

6     completion may result in the student falling below full-time student status which could

7     negatively impact their financial aid status; therefore, students should consult with

8     their advisors beforehand to discuss various options.

9   (h)   Federal Pell grant funds cannot be used to pay for challenge exams/proficiency.

10  (i)   Student hours shall not be reported for budget/FTE which result from challenge

11     exams/proficiency except that the actual time required to take the exam may be

12     counted in membership; students shall be registered in the class consistent with 1E

13     SBCCC subchapter 300 or 1E SBCCC Subchapter 400 (1G SBCCC 200.95).

14  (j)   Challenge Exams/Proficiency are not calculated into a student's cumulative grade

15     point average.

16

17 **1D SBCCC 800.9 Portfolio Assessment**

18  (a)   Portfolio for Life and Work Experiences. A collection of artifacts documenting

19     competencies gained through prior learning experiences that a student formally

20     submits to a college.

21  (b)   Portfolio assessment. The evaluation of a Portfolio for Life and Work Experiences by

22     subject matter experts designated by the local college in its local policy to determine

23     whether a student is awarded Credit for Prior Learning.

24   (c)   Colleges may award Credit for Prior Learning based on portfolio assessment

25     as provided by their local policies.

26

27 **1D SBCCC 800.10 Public Safety Training (PST) Prefix Courses**

28  (a)   Courses in the Combined Course Library with a Public Safety Training (PST) prefix

29     can be used for awarding prior-learning credit for industry-recognized public safety

30     training and/or credentials.

1     (b)   Consistent with 1D SBCCC 400.8(c), credit shall be considered for public safety

2        training that meets the criteria outlined in the Public Safety Training (PST) course

3        descriptions as listed in the Combined Course Library.

4     (c)   Official documentation from the training provider shall be provided to the college that

5        validates, at a minimum, the description and length of training.

6

7   *History Note: Authority  G.S. 115D-5;*

8        *Eff. _____.*

**NC COMMUNITY COLLEGES**
CREATING SUCCESS

# NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
*Dr. William S. Carver, II*
*Interim President*

December 11, 2020

**MEMORANDUM**

**TO:**      Community College Presidents

**FROM:**   William S. Carver, II, Interim President

**RE:**      Spring 2021 Academic Calendar Flexibility

The purpose of this memo is to provide colleges additional flexibility when scheduling the Spring 2021 academic term. College boards of trustees, per 1G SBCCC 200.93, have the authority to establish the beginning and end date of the Spring term within the timeframe of January 1 – May 15, unless the System President grants an exception. Given the unprecedented disruption to instruction caused by the COVID-19 pandemic, a blanket exception will be allowed. All colleges wanting to end the Spring 2021 term after May 15 may do so if all the following conditions are met:

- The college's Summer 2021 term must begin after the Spring 2021 term end date.
- Per the 2020-2021 Annual Reporting Plan, the Spring Estimated FTE Report remains due March 11, 2021 and the Spring Institutional Class Report (ICR) remains due June 7, 2021. Therefore, the census date for the 16-week term should occur no later than 1 week prior to the due date for the Spring Estimated FTE report (March 11, 2021).
- The Spring Term should end no later than May 28.

Colleges utilizing this temporary flexibility do not need to submit a request or any additional documentation.

As always, colleges have the flexibility to determine the length of the Spring 2021 term and individual course sections may vary if credit hours are assigned, and membership hours are reported consistent with System policies. Colleges may also use existing flexibility to schedule curriculum course sections that fall outside the academic term beginning and end dates if needed to meet the needs of constituent groups (for example, courses provided at high schools, military bases, prisons, or at the specific request of business).

CC: Kimberly Gold, Vice President and Chief Academic Officer

**CC20-068**
**Via Email**

# Board Report - Marketing Update – November & December, 2020

## New Foundational Initiatives (new tools and resources needed for success)

Spring Tabloid delivered to Montgomery County households in December; new format, comprehensive with ALL curriculum and continuing education included

## Promotional Activities (events and advertising we purchased)

Veterans Day Appreciation Ad

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

Wilderness Training

Foundation Scholarships

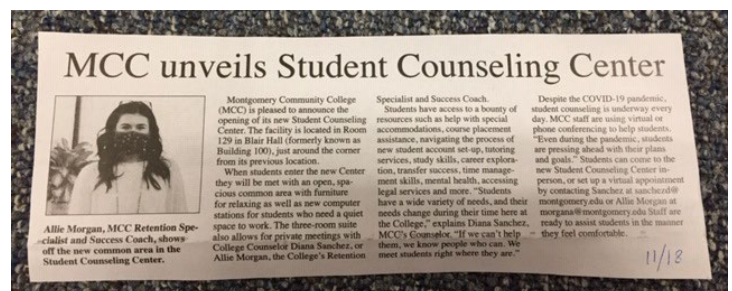New Counseling Center

New Ambulance/EMT

## Press Pickups

New Counseling Center 11/18

Wilderness Training 11/25

BraveAcre (SBC) 12/2

Foundation Scholarships 12/9

New Ambulance 12/23

**Foundation Director Korrie Ervin** in the College's old welding room. The gunsmithing program will renovate it to become a "bluing room" thanks to funds donated by Bear Creek Arsenal of Sanford.

