



**Board of Trustees Meeting
November 11, 2020**

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 6:30pm 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. Bulhuis will take roll again at 7:00 p.m.

Call in number: +1 312 626 6799 **Meeting ID Code:** 923 6947 2419

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

<https://zoom.us/j/92369472419?pwd=TGdPVXBibmNCZFBoVlhPVU1kTkJPZz09>

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, November 11, 2020 at 7:00 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 October 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

- October Financial Reports – **Appendix B-1 (Action)**
- September Foundation Fund Statement – **Appendix B-2**
- Grants Update – **Appendix B-3**

Building & Grounds Committee

- Facilities Report – **Appendix C-1**
- Construction Update – **Appendix C-2**
- Greenhouse Project – **Appendix C-3 (Action)**
- Dumpster Pad Quote – **Appendix C-4 (Action)**
- Parking Lot Project – **Appendix C-5 (Action)**

Personnel Committee

- Personnel Appointment
 - NCWorks Customer Service Specialist – **Appendix D-1**

- HVAC Technician – **Appendix D-2**

Curriculum/Student Services Committee

- Update from Vice President of Instruction – **Appendix E-1**
 - Continuing Education – **Appendix E-2**
 - ECU Pirate Promise Agreement – **Appendix E-3**
 - Student Fee Chart – **Appendix E-4 (Action)**
- Update from Vice President of Student Services – **Appendix E-5**

Legislative/Public Relations Committee

- Legislative Updates
- Marketing Update – **Appendix F-1**

Institutional Status Committee

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

SGA Report – Appendix H

President's Report

- Activities Since Previous Board Meeting – **Appendix I**
 - Adult Basic Skills Enrollment
 - Memorial Garden Update
 - COVID Update
 - MCC Pottery Sale

Chairman's Report

- Calendar of Events – **Appendix J**

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

Minutes

Regular Meeting of the Board of Trustees Montgomery Community College

Wednesday, October 14, 2020

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was held remotely on Wednesday, October 14, 2020 and was called to order at 7:02 p.m. by Claudia Bulthuis, Chairman with the following members present:

Present

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

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; Beth Smith, Vice President of Student Services; Kelly Morgan, Director of Marketing, Communications and Public Relations; Carol Holton, Director of Institutional Effectiveness/SACSCOC; Korrie Ervin, Director of Resource Development; and Courtney Atkins, Assistant to the President.

Prayer

Mrs. Bulthuis opened the meeting with prayer.

Phil Absher joined the meeting at 7:10 p.m.

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 including new trustee Mrs. Shyla Hairston. Mrs. Bulthuis shared Appendix A, Mrs. Hairston’s biography with Board members.

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 September 2020 Board Minutes - Action

Mr. Knowles made a motion, seconded by Ms. Hensley, to approve the agenda for the October 14, 2020 meeting. On a roll call vote, the motion passed unanimously.

Mr. Knowles made a motion, seconded by Ms. Hensley, to approve the minutes as corrected to show that Mrs. Hershberger and Mr. Price were not in attendance at the September meeting as stated on the Roll Call list. 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

September Financial Reports – Appendix C-1 (Action)

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

- As of September 30, 2020, County fund expenditures were \$191,310 or, 24% of the budget.
- As of September 30, 2020, there were \$367,569 available for Capital Expenditures. A total of \$43,582 in funds were spent for a new heat pump in the Pottery Building, a chiller pump and pump repairs in Blair Hall as well as road upgrades for the road in between Blair Hall and Building 500.
- As of September 30, 2020, State funds expenditures were \$1,780,099 or, 21% of the budget.
- As of September 30, 2020, the Institutional Fund balance was \$616,126.
- As of September 30, 2020, the balance in the STIF account was \$198,775.

