

Montgomery Community College
Board of Trustees
March 10, 2021 – Remote Meeting Information Sheet

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

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

Call in number: +1 312 626 6799

Meeting ID Code: 937 4820 3866

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

<https://zoom.us/j/93748203866?pwd=WmlkOGRmWTBJODUydFhUb1FXL3Fjdz09>

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, March 10, 2021 at 6:00 p.m. The Board will meet as a committee of the whole.

Call to Order Claudia Bulthuis, Chairman

Prayer Claudia Bulthuis

Roll Call Courtney Atkins

Welcome and Announcements Claudia Bulthuis

Approval of the Agenda and the February 2021 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

- February Financial Reports – **Appendix B-1 (Action)**
- County Budget Request 2021-22 – **Appendix B-2 (Action)**
- Budget Call Back Memo #2 – **Appendix B-3**
- January Foundation Fund Statements – **Appendix B-4**
- Foundation Update
 - Golf Tournament – **Appendix B-5**

Building & Grounds Committee

- Facilities Report – **Appendix C-1**
- Construction Update – **Appendix C-2**
- Incident Report – **Appendix C-3**

Personnel Committee

- No Update

Curriculum/Student Services Committee

- Update from Vice President of Instruction/Student Services – **Appendix D-1**
 - Instruction
 - Student Services
 - Continuing Education
 - CE Class Visitation Report – **Appendix D-2**

Legislative/Public Relations Committee

- Legislative Updates
 - Proposed Amendment of 1G SBCCC 200.1 General Provisions – **Appendix E-1**
- Marketing Update – **Appendix E-2**

Institutional Status Committee

- No Update

SGA Report – Appendix F

President’s Report

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

Chairman’s Report

- Calendar of Events – **Appendix H**
 - March 31, 2021 – Closed Session Meeting for Presidential Evaluation
 - NCACCT Virtual Leadership Seminar – April 23, 2021
 - SEI Forms are due by April 15, 2021
- **Presidential Evaluation Schedule**
 - BOT returns completed forms by March BOT Meeting.
 - Results are compiled and reviewed by BOT on March 31, 2021
 - Results are discussed with Dr. Bledsoe at the March 31, 2021 meeting.

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

Minutes

Regular Meeting of the Board of Trustees Montgomery Community College

Wednesday, February 10, 2021

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was held remotely on Wednesday, February 10, 2021 and was called to order at 6:00 p.m. by Claudia Bulthuis, Chairman with the following members present:

Present

Phil Absher	Kerry Hensley
Tawanda Bennett	Susan Hershberger
Claudia Bulthuis	Dr. Philip Jones
Gelynda Capel	Gordon Knowles
Dr. Katie Dunlap	Bill Price
Shyla Hairston	
Robert Harris	

Absent

Ah'Jada Ingram, SGA President

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

Prayer

Mrs. Bulthuis opened the meeting with prayer.

Roll Call

Ms. Atkins called the roll.

Welcome and Announcements

Mrs. Bulthuis welcomed all in attendance and noted that the meeting was held as a committee of the whole. All votes were taken by roll call and recorded per SB 704.

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

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

Board of Ethics

Mrs. Bulthuis read the ethics statement, reminding the Board of Chapter 138A of the State Government Ethics Act and the Montgomery Community College Board Policy 1.4 Conflict of Interest, and asked if there were any potential or actual conflicts of interest.

No conflicts of interest were declared.

STANDING COMMITTEE REPORTS

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

Budget and Finance Committee

January Financial Reports – Appendix B-1 (Action)

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

- As of January 31, 2021, County fund expenditures were \$459,593 or, 58% of the budget.
- As of January 31, 2021, there were \$350,005 available for Capital Expenditures.
- As of January 31, 2021, State funds expenditures were \$4,995,059 or, 54% of the budget. This total includes a budget call back of \$82,494. The Budget Call Back Memo is presented in Appendix B-3.
- As of January 31, 2021, the Institutional Fund balance was \$842,959.
- As of January 31, 2021, the balance in the STIF account was \$199,055.

Ms. Hensley joined the meeting at 6:09 p.m.

Mr. Price made a motion, seconded by Ms. Hershberger, to approve the January Financial Funds reports. On a roll call vote, the motion passed unanimously.

December Foundation Fund Statement – Appendix B-2

Dr. Bledsoe presented Appendix B-2, the December Foundation Fund Statement. As of December 31, 2020, the balance of Foundation Funds totaled \$4,509,180.84 with a total increase of \$125,862.43 for the month.

Foundation Update

Dr. Bledsoe gave an update on the Foundation. He reported that the Humanitarian of the Year award was given to Mr. and Mrs. Jim Matheny for their efforts to support education in Montgomery County. The Fundraiser of the Year was given to Mr. Andy Speer, MCC employee and Taxidermy Instructor for his efforts to support MCC.

There will be a new format for the annual golf tournament this year. This event will be held virtually. Teams will have a scorecard and will be able to play at a date they select from April until May, 2021. Once all teams have played, scorecards will be tallied to determine a winner.

There are two new endowed scholarships, the Strong-Thompson Scholarship and the Elizabeth Abbott-Snavely memorial fund.

Budget Call Back Memo – Appendix B-3

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

He noted that in North Carolina, colleges' budget allocations are supported by a combination of State General Fund appropriations, tuition receipts, and federal funds. If any of these revenue sources do not meet expectations, budgets must be adjusted accordingly to ensure the State's constitutional mandate for a balanced budget is upheld. Based upon data through December, it is necessary to revise colleges' formula budgets downward by 1% for the 2020-21 fiscal year. Montgomery Community Colleges' budget call back total is \$82,494.

Facilities Report – Appendix C-1

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

Dr. Bledsoe reported that the new entryway has been built, accented with stone with lights installed. The lettering is still in production but should be installed within the next 2 weeks. Other projects on campus, such as the amphitheater, the forestry shed and the Building 500 lot are waiting for a break in the weather before they can be completed.

The maintenance crew is continually cleaning and sanitizing. They have increased the frequency of changing the buildings' HVAC filters. The maintenance crew has also been completing work orders and performing preventative maintenance around campus.

Construction Update – Appendix C-2

Dr. Bledsoe presented Appendix C-2, the Construction Update. Dr. Bledsoe noted that the Greenhouse kits have been ordered and waiting on the engineer to finalize the plans for the project.

Shooting Range Update

Dr. Bledsoe informed the Board on the status of the Shooting Range. A quote of \$78,000 was received from a local company to complete the project. Administration will be moving forward with the local contractor to complete the project.

Personnel Committee

Personnel Appointment – Appendix D-1

Dr. Bledsoe presented Appendix D-1, the Personnel Appointment Form for Melinda Hill, Director of Human Resources.

Curriculum/Student Services Committee

Update from Vice President of Instruction – Appendix E-1

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

The College is working with Montgomery County Schools to develop a “Grow Your Own Teachers” program to promote area residents to pursue a teaching career. The College will work with area 4-year schools to help students complete the Associate in Arts or Science degree pathways that ensure a smooth transition to a teacher preparation program. Phi Theta Kappa is sending out invitations to qualified students this month for membership in the honor society.