## <span style="color:red">Social Media Statistics (Facebook)</span>

|  | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|
| New Visitor Pageviews | 527 | 591 | 496 | 392 | 316 | 240 |
| Likes | 15 | 32 | 16 | 17 | 16 | 23 |
| People Reached with Posts | 2,424 | 6,616 | 2,594 | 4,816 | 1,657 | 1,110 |
| People Engaged With Posts | 1,067 | 1,769 | 823 | 1,380 | 424 | 155 |
| New Followers | 17 | 34 | 18 | 16 | 16 | 22 |

| MONTGOMERY | STUDENT SERVICES | POLICY |
|------------|------------------|--------|
| COMMUNITY COLLEGE | GRADING SYSTEM | 5.2.4 |

**I.      Student Evaluation.**

Methods of evaluation of a student's work may differ widely from class to class and among faculty members.  Evaluation instruments or methods should reflect the objectives of the College and the course being taught.  Students will be informed during the first week of class of the requirements for the course, methods of evaluation and the way their final grade will be determined.  Each instructor determines the relative value of each evaluation instrument to be used.

**II.      Grading System.**

A letter grade is used to indicate the quality of a student's work in a course.  Grade points are assigned for each letter so that a grade point average can be calculated.  The grading system is as follows.

| Grade | Explanation | Quality points per credit hour |
|-------|-------------|--------------------------------|
| A (90-100) | Outstanding | 4 |
| B (80-89) | Above average | 3 |
| C (70-79) | Average | 2 |
| D (60-69) | Passing | 1 |
| F (Below 60) | Failure | 0 |
| FA (Below 60) | Failure due to non-attendance | 0 |
| AP | Advanced Placement | 0 |
| AU | Audit of a course | 0 |
| CE | Credit by proficiency exam | 0 |
| CR | Credit (used for developmental DMA/DRE courses) | 0 |
| CT | Credit by transfer | 0 |
| I/IE | Incomplete/Incomplete Emergency | 0 |
| IE | Incomplete-Emergency (Issued as a result of situation related to a declared emergency) | 0 |
| IP | In progress | 0 |
| NG | No grade issued by instructor | 0 |
| P | Passing (developmental courses) | 0 |
| P1 | Passing Tier 1 – transition courses | 0 |
| P2 | Passing Tier 2 – transition courses | 0 |
| P3 | Passing Tier 3 – transition courses | 0 |
| R | Re-enroll (used for developmental DMA/DRE courses) | 0 |

| RA | Re-enroll (due to non-attendance of DMA/DRE courses) | 0 |
|----|-----|---|
| S | Satisfactory progress | 0 |
| SR | Senior citizen audit | 0 |
| TP1 | Transfer credit of Tier 1 – transition courses | 0 |
| TP2 | Transfer credit of Tier 2 – transition courses | 0 |
| TP3 | Transfer credit of Tier 3 – transition courses | 0 |
| U | Unsatisfactory Progress | 0 |
| W/~~WE~~ | Official or Administrative Withdrawal~~/Withdrawal Emergency~~ | 0 |
| WE | Withdrawal-Emergency (Issued as a result of a situation related to a declared emergency) | 0 |
| * | An asterisk immediately following a grade indicates that the grade was not included in the totals for GPA calculation. | 0 |

Marks of AU, CE, and CT are not considered as credit hours attempted nor are quality points awarded. The marks of CE and CT will result in the recording of proper credit hours according to the course's assigned value.

A grade of incomplete (~~I/IE~~ I or IE) grade will be given when circumstances justify additional time to complete the course. A grade of incomplete not removed by the end of the succeeding term (or other specified timeframe) will be changed to an "F" unless the instructor grants additional time. A grade of incomplete will not be considered for credit hours attempted until the grade is changed by the instructor or is reverted to an "F" due to lack of proper action by the student. The student will be informed of variations in the grading system during the first week of class. Exception: Special Credit students may be given a grade of ~~W/WE~~ W or WE ( withdrawal or withdrawal-emergency) on the course(s) without officially withdrawing.