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

Approval of 2-1 2020-2021 State and Local Budgets – Appendix C-2 (Action)

Dr. Bledsoe presented the 2-1, 2020-2021 State and Local Budgets for approval. The state budget is listed at \$8,358,283, the county budget is listed as \$794,400 and the institutional budget is listed at \$1,805,350 for a total budget of \$10,958,033.

Mr. Price made a motion, seconded by Ms. Hensley, to approve the 2-1 2020-2021 State and Local Budgets. On a roll call vote, the motion passed unanimously.

August Foundation Fund Statement – Appendix C-3

Dr. Bledsoe presented Appendix C-3, the August Foundation Fund Statement. As of August 31, 2020, the balance of Foundation Funds totaled \$4,162,684.47.

The Foundation nonevent raffle will be held virtually this year. Tickets are being sold and the drawing will be held on September 25 at 6:00 p.m. on Facebook.

Building and Grounds CommitteeFacilities Report – Appendix D-1

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

Dr. Bledsoe reported that an HVAC unit was replaced in Building 300 (Pottery). The building is conditioned with 2 units, and the oldest unit which is 14 years old failed, resulting in the replacement. The indoor portion of the system is located in the ceiling. The auditorium is close to completion. Crews are grinding the floor in preparation for an epoxy coating as well as touching up paint and installing the cove base. The lights are going to be replaced with new led flat panels. The new counseling center is close to completion with touch up painting and cove base installation scheduled for the next week. Building 500 renovations are underway with demolition, carpet removal, and floor polishing finishing this week. Photos of the construction mentioned were presented in the report.

Construction Update – Appendix C-2

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

Dr. Bledsoe reported that the roof replacement has been completed in Blair Hall and the second phase of building renovations and HVAC upgrades are mostly 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 during this month.

The second round of renovations in Blair Hall will include a new entryway near the newly constructed Student Services and a new Counseling Center. Also, the auditorium has been filled, an electrical panel relocated, and new power & data outlets installed in the floor. The concrete has been poured, ground, and polished. The outdoor amphitheater will be reconstructed to include a shelter and dusk to dawn lighting. The new counseling center and a general use conference room are close to completion.

The demolition of the 2 areas, rooms 502 and 512, in Building 500 have been completed. The floors have been polished in room 512 and the next step is to have the areas painted and LED lighting installed in room 502.

Contractors are working to widen the one-way road between Blair Hall and Building 500 to convert to two-way traffic. They plan to remove the chain link fence around Building 500 and remove existing speed bumps. They will be planning to add dirt, grade, seed and straw the disturbed area along with providing asphalt patching. Four asphalt speed bumps with handicapped walkways across the top will also be installed.

Greenhouse Project Bids

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

Dr. Bledsoe noted that several bids were received but the bids were not comparable. Administration will be reaching out to the contractors and will plan to have those bids reevaluated with official bids for discussion at the November meeting.

Facility Master Plan

Dr. Bledsoe reported that the Facility Master Plan has been updated. The Board received a virtual copy of the facility master plan to review those updates.

Personnel CommitteeNotice of Resignation – Appendix E-1

Dr. Bledsoe presented Appendix E-1, the notice of resignation for Marcus Ervin, Maintenance Supervisor.

Curriculum/Student Services CommitteeUpdate from Vice President of Instruction – Appendix F-1

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

MCC is celebrating National Manufacturing Day with a new College video. As manufacturers seek to fill 4.6 million high-skill, high-tech and high-paying jobs over the next decade, Manufacturing Day empowers manufacturers to come together to address their collective challenges so they can help their communities and future generations thrive.

The Class of 2020 LPN students passing rate is 93%. All fifteen students have completed the exam with fourteen passing on the first attempt. Congratulations to all the students who were successful during this trying year.

Mark Nova from Anvil Gunsmithing visited the Gunsmithing classes in September. Mark shared some interesting firearms with the students. Mark is not only an accomplished gunsmith, he is also an avid blogger and shared tips with the faculty on how to reach new markets of students for both curriculum classes and NRA short-courses.