There are currently 41 Early College Students on target to complete the Associate Degree (along with a number of certificates) in spite of COVID interruptions. Two of those students are actually juniors and will have completed their associate degree in three years while finishing their high school degree. Both students will enroll in CTE pathways to complete additional preparation in the medical field.

The Welding program has added a Torchmate Pipe Cutter to the list of equipment as part of the Perkins funds. Enrollment in Taxidermy is strong with 11 students in the day and 10 students in the evening program. The College is showing growth in the Criminal Justice and Business Administration programs as well. The BLET class, with 19 students, continues to go strong through the winter months while they spread out to allow for social distancing. Work continues on the Golden Leaf Greenhouse project as well.

The program has expanded the opportunities for additional machining lab time by adding a second Friday machining lab. The purpose of the lab is to provide additional machining instruction to increase student success in the program. Students are working to keep the lab safe so that they can continue the face-to-face instruction that is so important in the program.

Update on Student Services – Appendix E-1

Dr. Bledsoe presented Appendix E-1, the update on Student Services.

The College has completed the first reporting for the CARES HEERF money. The College should now be eligible for additional funding. The department completed the North Carolina Higher Education Financial Aid Report with \$2.6 million distributed in 2019-2020. This is up \$437,000 (20%) from last year. Financial Aid continues to work with students to complete FAFSA by sending out reminder cards to all students including Montgomery High School seniors. In addition, the College participated in the MCS Financial Aid and Scholarship Update Zoom Meeting.

Nominees for the NCCCS College Foundations Awards are being submitted this month. Erica Santander-Hernandex is the MCC Academic Excellence Award recipient. Ms. Santander-Hernandex is a Medical Office Administration student and a President’s Honor Roll recipient. She is already working at the Montgomery Health Department as she finishes her degree. Student Board of Trustees Member, Ah’Jada Ingram (Associate in Arts) is the MCC nomination for the Bob Scott Award and William “Lou” Jones (Gunsmithing and Shooting Sports Management) is the MCC nomination for the Dallas Herring Award.

Invitations have been mailed to qualified Practical Nursing applicants to sit for the TEAS exam in February. Associate Degree Nursing program application deadline was the end of January and invitations will be sent out shortly for testing in March. The TEAS test is part of the selection process for the nursing programs. A reminder about applications for 2021 Graduation was sent to all students to encourage all students meeting the graduation requirements to submit an

Application for Graduation. In addition, the Records Office is currently working to identify students who will be meeting any graduation credentials and contacting them.

Blackboard tutors, funded by CARES Fund, assisted over 30 students with Blackboard Passwords resets, navigation, and student accounts. The counseling staff continues to send weekly reminders to students about the resource available in-person and or virtually. The staff continue to assist faculty in making contact with students who are absent or not active online. Faculty continues to refer students to the retention staff for follow-up.

Update on Continuing Education – Appendix E-1

Dr. Bledsoe presented Appendix E-3, the update from Continuing Education.

A Career and College Readiness student was homeless and living in their car when they entered our program. Through our support and encouragement, this student completed our program this fall and enrolled in truck driver training school. They successfully completed the program and secured a job as a full time truck driver. We could not be more pleased with the outcome and look forward to their continued success.

Five new adult apprentices have been added this semester. Three are Certified Nursing Assistant students (Autumn Care of Biscoe), one is an Industrial Systems Technology student (Jordan Lumber), and one is an Electrical Systems student (Jordan Lumber).

The Certified Nursing Assistant 1 program is nearing its maximum capacity with 28 future Certified Nursing Assistants now enrolled in our various sections. Seventeen students have enrolled in the Initial EMT (Emergency Medical Technician) Hybrid program. This program allows students to complete the majority of the classwork online with practicums face to face on Saturdays.

Legislative/Public Relations Committee

Legislative Updates

Dr. Bledsoe gave an update on Legislative Activities. Dr. Bledsoe reported that Legislators are back in session and they are actively discussing budget updates

Marketing Update – Appendix F-1

Dr. Bledsoe shared Appendix F-1, the Marketing update. He noted that several stories were shared in the local press including the grant for the Department of Labor and the Retirement/Emeritus Status of Beth Smith.

Institutional Status Committee – No Update

SGA Report – Appendix H

Mrs. Bulthuis shared Appendix H, the SGA Report.

The SGA handed out spring semester "Welcome Back Bags" filled with goodies to students and employees January 25th-29th. 350 bags were distributed.

The SGA will be hosting a virtual version of our annual Valentine Hearts contest. A picture of a jar filled with all different sizes and types of heart-shaped candies will be emailed to all MCC students and employees for a chance for them to submit their guesses for the number of hearts in the jar in order to win a prize. This is an easy, fun activity that has been done for several years and typically generates a lot of participation. The contest will take place the week of February 5th-12th.

The SGA will be hosting a weekly video series in observance of Black History Month. A video will be emailed out to all MCC students and employees each Monday throughout the month of February. These videos will showcase different monumental accomplishments by African American and Black American icons throughout history.

Advisor Latham will be working on coordinating food trucks to come to campus on Fridays. She is planning to contact Higgins BBQ and Sweet Tee Grille in order to set up a monthly plan for them to visit campus.

Mrs. Bulthuis noted that Ms. Ingram is in the running for two prestigious scholarships.

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 that Representative Ben Moss toured the campus recently. Also, Congressman Hudson held an event on MCC Campus for students in the State who were awarded recommendations to attend military schools.
- Dr. Bledsoe shared a COVID-19 update. He shared that a link for up-to-date numbers of COVID-19 cases affecting employees and students on MCC campus is now available on the website. Due to everyone's efforts, there still has not been no person to person transmission on campus. There are COVID-19 rapid tests to use on campus if needed.
- Dr. Bledsoe introduced Dr. Michelle Aheron to the Board. Dr. Aheron will be filling in temporarily for the Director of Institutional Effectiveness/SACSCOC position.

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 reminded the Board that graduation will be held on May 12, 2021.
- Mrs. Bulthuis noted that the March Board of Trustees meeting will be held at 6:00 p.m. via zoom.
- Mrs. Bulthuis shared the Presidential Evaluation Schedule with the Board of Trustees.
- **Presidential Evaluation Schedule**
 - BOT received a packet containing the direct reports response and an evaluation.
 - BOT returns completed forms to Mrs. Bulthuis by March BOT Meeting.
 - Results are compiled and reviewed by BOT at the end of March. Results will be discussed with Dr. Bledsoe during that time.

Mrs. Bulthuis shared a letter received from Mrs. Beth Smith thanking the Board of Trustees for the recognition of emeritus status.

Mr. Knowles made a motion, seconded by Mr. Price to adjourn the February 10, 2021 Board meeting at 6:29 p.m. The motion carried.

Claudia Bulthuis, Chairman



Courtney Atkins <atkinsc6516@montgomery.edu>

Fwd: Thank you!

Claudia Bulthuis <boardchair@montgomery.edu>
To: Courtney Atkins <atkinsc@montgomery.edu>

Wed, Feb 10, 2021 at 7:33 PM

Please include this message from Beth in the minutes. Thanks.