Adopted: January 8, 2020

| MONTGOMERY COMMUNITY COLLEGE | STUDENT SERVICES CURRICULUM COURSE REQUISITES | POLICY 5.2.7 |
|---|---|---|

The primary purpose of prerequisites and corequisites is to ensure that students possess the necessary skills to be academically successful for subsequent coursework. While successful completion of prerequisites/corequisites is the traditional way students demonstrate readiness, in exceptional circumstances, students may acquire requisite skill or knowledge through other means. In such cases, prerequisites/corequisites may be waived with appropriate approvals and permission by the ~~Vice President of Student Services~~ appropriate Academic Dean. Documentation of the approved waiver will be maintained on file in the Enrollment Office.

Adopted: January 8, 2020
Legal Reference: 1D SBCCC 400.97; Numbered Memo CC06-269

Montgomery Community College
SGA Report
January 13, 2021 Board of Trustees Meeting

SGA Updates and Highlights

The SGA hosted two "Tis the Season" giveaways during the first and second weeks of December giving away two Amazon Fire Tablets the first week and a Nintendo Switch gift package the second week. Students had the opportunity to answer Christmas-related trivia questions and have their names entered into a drawing each week for these prizes. Maeghan Ayala and Heather Burrow were our lucky winners of the Fire Tablets and Atisha Carrillo won the Nintendo Switch.

The SGA plans to distribute "Welcome Back" goodie bags toward the end of January as students return to campus for the spring semester.

The annual holiday meal was one of those long-standing SGA traditions that typically took place in December and, unfortunately, it was a tradition that had to be cancelled in 2020 due to Covid-19. In lieu of the face-to-face gathering, the SGA has ordered McDonalds gift cards that we will mail to students who were enrolled in the fall. We truly hope that we'll be able to enjoy turkey and dressing in December 2021!

**President's Report**
**January 13, 2020**

**Activities since the November Board Meeting**

| | |
|---|---|
| 11/12/20 | Employee Meeting (Virtual) |
| 11/13/20 | ERP Committee Meeting (Virtual) |
| 11/17/20 | VP Meeting (Virtual) |
| 11/26/20 | Monthly Construction Meeting (Virtual) |
| 12/2/20 | Vice Presidents' Meeting (Virtual) |
| 12/4/20 | President Casual Conversation (PCC) Meeting (Virtual) |
| 12/4/20 | SACS Meeting(Virtual) |
| 12/8/20 | Cabinet/Crisis Intervention Team Meeting (Virtual) |
| 12/9/20 | MCC Archive Project Meeting (Virtual) |
| 12/10/20 | Employee Meeting (Virtual) |
| 12/11/20 | President Casual Conversation (PCC) Meeting (Virtual) |
| 12/11/20 | NC State Meeting (Virtual) |
| 12/15/20 | President Casual Conversation (PCC) Meeting (Virtual) |
| 12/15/20 | Cabinet/Crisis Intervention Team Meeting (Virtual) |
| 12/16/20 | NCACCP Business Meeting (Virtual) |
| 12/16/20 | Called Board Meeting (Virtual) |
| 12/17/20 | Employee Meeting (Virtual) |
| 1/4/21 | Quality Trails (Virtual) |
| 1/4/21 | Vice Presidents' Meeting (Virtual) |
| 1/5/21 | Cabinet/Crisis Intervention Team Meeting (Virtual) |
| 1/5/21 | Quality Trails (Virtual) |
| 1/6/21 | Department of Commerce Meeting (Virtual) |
| 1/8/21 | ERP Committee Meeting (Virtual) |
| 1/12/21 | Vice Presidents' Meeting (Virtual) |
| 1/13/21 | Board of Trustees Meeting (Virtual) |

**Upcoming Activities**

| | |
|---|---|
| 1/19/21 | Cabinet/Crisis Intervention Team Meeting (Virtual) |
| 1/19/21 | NCACCP Technology Committee Meeting (Virtual) |

**<u>Board of Trustees Information</u>**

https://www.montgomery.edu/bot

## Board of Trustees Calendar of Events

## 2021

| | | |
|---|---|---|
| **January 13, 2021** | **7:00 p.m.** | **Board Meeting (Virtual)** |
| **February 10, 2021** | **11:30 a.m.** | **Foundation Board Meeting (Virtual)** |
| **February 10, 2021** | **7:00 p.m.** | **Board Meeting (Virtual)** |
| **March 10, 2021** | **5:30 p.m.** | **Committee/Board Meeting** |
| **April 14, 2021** | **5:30 p.m.** | **Committee/Board Meeting** |
| **May 12, 2021** | **7:00 p.m.** | **Graduation** |
| **May 12, 2021** | **11:30 a.m.** | **Foundation Board Meeting** |
| **May 12, 2021** | **5:30 p.m.** | **Committee/Board Meeting** |
| **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** |

Appendix J