The Career and Technical Education programs have started “live projects” including Heating and Air, Masonry, and Automotive. The Forestry students were able to do some controlled burns in the Forestry lab forest this month. Conditions were right for the first time in over a year for the students to be able to participate in this training.

In conjunction with continuing education and curriculum programs, MCC is expanding evening programs in the CTE Building. Currently, evening programs in Phlebotomy, Welding, Heating and Air, and Nurse Aid are being offered. Small Engine Repair, Machining, and Automotive classes are planned for the future.

Faculty and Staff continue to work on improving online courses and instruction in general. A cohort of 10 faculty members are participating in the Association of College and University Educators (ACUE) micro credential in Creating an Inclusive and Supportive Online Learning Environment. The course addresses a wide range of evidence-based teaching practices shown to promote academic and student success. In addition, the College is participating in Quality Matters professional development. QM's mission is to promote and improve the quality of online education and student learning nationally and internationally. The participation in QM is made possible by the NCCCS use of their Cares Act funding.

Educational Partnership staff, along with Faculty and Student Support staff continue to monitor student participation and success in classes during the pandemic. They continue to reach out to students to see how they are doing and to offer help and resources if they are needed, and to keep MCS counselors updated on CCP and Early College student progress.

Update on Continuing Education – Appendix E-2

Dr. Bledsoe gave an update on Continuing Education activities as presented in Appendix E-2.

The Small Business Center launched the inaugural Workforce Development Center (WFDC) Newsletter that briefs internal and external stakeholders/partners on the happenings of the Continuing Education Department.

In collaboration with all Continuing Education Directors and the Dean, Business and Industry Services gave a virtual presentation to the Montgomery County Department of Social Services on their programs and services. The goal was to raise awareness and strengthen the referral pipeline.

This semester, WIOA has issued \$2,000 in Finish Line Grant funds. The Finish Line Grant program was created to help community college students 50% complete with their program complete their training when facing unforeseen challenges. Financial emergencies like car repairs, rent, utility bills, childcare expenses, internet bills, and car insurance are some of the expenses we can seek to provide assistance for.

Update from Vice President of Student Services – Appendix E-3

Dr. Bledsoe gave an update on Student Services activities as presented in Appendix E-3.

As with most other college-related processes, recruitment activities have taken on a different look because of COVID. The CACRAO (Carolinas Association of College Registrars and Admissions Officers) fall recruiting tour circuit was canceled. On the circuit, the Coordinator of Student Life and Recruitment, Jessica Latham, would have typically spent several days each week during the months of September and October traveling with other college reps to various high schools in our region. This year, she is sending recruitment letters and packets to the high schools for them to distribute to their students. Since she's not on the road this fall, Jessica has been busy meeting with CTE instructors about recruiting ideas for their programs and working with our marketing director on developing new program brochures.

Thanks to an initiative made available through the NC Community College System, MCC has partnered with McLaughlin Young Group, an independent provider of Student Assistance Program (SAP) services. The program offers students help for personal, professional or school

concerns by providing free, confidential, short-term counseling and personal consultation. Additionally, the SAP provides student-life resources for such issues as legal and financial consultation, online learning and resources.

Legislative/Public Relations Committee

Legislative Updates

Dr. Bledsoe reported that the President's Association met to discuss their one page sheet of requests for the Legislators.

Marketing/Public Relations Update – Appendix F-2

Dr. Bledsoe shared Appendix F-2, the Marketing/Public Relations update. He noted several press release stories that were sent to media outlets as well as those posted on the Colleges social media. He also noted that the College has new seals/logos that are presented in the report.

Institutional Status Committee

2020 MCC Fact Book – Appendix H-1

Dr. Bledsoe shared Appendix H-1, the link to the 2020 MCC Fact Book. The link will display the 2020 MCC Fact Book on the Colleges website.