Claudia Blair Bulthuis
Chairman
Board of Trustees
Montgomery Community College
Troy, NC

----- Forwarded message -----

From: **Beth Smith** <smiths5756@montgomery.edu>
Date: Wed, Feb 10, 2021, 2:45 PM
Subject: Thank you!
To: Claudia Bulthuis <boardchair@montgomery.edu>

Ms. Bulthuis,

At the January Board meeting, to say I was surprised at being granted emeritus status would be a true understatement. It was an honor I had not anticipated and one that caught me totally off guard - - in a good way, of course! The "thank you" I gave to the Board that evening was heartfelt, but brief; emotions made it a little difficult for me to say much more. When you have the opportunity, please be sure the Board knows how very much the recognition and their kind words truly mean to me.

I told the Student Services staff that I must have done something right in a former life to have been given the opportunity to work in this field, at this place, with these people. I've worked with great students, enthusiastic staff and faculty members, and supportive administrations and Boards of Trustees. Please know that I love this small, but impressive, college of ours and will always support it.

I appreciate Mr. Proctor's letter, Dr. Bledsoe's support, and the Board's acceptance of the recommendation for emeritus status. Thank you and the Board again for the honor.

Beth

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

Wednesday, February 10, 2021

<u>Board Members</u>	<u>Approval of the Agenda</u>	<u>Financial Reports</u>
Phil Absher	Yes	Yes
Tawanda Bennett	Yes	Yes
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	Yes	Yes
Dr. Philip Jones	Yes	Yes
Gordon Knowles	Yes	Yes
Bill Price	Yes	Yes

**Montgomery Community College
County Funds - Board Report for February, 2021**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries	248,213	169,182	79,031	68%
Benefits	126,047	87,887	38,160	70%
Contracted Services	12,653	11,182	1,471	88%
Supplies & Materials	44,247	37,570	6,677	85%
Professional Development (Travel)	133	25	108	19%
Utilities	289,918	187,490	102,428	65%
Repairs & Maintenance	32,826	22,784	10,042	69%
Membership & Dues	2,660	720	1,940	27%
Insurance & Bonding	31,172	948	30,224	3%
Other Current Expenses	5,567	2,679	2,888	48%
Non-Capitalized Equipment	964	-	964	0%
Total Current Expense	794,400	520,467	273,933	66%

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's December 2020 Report	772,592
Add: Prior FY Property Tax Allocations from County Report	308,650
Add: FY21 Property Tax Allocation from County Report	62,614
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,318,856
Less: Prior FY Projects	(796,395)
Less: 2020-21 Projects- (Heat pump Pottery Bldg \$7K, Chiller Pumps Blair \$14K, Widen Road \$26K, Bldg 500 Reno \$71K, Dumpster Pad \$6, HVAC \$3K)	(127,080)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 02/28/2021	\$ 395,381

Montgomery Community College
State Funds - Board Report for February, 2021

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries- Full Time	4,140,977	2,760,359	1,380,618	67%
Salaries- Part Time	924,517	489,785	434,732	53%
Salaries- Full Time & Part Time	5,065,494	3,250,145	1,815,349	64%
Benefits	1,892,110	1,221,410	670,700	65%
Contracted Instruction	137,336	60,687	76,649	44%
Financial/Audit Services	48,992	4,492	44,500	9%
I.T. Contracted Services	61,000	30,000	31,000	49%
Other Contracted Services	61,386	37,015	24,371	60%
Contracted Services	308,714	132,194	176,520	43%
Supplies & Materials	298,027	145,087	152,940	49%
Professional Development & Travel	88,323	14,130	74,193	16%
Communications	161,336	145,990	15,346	90%
Equipment Repair	27,601	4,136	23,465	15%
Maintenance Agreements	88,427	15,734	72,693	18%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	116,028	19,871	96,157	17%
Advertising	76,850	23,267	53,583	30%
Credit Card Electronic Processing	11,680	5,105	6,575	44%
Child Care Assistance Grant	23,121	8,855	14,266	38%
WCE GEER Scholarships	72,750	57,095	15,655	78%
Project Skill-Up-Student Assistance	8,894	4,623	4,271	52%
Other Current Expense	29,003	18,819	10,184	65%
Other Current Services	145,448	94,496	50,952	65%
Software License Renewal	98,747	10,113	88,634	10%
Other I.T. Rentals/ Leases	57,459	54,413	3,046	95%
IT Rentals/Leases/Licenses	156,206	64,526	91,680	41%
Insurance and Bonding	7,900	-	7,900	0%

**Montgomery Community College
State Funds - Board Report for February, 2021**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Membership & Dues	29,345	7,914	21,431	27%
Minor Equipment	144,014	82,338	61,676	57%
Total Current Expense	8,489,795	5,201,368	3,288,427	61%
Equipment	543,225	167,431	375,794	31%
Perkins Equipment	41,742	19,901	21,841	48%
Healthcare/First Responders Equip	30,680	30,288	392	99%
PPE & COVID 19 Testing Equip	21,961	21,961	0	100%
Rural College Broadband Equip	152,348	152,347	1	100%
Books	31,951	13,476	18,475	42%
Equipment & Books	821,907	405,404	416,503	49%
Total Expenses	9,311,702	5,606,771	3,704,931	60%

Montgomery Community College
Institutional Funds- Board Report for February, 2021

	2020-21 Revenue	2020-21 Expense	Cash Balance 02/28/21
1 Pell Overpayments	-	-	(8,944)
Veterans Reporting Fee	-	-	1,276
Overhead Receipts 75%	838	1,812	10,066
Current General & Miscellaneous	845	805	15,950
Administrative Support	1,007	4,765	-
Overhead Receipts 25%	279	-	10,728
Excess Fee Receipts	54	54	-
Textbook Rental	15,020	11,472	22,787
College Work Study	6,913	6,913	-
Total Institutional Support	24,956	25,821	51,862
Forestry Program	100	750	6,456
Specific Fees	61,343	51,037	105,455
Live Projects: Taxidermy	-	-	349
Self Supporting Curriculum	-	54	20,130
Distance Learning	-	-	1,224
NC Live Grant	-	-	409
Technology Fee-Curriculum	15,212	613	69,238
Total Curriculum Instruction & Fees	76,655	52,454	203,260
Scrap Metal Fund HVAC	-	-	768
Self Supporting	17,977	18,197	81,691
Community Service	-	-	1,712
Career Readiness	-	-	2,173
Small Business Center	540	-	9,363
Specific Fees: Occupational Extension	15,546	6,386	93,248
Horticulture: Live Project	-	-	878
CE Grants/Scholarships	69,000	12,300	59,226
Fire Training Center Grant	-	-	12,312
Technology Fee: Continuing Education	-	-	2,008
CARES Act-Institutional	208,417	208,417	-
Total Cont Ed/Non-Curriculum Inst & Fees	311,480	245,299	263,377
2 NCWorks Grant Adult Services/Dislocated Worker	83,121	110,960	(27,839)
NCWorks Finish Line Grant	2,885	2,885	-
Total NC Works	86,006	113,845	(27,839)
Operational Funds	1,217	21,966	53,443
Sales Tax Utilization	127,080	127,080	-
Agricultural Expansion	100,000	13,850	86,150
Total Plant Operation & Maintenance	228,298	162,896	139,593
Vending	2,546	1,435	12,656
Bookstore Vending	5,326	-	52,034
General Store	42	(849)	1,197
Parking Fee	2,938	24,608	27,431
Student Government Association	23,228	13,557	44,525
Graduation Fund	1,229	68	2,920