2020 MCC Fact Sheet – Appendix H-2

Dr. Bledsoe shared Appendix H-2, the 2020 MCC Fact Sheet which has been updated from the 2019 year.

SACS 5th Year Report Letter – Appendix H-3

Dr. Bledsoe gave an update on the SACS 5th Year Report Letter. The letter states that the SACSCOC Board of Trustees reviewed the Colleges referral report following the 5th year interim report. They have accepted the report and are not requiring additional information.

Mrs. Bulthuis shared that the Board of Trustee By-Laws are being reviewed by Campbell Shatley for updates and will be presented to the Board at a future meeting.

SGA Report – Appendix G

Mrs. Bulthuis shared the SGA Report. She noted that in lieu of face-to-face activities, the SGA has distributed small tokens of our appreciation to the students each month this fall. To celebrate “Just Because Day” on August 28, students stopped by Student Services to choose a MCC promotional item just because.

The annual SGA Spooktacular will take a different format this year. The SGA is discussing options for a virtual celebration or activities to take the place of the traditional event.

The SGA hosted “Red, White and Blue Day” on September 11th and encouraged all MCC employees and students to honor those lives lost on 9/11/01 by dressing in red, white and blue colors. Several pictures are posted on our SGA Facebook page.

President’s Report – Dr. Chad Bledsoe – Appendix J

Dr. Bledsoe reported on activities since the last meeting and upcoming activities as noted in Appendix J. 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 to stay up to date on the COVID-19 pandemic.
- Dr. Bledsoe noted that he hosted EdNC and representatives from the Belk Foundation for a tour of several programs on campus.
- Dr. Bledsoe shared a COVID-19 update for the fall semester. There have been a limited number of positive tests with students and employees, but there has been no person to person transmission on campus.

Chairman’s Report – Claudia Bulthuis, Chairman – Appendix K

Mrs. Bulthuis presented Appendix K, 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 K, the Calendar of Events. The November 11, 2020 Board Meeting will be held at 7:00 p.m. and will be held remotely. The Board Christmas dinner has been canceled.
- Mrs. Bulthuis shared that the owner of a heating a cooling company has hired several MCC graduates from the HVAC program.

There being no further business, Mr. Knowles made a motion, seconded by Dr. Jones, to adjourn the October 14, 2020 Board meeting at 8:09 p.m. The motion carried.

Claudia Bulthuis, Chairman

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

Wednesday, October 14, 2020

<u>Board Members</u>	<u>Agenda and September Board Minutes</u>	<u>Financial Reports</u>	<u>Approval of 2-1 State and Local Budgets</u>
Phil Absher	Yes	Yes	Yes
Tawanda Bennett	Yes	Yes	Yes
Claudia Bulthuis	Yes	Yes	Yes
Gelynda Capel	Yes	Yes	Yes
Dr. Katie Dunlap	Yes	Yes	Yes
Robert Harris	Yes	Yes	Yes
Kerry Hensley	Yes	Yes	Yes
Susan Hershberger	Yes	Yes	Yes
Dr. Philip Jones	Yes	Yes	Yes
Gordon Knowles	Yes	Yes	Yes
Bill Price	Yes	Yes	Yes

**Montgomery Community College
County Funds - Board Report for October, 2020**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries	244,548	81,441	163,107	33%
Benefits	125,518	44,415	81,103	35%
Contracted Services	12,361	5,537	6,824	45%
Supplies & Materials	44,927	21,387	23,540	48%
Professional Development (Travel)	2,799	25	2,774	1%
Utilities	289,918	90,962	198,956	31%
Repairs & Maintenance	33,657	13,698	19,959	41%
Membership & Dues	2,660	-	2,660	0%
Insurance & Bonding	31,172	246	30,926	1%
Other Current Expenses	5,876	1,455	4,421	25%
Non-Capitalized Equipment	964	-	964	0%
Total Current Expense	794,400	259,166	535,234	33%

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's August 2020 Report	735,331
Add: Prior FY Property Tax Allocations from County Report	308,200
Add: FY20 Property Tax Allocation from County Report	805
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,219,336
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 10/31/20	\$ 361,831

Montgomery Community College
State Funds - Board Report for October, 2020

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries- Full Time	4,224,812	1,339,095	2,885,717	32%
Salaries- Part Time	933,450	239,149	694,301	26%
Salaries- Full Time & Part Time	5,158,262	1,578,244	3,580,018	31%
Benefits	1,824,862	611,181	1,213,681	50%
Contracted Instruction	136,387	10,870	125,517	8%
Financial/Audit Services	48,992	1,255	47,737	3%
I.T. Contracted Services	65,000	30,000	35,000	46%
Other Contracted Services	59,724	18,959	40,765	32%
Contracted Services	310,103	61,084	249,019	20%
Supplies & Materials	286,327	74,921	211,406	26%
Professional Development & Travel	128,991	8,252	120,739	6%
Communications	30,219	16,007	14,212	53%
Equipment Repair	29,405	2,709	26,696	9%
Maintenance Agreements	136,966	11,192	125,774	8%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	166,371	13,902	152,469	8%
Advertising	76,850	8,811	68,039	11%
Credit Card Electronic Processing	11,680	4,764	6,916	41%
Child Care Assistance Grant	23,121	1414.93	21,706	6%
WCE GEER Scholarships	72,750	250	72,500	0%
Project Skill-Up-Student Assistance	8,894	4,623	4,271	52%
Other Current Expense	23,795	10,972	12,823	46%
Other Current Services	140,240	22,023	118,217	16%
Software License Renewal	38,188	233	37,955	1%
Other I.T. Rentals/ Leases	57,395	52,336	5,059	91%
IT Rentals/Leases/Licenses	95,583	52,569	43,014	55%

Montgomery Community College
State Funds - Board Report for October, 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	41,395	6,177	35,218	15%
Minor Equipment	116,467	37,734	78,733	32%
Total Current Expense	8,383,570	2,490,905	5,892,665	30%
Equipment	580,886	18,056	562,830	3%
Perkins Equipment	21,486	0	21,486	0%
Healthcare/First Responders Equip	30,680	0	30,680	0%
PPE & COVID 19 Testing Equip	21,961	0	21,961	0%
Books	31,951	3,322	28,629	10%
Equipment & Books	686,964	21,378	665,586	3%
Total Expenses	9,070,534	2,512,283	6,558,252	28%

Montgomery Community College
Institutional Funds- Board Report for October, 2020

Appendix B-1

	2020-21 Revenue	2020-21 Expense	Cash Balance 10/31/20
1 Pell Overpayments	-	-	(8,840)
Veterans Reporting Fee	-	-	1,276
Overhead Receipts 75%	696	972	14,918
Current General & Miscellaneous	465	465	12,893
Administrative Support	507	111	-
Overhead Receipts 25%	232	-	10,680
Excess Fee Receipts	27	27	-
Textbook Rental	300	8,625	10,913
College Work Study	2,377	2,377	-
Total Institutional Support	4,604	12,577	41,840
Forestry Program	-	750	6,356
Specific Fees	35,579	27,579	103,149
Live Projects: Taxidermy	-	-	349
Self Supporting Curriculum	-	27	20,157
Distance Learning	-	-	1,224
NC Live Grant	-	-	409
Technology Fee-Curriculum	9,018	278	63,379
Total Curriculum Instruction & Fees	44,598	28,633	195,023
Scrap Metal Fund HVAC	-	-	768
Self Supporting	1,112	11,498	71,524
Community Service	-	-	1,712
Career Readiness	-	-	2,173
Small Business Center	144	-	8,967
Specific Fees: Occupational Extension	4,090	2,131	86,048
Horticulture: Live Project	-	-	878
Google I.T. Grant	-	720	1,806
SECU Bridge to Careers	18,000	10,500	7,500
Fire Training Center Grant	-	-	12,312
Technology Fee: Continuing Education	-	-	2,008
CARES Act-Institutional	81,149	81,149	-
CARES Act-FIPSE	4,590	4,590	-
Total Cont Ed/Non-Curriculum Inst & Fees	109,084	110,587	195,695
2 NCWorks Grant Adult Services/Dislocated Worker	37,638	42,808	(5,170)
2 NCWorks Finish Line Grant	1,062	1,878	(816)
Total NC Works	38,700	44,686	(5,986)
Operational Funds	1,217	18,204	57,205
3 Sales Tax Utilization	46,590	61,110	(14,520)
Total Plant Operation & Maintenance	47,807	79,313	42,685
Vending	924	237	12,232
Bookstore Vending	5,067	-	54,345
General Store	14	(880)	1,200
Parking Fee	1,700	24,608	26,193