**Montgomery Community College
Institutional Funds- Board Report for February, 2021**

	2020-21 Revenue	2020-21 Expense	Cash Balance 02/28/21
Student Ambassador	2,647	3,101	28,622
Club Accounts	-	-	70,266
3 Agency Fund	-	-	(18,946)
Funds for Others	-	-	13,295
Restricted Scholarships Held	-	-	2,500
Total Proprietary/Other	37,956	41,919	236,500
GEER Scholarship	57,095	57,095	-
FSEOG	15,494	15,230	264
4 Pell Grant	869,737	871,323	(2,065)
Education Lottery Scholarship	33,102	33,052	50
5 Golden LEAF	14,185	19,248	(5,063)
NC Community College Grant	40,971	40,911	60
High Demand/Low Enrollment	852	852	-
6 MCC Foundation Scholarship	71,496	125,385	(51,269)
Wells Fargo Scholarship	500	500	-
Less Than Half-time	1,632	390	1,242
SGA President Scholarship	1,500	1,500	-
SECU Scholarships	10,000	10,000	-
CARES Act-Student	-	-	-
Total Student Aid- Grants & Scholarships	1,116,563	1,175,486	(56,781)
Capital Projects- Sales Tax Utilization	13,850	1,100	12,750
Bond-Bldg 100 Int/HVAC/Roof	308,679	(148,687)	-
Bond-Blair Hall & Outside Amphitheater	161,096	161,096	-
Golden LEAF-FY2020-085	75,000	-	75,000
Total Capital Assets	558,625	13,509	87,750
Total Institutional Funds: First Bank	2,440,539	1,831,228	897,722

STIF Account as of 02/28/21	Interest This Year	Prior Y.E. Balance	Current Balance
Operational Funds	170	44,887	45,057
Self Supporting- Continuing Education	41	10,851	10,892
Technology Fees	301	79,697	79,999
Bookstore	238	62,913	63,151
Total Institutional Funds: State Treasury	750	198,348	199,097.70

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

**Montgomery Community College
FY 2020-2021 County Budget**

	Budget 19-20 Actual at YE	Budget 20-21 as of 3/5/21	% Difference FY20 vs FY21	Requested FY20-22	% Difference FY20 vs FY21
Salaries	248,996	248,213	0%	256,454	3%
Benefits	125,246	126,047	1%	130,872	4%
Contracted Services	15,843	16,153	2%	16,496	2%
Supplies & Materials	43,344	44,247	2%	45,132	2%
Professional Development (Travel)	1,267	1,233	-3%	1,200	-3%
Utilities	281,698	289,918	3%	295,716	2%
Repairs & Maintenance	19,053	19,130	0%	19,878	4%
Membership & Dues	2,520	2,660	6%	2,713	2%
Insurance & Bonding	37,548	38,172	2%	38,751	2%
Other Current Expenses	7,538	7,663	2%	7,804	2%
Non-Capitalized Equipment	947	964	2%	983	2%
Total Current Expense	784,000	794,400	1.3%	816,000	2.7%

Note: Spending is down in areas due to Covid-19 in FY19-20 and FY20-21. Request for FY21-22 assumes spending back to normal levels.



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Thomas A. Stith III
President

ALAMANCE COMMUNITY COLLEGE
ASHEVILLE-BUNCOMBE TECHNICAL
COMMUNITY COLLEGE
BEAUFORT COUNTY COMMUNITY COLLEGE
BLADEN COMMUNITY COLLEGE
BLUE RIDGE COMMUNITY COLLEGE
BRUNSWICK COMMUNITY COLLEGE
CALDWELL COMMUNITY COLLEGE
& TECHNICAL INSTITUTE
CAPE FEAR COMMUNITY COLLEGE
CARTERET COMMUNITY COLLEGE
CATAWBA VALLEY COMMUNITY COLLEGE
CENTRAL CAROLINA COMMUNITY COLLEGE
CENTRAL PIEDMONT COMMUNITY COLLEGE
CLEVELAND COMMUNITY COLLEGE
COASTAL CAROLINA COMMUNITY COLLEGE
COLLEGE OF THE ALBEMARLE
CRAVEN COMMUNITY COLLEGE
DAVIDSON-DAVIE COMMUNITY COLLEGE
DURHAM TECHNICAL COMMUNITY COLLEGE
EDGEcombe COMMUNITY COLLEGE
FAYETTEVILLE TECHNICAL COMMUNITY
COLLEGE
FORSYTH TECHNICAL COMMUNITY COLLEGE
GASTON COLLEGE
GUILFORD TECHNICAL COMMUNITY COLLEGE
HALIFAX COMMUNITY COLLEGE
HAYWOOD COMMUNITY COLLEGE
ISOTHERMAL COMMUNITY COLLEGE
JAMES SPRUNT COMMUNITY COLLEGE
JOHNSTON COMMUNITY COLLEGE
LENOIR COMMUNITY COLLEGE
MARTIN COMMUNITY COLLEGE
MAYLAND COMMUNITY COLLEGE
MCDOWELL TECHNICAL COMMUNITY COLLEGE
MITCHELL COMMUNITY COLLEGE
MONTGOMERY COMMUNITY COLLEGE
NASH COMMUNITY COLLEGE
PAMLICO COMMUNITY COLLEGE
PIEDMONT COMMUNITY COLLEGE
PITT COMMUNITY COLLEGE
RANDOLPH COMMUNITY COLLEGE
RICHMOND COMMUNITY COLLEGE
ROANOKE-CHOWAN COMMUNITY COLLEGE
ROBESON COMMUNITY COLLEGE
ROCKINGHAM COMMUNITY COLLEGE
ROWAN-CABARRUS COMMUNITY COLLEGE
SAMPSON COMMUNITY COLLEGE
SANDHILLS COMMUNITY COLLEGE
SOUTH PIEDMONT COMMUNITY COLLEGE
SOUTHEASTERN COMMUNITY COLLEGE
SOUTHWESTERN COMMUNITY COLLEGE
STANLY COMMUNITY COLLEGE
SURRY COMMUNITY COLLEGE
TRI-COUNTY COMMUNITY COLLEGE
VANCE-GRANVILLE COMMUNITY COLLEGE
WAKE TECHNICAL COMMUNITY COLLEGE
WAYNE COMMUNITY COLLEGE
WESTERN PIEDMONT COMMUNITY COLLEGE
WILKES COMMUNITY COLLEGE
WILSON COMMUNITY COLLEGE

March 2, 2021

MEMORANDUM

To: Presidents
Chief Business Officers

From: Elizabeth Grovenstein, Vice President/CFO

Subject: Budget Call Back #2 – Fiscal Year 2020-21

Elizabeth F. Grovenstein

Colleges' budget allocations are supported by a combination of State General Fund appropriations, tuition receipts, and federal funds. If any of these revenue sources do not meet expectations, budgets must be adjusted accordingly to ensure the State's constitutional mandate for a balanced budget is upheld. As previously discussed, the pandemic has had an impact on enrollment and tuition receipts. In January college formula budgets were reduced \$15 million (1.1%) due to a System tuition receipt shortfall. Based upon data through February, the tuition receipt shortfall exceeds earlier estimates. Consequently, it is necessary to revise colleges' formula budgets downward \$8 million (0.6%) for a second budget call back in FY 2020-21.