Montgomery Community College
Institutional Funds- Board Report for October, 2020

	2020-21 Revenue	2020-21 Expense	Cash Balance 10/31/20
Student Government Association	12,925	2,142	45,636
Graduation Fund	319	68	2,010
Student Ambassador	1,497	3,101	27,472
Club Accounts	-	-	86,548
4 Agency Fund	-	-	(20,400)
Funds for Others	-	-	9,453
Restricted Scholarships Held	-	-	3,726
Total Proprietary/Other	22,446	29,275	248,414
GEER Scholarship	250	250	-
FSEOG	16,047	16,047	264
5 Pell Grant	532,183	532,183	(104)
Education Lottery Scholarship	18,276	17,718	558
6 Golden LEAF	9,188	13,435	(4,248)
NC Community College Grant	22,309	20,764	1,545
High Demand/Low Enrollment	-	-	-
7 MCC Foundation Scholarship	69,669	74,420	(2,131)
Wells Fargo Scholarship	500	-	500
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	676,656	680,957	(1,522)
Capital Projects- Sales Tax Utilization	-	-	-
Bond-Bldg 100 Int/HVAC/Roof	308,679	(148,687)	-
Bond-Blair Hall & Outside Amphitheater	161,096	161,096	-
Total Capital Assets	469,775	12,409	-
Total Institutional Funds: First Bank	1,413,669	998,437	716,149
STIF Account as of 10/31/20	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

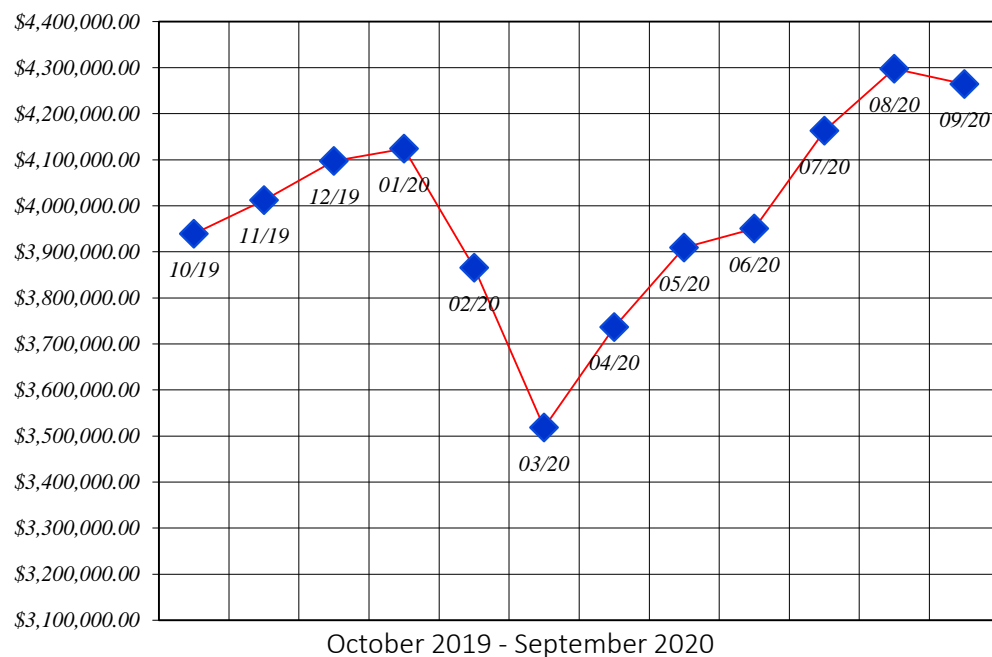
- 1 Pell Overpayment(Due from Students)
- 2 Due from NC Works (WIOA)
- 3 Due from County
- 4 Financial Aid Bookstore Charges
- 5 Due from Dept of Ed
- 6 Due from Golden LEAF
- 7 Due from MCC Foundation