Attachment A lists the amount by which each college's budget will be revised. Colleges may determine locally how to implement the budget call-back. Colleges may identify these reductions from any non-federal allocation included in the total formula and categorical budget allocations provided in Section III, Parts A-C, of the FY 2020-21 State Aid Allocations and Budget Policies (Budget Package) and as summarized in Section III, Part D of the Budget Package, except for Customized Training funds. Colleges may not identify cuts from any allocations approved by the State Board outside the scope of the Budget Package. **Please e-mail the attached form (Attachment B) to Josh Brown, Director of State Aid (brownj@nccommunitycolleges.edu) by March 26, 2021, indicating the appropriate purpose(s) that are being reduced as a result of this budget call back. Also, please ensure that these revisions are posted to the college's general ledger so that they show up on your March 112 report.**

Please remember that a budget represents a plan, or authority, to expend funds. That authority can only be exercised if revenues are sufficient to support the expenditure plan. There is no cash transaction associated with this budget call back. We are simply having to revise our budgets (i.e., our expenditure plans) to match

Mailing Address: 5001 Mail Service Center | Raleigh, NC | 27699-5001
Street Address: 200 West Jones Street | Raleigh, NC 27603 | Phone: 919-807-7100 | Fax: 919-807-7165

www.nccommunitycolleges.edu
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Budget Call Back #2 Memo

March 2, 2021

Page 2

cash revenues. Thank you for your cooperation with this disappointing, but necessary second budget call back. As always, we appreciate your patience as we continue to navigate through these uncharted waters.

Attachments

Montgomery Community College Foundation

Funds Statement FY 2020-2021

Fiscal Year To Date 7/1/2020 thru 6/30/2021

	Wells Fargo	STIF	First Bank	Total
--	-------------	------	------------	-------

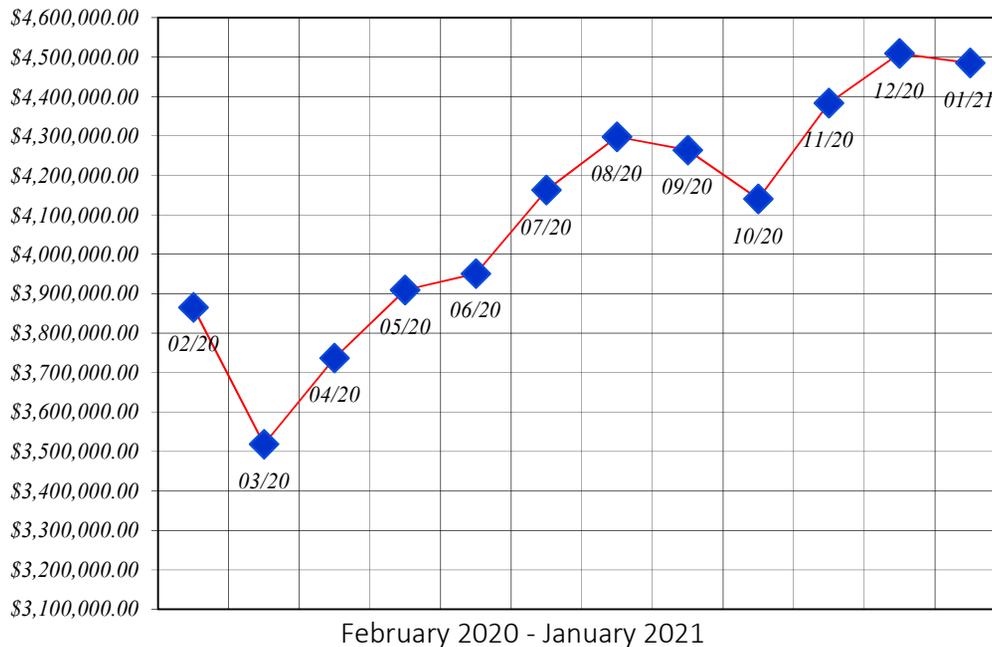
Beginning Value	\$3,416,364.57	\$470,452.83	\$63,881.14	\$3,950,698.54
Receipts				
Interest/Dividends	\$35,320.91	\$1,856.84	\$10.43	\$37,188.18
Deposits	\$35,990.36	\$99,964.65	\$205,934.04	\$341,889.05
Total Receipts	\$71,311.27	\$101,821.49	\$205,944.47	\$379,077.23
Disbursements				
Fees/Withdrawals	\$72,154.38	\$80,355.76	\$156,824.19	\$309,334.33
Total Disbursements	\$72,154.38	\$80,355.76	\$156,824.19	\$309,334.33
Market Value Net Change	\$464,365.44	\$0.00	\$0.00	\$464,365.44
Ending Value	\$3,879,886.90	\$491,918.56	\$113,001.42	\$4,484,806.88
Net Change	\$463,522.33	\$21,465.73	\$49,120.28	\$534,108.34

Month of January 2021

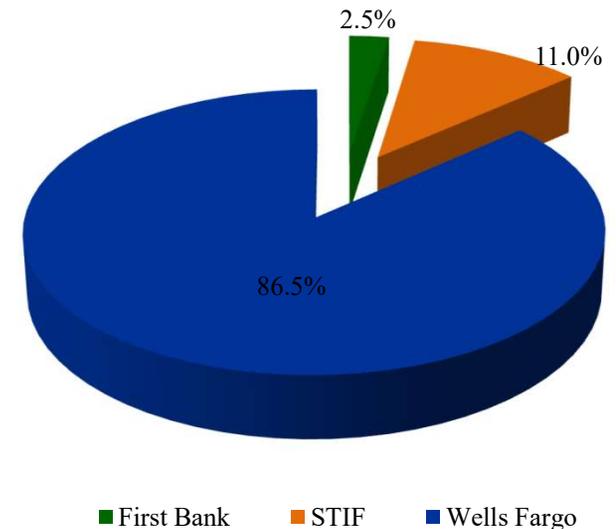
	Wells Fargo	STIF	First Bank	Total
--	-------------	------	------------	-------

Beginning Value	\$3,929,765.35	\$492,589.84	\$86,825.65	\$4,509,180.84
Receipts				
Interest/Dividends	\$2,960.28	\$134.31	\$1.74	\$3,096.33
Deposits	\$1,800.00	\$5,133.00	\$33,107.03	\$40,040.03
Total Receipts	\$4,760.28	\$5,267.31	\$33,108.77	\$43,136.36
Disbursements				
Fees/Withdrawals	\$3,569.58	\$5,938.59	\$6,933.00	\$16,441.17
Total Disbursements	\$3,569.58	\$5,938.59	\$6,933.00	\$16,441.17
Market Value Net Change	(\$51,069.15)	\$0.00	\$0.00	(\$51,069.15)
Ending Value	\$3,879,886.90	\$491,918.56	\$113,001.42	\$4,484,806.88
Net Change	(\$49,878.45)	(\$671.28)	\$26,175.77	(\$24,373.96)

Foundation Funds Value



Foundation Funds Distribution



SPONSORSHIP OPPORTUNITIES

\$3000 Corporate Sponsor

Includes custom golf balls with company logo for each tournament player, program listing, entry/extra package for four players.

\$1000 Tournament Sponsor

Includes program listing, entry/extra package for four players.

\$550 Team Sponsorship

Includes program listing, entry/extras package for four players.

\$500 Friend Sponsorship

Includes program listing.

\$250 Cart Sponsorship

Includes program listing.

\$100 Hole Sponsorship

Includes program listing.

SPONSORSHIP INFORMATION

Name _____

Company _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Please return sponsorship and/or player forms with payment by April 2, 2021.

MONTGOMERY COMMUNITY COLLEGE FOUNDATION

ATTN: KORRIE ERVIN
1011 PAGE STREET
TROY, NC 27371
(910) 898-9603



*22nd Annual
Virtual*

GOLF TOURNAMENT

**EARLE A. CONNELLY
INVITATIONAL**

Register by April 2, 2021

**Tournament can be played at
your convenience between
April 16-May 14, 2021 at
Densons Creek Golf Course.**



TOURNAMENT DETAILS

REGISTRATION: Thru—April 2

Entry: \$100 Individual Player (Includes: Player fee, extras package, gift certificate to Sweet Tee Grill)

\$550—Team Sponsorship (Includes: Hole sponsorship, Player fee, extras package and gift certificate to Sweet Tee for each player.)

Mail in the attached registration form along with payment by April 2, 2021. Mail to:

MCC Foundation
1011 Page Street
Troy, NC 27371

A Tournament Packet will be mailed to all registered teams the week of April 5.

TOURNAMENT PACKET TO INCLUDE:

- 4—Certificates for a round of golf at Densons Creek Golf Course.
- 4—Extras Package
(Mulligans, Toss and Ladies Tee, included for each player)
- 4- \$10 gift certificates to Sweet Tee Grill

FORMAT: Captains Choice—Bring your team to Densons Creek Golf Course any time between **April 16—May 14, 2021**. Goody bags will be available in the Pro Shop for registered teams. (Be sure to bring your gift certificates!)

PRIZES: Teams may submit their score card in the Pro Shop or email a picture of the card to: ervink@montgomery.edu. Gift Certificates will be awarded to the 1st and 2nd place teams.



Mr. Earle Connelly

Mr. Earle Connelly was a long-time and passionate supporter of the MCC Foundation. This golf tournament has been named in his memory for the many years of support he gave to the MCC Foundation and our community.

Your participation will help current and future Montgomery Community College students by providing funds to support scholarships, mini-grants, faculty excellence, and other projects that benefit students, not to mention providing you with a day of great fun!

Sponsors and participants determine the success of this tournament. Please contact Korrie Ervin, Montgomery Community College Foundation, @ 910-898-9603 OR ervink@montgomery.edu for more information.

PLAYER ENTRY FORM

Player 1 (Team Contact):

Handicap: _____

Address: _____

Telephone: _____

Email _____

Player 2:

Handicap: _____

Address: _____

Telephone: _____

Email _____

Player 3:

Handicap: _____

Address: _____

Telephone: _____

Email _____

Player 4:

Handicap: _____

Address: _____

Telephone: _____

Email _____



Please return forms with payment by

Appendix B-5 April 2, 2021

**Board Report
Facilities
March, 2021**

A new split-system HVAC unit was installed in the Purchasing Department.



The new entryway has been completed and construction has begun on the amphitheater shelter.



Other projects on campus, amphitheater, forestry shed, Building 500 lot are waiting for a break in the weather to be completed.

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

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

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

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

The restrooms are waiting for the tile contractors to replace all tile in restrooms. The restrooms will be completed one set at a time.

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

- **Blair Hall & Outdoor Amphitheatre Renovations**

- The 2nd round of renovations are progressing. The entry arch has been completed. The new Counseling Center and general use conference room has been completed. The new Auditorium has been completed. The outdoor amphitheater shelter is being constructed.

- Budget: (NC Bond) \$459,286 (Adv Planning Grant) \$20,676
- Disbursed to Date: \$161,096

- **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. Contractors are waiting for the weather to break to asphalt the lot. In an effort to add a gravel emergency access road from the new firing range addition to the current forestry road and connect back to the new building 500 parking lot, an additional \$8,000 has been added to the project from contingency funds.

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

- **Greenhouse Project**

The greenhouse kits have been ordered and the plans have been supplied to the engineer to complete site plans. Construction bids will close on March 8, 2021.

- Budget: (Golden Leaf) \$375,000 (County Agricultural Expansion) \$100,000
- Disbursed to Date: (Golden Leaf) \$0 (County Agricultural Expansion) \$1,100

- **Firing Range Expansion**

The firing range expansion consists of adding lanes and berms surrounding it on three sides.

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

Daily Crime/Incident Log/Clery Act Log			
Nature (Classification)	Date/Time Reported	Date/Time Occurred	General Location
EMS call, student medical issue	02/22/2021/8:00 am	02/23/2021/9:00 am	CTE Hallway

**Board Report
Instruction and Student Development
March, 2021**

Faculty and staff continue to reach out to students and help them navigate these difficult times. Faculty and staff are in contact with students, advisors, and MCS personnel to help keep students on track and to help those who may have gotten off track to get back on. In addition, plans are in place for the return to campus for CCP students on March 8 (CTE students) and March 15 (Early College).

Instruction

Arts and Science

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

College and Career Promise

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

Health and Human Services

The Dental Assisting students, Nursing Students and the Medical Assisting students have participated in COVID Vaccine Clinics in the area. The Biscoe Lions Club is working to bring the KidSight Vision van to each of the elementary schools during the pre-k and kindergarten registrations throughout the county. Early Childhood and Human Service Technology students will volunteer to help with the event.

Career and Technical Education

Heating and Air Conditioning students (HVAC) are currently working on “live projects” for members of the College community. Ed Hinson and his students are looking for projects if you have a need for HVAC services. If you are interested, please let us know.

Gunsmithing

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

Student Services

Financial Aid

The school offered the chance for students affected by Covid to apply for a HEERF Cares Act Scholarship using some of the money provided by the federal government. We were able to award everyone that qualified a scholarship. So far, the College expended \$21,113 to 33

students. The College posted \$57,094.80 for 125 students of GEER (Governor's Emergency Education Relief Scholarship) for the Continuing Education Department this academic year.

Counseling

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

Continuing Education

Success Story

In partnership with K-M Machine Company via MCC's NCWorks Career Center we are completing an On-the-Job Training (OJT) program. OJT offers the unique opportunity to offset initial training costs to fill skilled positions while building organizational productivity as the employee learns job requirements. An OJT arrangement can be the impetus for an employer to create a job opportunity. MCC graduate, Phone Keosouma lost his job because of the pandemic. Through this program, K-M Machine was able to give him an opportunity to enhance his skills and acquire full-time employment. We are happy to report that Phone is happy with his new position and has mastered all pre-set training objectives.

Business & Industry Services

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

Health & Public Safety

Thirty students completed the Fire Chief 101 program. This course is designed to apprise chief officers of the various aspects and complexities surrounding the operations and organization of North Carolina Fire departments. Emphasis was placed on ratings and inspections, NFIRS reporting, prevention and relief funds, grant programs, basic line of duty death information, various state associations, and an overview of chief officer expectations in North Carolina. This class satisfies the 9S insurance inspection criteria as specified by the North Carolina Administrative Code.

College and Career Readiness (CCR)

Montgomery County Probation/Parole has partnered with CCR to start a new High School Equivalency class for their clients. This class will begin March 8, 2021 at an approved off-campus location.

Small Business Center (SBC)

Guns, Goals, & Grit Business Summit was a success with over 60 attendees, 7 seminars with a nationally recognized keynote speaker. Attendees came from the following states; North Carolina, New Mexico, Washington, South Carolina, Colorado, Arizona, Virginia, Ohio, Utah, Arkansas, Pennsylvania, Maryland, New York, Indiana, Florida, California, Michigan, Nevada, & Kentucky.



MONTGOMERY COMMUNITY COLLEGE

MEMO TO: Chad Bledsoe Ph.D., President

FROM: Andrew Gardner, Dean of Continuing Education

REGARDING: Summer 2020 Class Visitation Log Report

DATE: February 16, 2021

In accordance with the College's Internal Audit Plan, Policy 504.00, 50% of all off-campus classes and 25% of all on-campus classes are to be visited during each semester by the corresponding program manager. In addition, the Dean of Continuing Education is required to visit a minimum of 10% of off-campus classes.

During the summer semester 2020 the Continuing Education Department, through its Basic Skills, Customized Training, and Occupational Extension program, offered 22 courses on campus and 31 courses at off campus distant learning venue for a total of 53 courses. Of the 22 courses offered on campus, 13 required verification. Of the 31 courses offered off campus, 6 required verification. Please see enclosed chart for further information.



MONTGOMERY COMMUNITY COLLEGE

Montgomery Community College

**CONTINUING EDUCATION ACCOUNTABILITY/CREDIBILITY PLAN
IMPLEMENTATION BY DIRECTOR**

ON CAMPUS

DIRECTOR	TOTAL CLASSES OFFERED	TOTAL CLASSES NON-EXEMPT	# VISITS	PERCENTAGE 25% required
Beaman, Riley	11	6	6	100%
Williams, Sydney	2	2	2	100%
Hamilton, Jessica	2	2	2	100%
Brown, Deanne	4	2	2	100%
Williams, Alex	3	1	1	100%
TOTALS	22	13	13	100%

OFF CAMPUS

DIRECTOR	TOTAL CLASSES OFFERED	TOTAL CLASSES NON-EXEMPT	# VISITS	PERCENTAGE 50% required
Beaman, Riley	22	3	3	100%
Williams, Sydney	-	-	-	-
Hamilton, Jessica	7	1	1	100%
Brown, Deanne	2	2	2	100%
Williams, Alex	-	-	-	-
TOTALS	31	6	6	100%

**CONTINUING EDUCATION ACCOUNTABILITY/CREDIBILITY PLAN
IMPLEMENTATION BY DEAN**

OFF CAMPUS

DEAN	TOTAL CLASSES OFFERED	TOTAL CLASSES NON-EXEMPT	# VISITS	PERCENTAGE 10% required
Gardner, Andrew	22	6	2	33%



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Thomas A. Stith III
President

MEMORANDUM

TO: Members of the State Board of Community Colleges
 Chairs of the Boards of Trustees
 Community College Presidents
 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, Personnel Directors, Student Development Administrators,
 Public Information Officers, Registrars, & Other Interested Parties

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

RE: **Proposed Amendment of 1G SBCCC 200.1 – General Provisions**

DATE: February 23, 2021

The State Board of Community Colleges has initiated the rulemaking process to amend **1G SBCCC 200.1 – General Provisions**. The rule currently addresses how colleges can make up instructional hours due to adverse weather events. The proposed amendment will give colleges the flexibility to make up instruction for “other emergency events” in addition to adverse weather events.

The proposed amendment is published on the NC Community College System's website, www.nccommunitycolleges.edu/sbcccode. For your convenience, a copy of the proposed rule, with the changes indicated, are attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits public comments on behalf of their community college should comply with their college’s local process for submitting comments on a proposed rule. **Written comments on the rule must be received by**

Mailing Address: 5001 Mail Service Center | Raleigh, NC | 27699-5001
 Street Address: 200 West Jones | Raleigh, NC 27603 | Phone: 919-807-7100 | Fax: 919-807-7173
www.nccommunitycolleges.edu
 AN EQUAL OPPORTUNITY EMPLOYER

no later than 5:00 p.m. on March 25, 2021. Any member of the public has the right to request a hearing on the proposed rule. **Requests for a hearing must be received by no later than 5:00 p.m. on March 10, 2021.** Written comments and requests for hearing shall be directed to the following address: Jonathan Harris, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by **email to publiccomments@nccommunitycolleges.edu.** Thank you for your attention to this matter.

CC21-009
E-mail Copy

Attachments



State Board of Community Colleges

Notice of Proposed Rulemaking Form

Date: February 23, 2021

Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed	Amend 1G SBCCC 200.1 – General Provisions
---	---

Specify whether the SBCC proposes to adopt amend, or repeal a rule:

Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Rationale for proposed adoption, amendment or repeal:	The rule currently addresses how colleges can make up instructional hours due to adverse weather events. The amendment would add "or other emergency events" to give colleges the same flexibility to make up hours during other emergency events that are not due just to weather related events.
--	--

Proposed Effective Date of Rule	May 1, 2021
--	-------------

1G SBCCC 200.1 is proposed for amendment as follows:



1 **State Board of Community Colleges Code**
 2 **TITLE 1. COMMUNITY COLLEGES**

3
 4 **CHAPTER G. FULL-TIME EQUIVALENT (FTE)**

5
 6 **SUBCHAPTER 200. FTE REPORTING CATEGORIES/CRITERIA**

7
 8 **1G SBCCC 200.1 General Provisions**

9 (a) FTE Reporting. As directed by the System Office, colleges shall report FTE
 10 enrollment in all course sections scheduled during each academic term reporting
 11 period. If a course section is scheduled for a time period that crosses academic
 12 term reporting periods, the FTE enrollment shall be reported as follows:

13 (1) For curriculum course sections that are regularly scheduled, as defined in 1G
 14 SBCCC 200.93(b), FTE enrollment shall be reported in the academic term
 15 reporting period in which the 10% point of the class falls.

16 (2) For curriculum course sections that are non-regularly scheduled, as defined in 1G
 17 SBCCC 200.93(c), and all continuing education course sections, FTE enrollment
 18 shall be reported in the academic term reporting period in which the last day of the
 19 course falls.

20 The System Office shall provide colleges no less than 21 calendar days after the
 21 end of the academic term reporting period to submit FTE enrollment data.

22 (b) Instruction Provided Outside the College's Service Area. Excluding clinical
 23 instruction, a college may provide instruction outside its service area, as
 24 established per 1A SBCCC 300, only if the appropriate instructional service
 25 agreement is executed consistent with 1D SBCCC 300.6 and 1D SBCCC 400.96.
 26 If the instructional service agreement provides for the sharing of FTE, the colleges
 27 that are party to the agreement shall prorate the number of FTE reported
 28 consistent with the provisions of the agreement and the rules of this Chapter.

29 (c) Making Up Instructional Hours Due to Adverse Weather or Other Emergency
 30 Events. A college is responsible for delivering instruction to meet the learning
 31 outcomes of each course it provides. If it is not possible or it will not be possible to

1G SBCCC 200.1 is proposed for amendment as follows:

1 reschedule all class hours missed due to adverse weather or other emergency
 2 events, the instruction may be made up by other alternatives included in the
 3 college's adverse weather policy or other policies, such as online instruction and
 4 alternative assignments. In a correctional education setting, a college may make
 5 up instructional time by issuing evening and weekend assignments and
 6 documenting students' successful completion of the assignments. The college
 7 must maintain documentation of how instruction was rescheduled or otherwise
 8 made up until released from all compliance reviews.

9
 10 *History Note: Authority G.S. 115D-5;*

11 *Eff. [May 1, 2017](#)*

12 *Temporary Amendment Eff. [October 19, 2018](#); Temporary Amendment*
 13 *Expired April 17, 2019;*

14 *Amended Eff. [November 1, 2019](#)*

15 *Temporary Amendment Eff. [March 19, 2020](#). Temporary Amendment*
 16 *Expired September 15, 2020.*

17 *Temporary Amendment Eff. [September 15, 2020](#).*

18 *Amended Eff. _____.*

**Board Report
Marketing Update
March, 2021**

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

High School Open House “Keepsake Booklet” in Newspaper
 NRA Course Booklet for 2021 Complete

Promotional Activities (events and advertising we purchased)

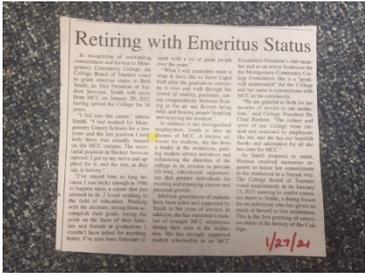
Montgomery Scholar Ad (Montgomery Herald)
 Career & College Promise Ad (Montgomery Herald)

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

SBC Class Listing for Spring 2021
 NRA Short Term Course Schedule Unveiled
 Wi-Fi Enhancements to Campus
 “Community is Our Middle Name” Youth Outreach

Press Pickups

Department of Labor \$5 Million Grant (2/24)
 Content in High School Open House Booklet



Social Media Statistics (Facebook)

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

New Followers	34	18	16	16	22	28	28
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**Student Government Association
Board Report
March, 2021**

The SGA will be handing out Mid-term Mania Snack Bags to students the week of March 1st-5th. These bags are full of snack items to provide an energy boost for students taking their mid-term exams throughout the week. In recognition of St. Patrick's Day on March 17, the SGA will be handing out gifts of chocolate gold coins and green MCC lanyards to students around campus.

The Higgins BBQ Truck is scheduled to be on campus bi-weekly on Fridays throughout the remainder of the semester.

Letters inviting eligible students to apply to be a Student Ambassador for the 2021-2022 academic year were sent out in February and interviews will be held on March 16th & 17th.

**President's Report
March 10, 2021**

Activities since the February Board Meeting

2/11/21	Employee Meeting (Virtual)
2/12/21	ERP Committee Meeting (Virtual)
2/12/21	NCCCS Conference Roundtable (Virtual)
2/12/21	MCC Facilities Meeting (Virtual)
2/16/21	Cabinet/Crisis Management Team Meeting (Virtual)
2/17/21	NC State Professional Development Seminar (Virtual)
2/17/21	MCC and MCS Meeting (Virtual)
2/18/21	District Leadership Meeting (Virtual)
2/19/21	Presidents' Casual Conversation Meeting (Virtual)
2/23/21	VP Meeting (Virtual)
2/24/21	Legislative Call (Virtual)
2/24/21	Rotary Meeting (Virtual)
2/26/21	Presidents' Casual Conversation Meeting (Virtual)
3/2/21	Cabinet/Crisis Management Team Meeting (Virtual)
3/2/21	NCACCP Meeting (Virtual)
3/3/21	NC State Professional Development Seminar (Virtual)
3/4/21	Rotary Meeting (Virtual)
3/5/21	Presidents' Casual Conversation Meeting (Virtual)
3/9/21	VP Meeting (Virtual)
3/9/21	Presentation to County Commissioners
3/9/21	Belk Center Presidents' Academy Seminar (Virtual)
3/10/21	Meeting with Senator Tillis (Virtual)
3/10/21	Board of Trustees Meeting (Virtual)

Upcoming Activities

3/11/21	Employee Meeting (Virtual)
3/12/21	ERP Committee Meeting (Virtual)
3/16/21	Cabinet/Crisis Management Team Meeting (Virtual)
3/18/21	State Board Meeting (Virtual)
3/19/21	Presidents' Casual Conversation Meeting (Virtual)

Board of Trustees Information

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



Blaze Your Trail

Board of Trustees Calendar of Events

2021-2022

March 10, 2021	6:00 p.m.	Board Meeting (Virtual)
March 31, 2021	6:00 p.m.	Called Board Meeting in Blair Auditorium (Hybrid)
April 14, 2021	6:00 p.m.	Board Meeting (Virtual)
April 15, 2021		SEI Forms are Due
April 16 - May 14, 2021		Foundation Annual Golf Tournament (Virtual)
April 23, 2021	9:00 a.m. - 2:15 p.m.	NCACCT Virtual Leadership Seminar
May 12, 2021	1:00 p.m.	Foundation Board Meeting
May 12, 2021	5:30 p.m.	Board Meeting
May 12, 2021	7:00 p.m.	Graduation
June 9, 2021	5:30 p.m.	Committee/Board Meeting
July, 2021		No Board Meeting
August 11, 2021	11:30 a.m.	Foundation Board Meeting
August 11, 2021	5:30 p.m.	Committee/Board Meeting
September 8, 2021	5:30 p.m.	Committee/Board Meeting
October 13, 2021	5:30 p.m.	Committee/Board Meeting
November 10, 2021	5:30 p.m.	Foundation Board Meeting
November 10, 2021	5:30 p.m.	Committee/Board Meeting
December, 2021		No Board Meeting
December 3, 2021	5:30 p.m.	Board Christmas Dinner
January 12, 2022	5:30 p.m.	Committee/Board Meeting