Montgomery Community College Foundation

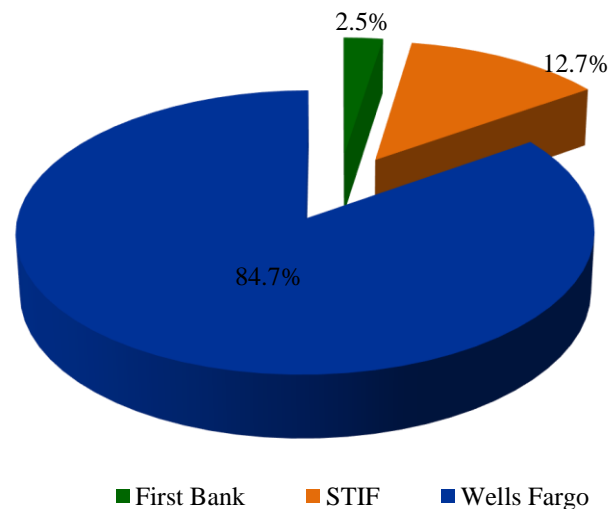
Funds Statement FY 2020-2021

	Fiscal Year To Date 7/1/2020 thru 6/30/2021				Month of September 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	\$3,682,584.15	\$543,490.89	\$71,450.38	\$4,297,525.42
Receipts								
Interest/Dividends	\$14,668.69	\$1,130.43	\$4.08	\$15,803.20	\$5,831.79	\$284.76	\$1.33	\$6,117.88
Deposits	\$20,993.36	\$72,711.00	\$139,644.36	\$233,348.72	\$1,000.00	\$305.00	\$36,710.00	\$38,015.00
Total Receipts	\$35,662.05	\$73,841.43	\$139,648.44	\$249,151.92	\$6,831.79	\$589.76	\$36,711.33	\$44,132.88
Disbursements								
Fees/Withdrawals	\$8,152.92	\$666.30	\$96,672.87	\$105,492.09	\$2,342.89	\$452.69	\$1,305.00	\$4,100.58
Total Disbursements	\$8,152.92	\$666.30	\$96,672.87	\$105,492.09	\$2,342.89	\$452.69	\$1,305.00	\$4,100.58
Market Value Net Change	\$169,793.97	\$0.00	\$0.00	\$169,793.97	(\$73,405.38)	\$0.00	\$0.00	(\$73,405.38)
Ending Value	\$3,613,667.67	\$543,627.96	\$106,856.71	\$4,264,152.34	\$3,613,667.67	\$543,627.96	\$106,856.71	\$4,264,152.34
Net Change	\$197,303.10	\$73,175.13	\$42,975.57	\$313,453.80	(\$68,916.48)	\$137.07	\$35,406.33	(\$33,373.08)

Foundation Funds Value



Foundation Funds Distribution



Grants Applied or in Process 2020

Grantor	Title	Proposed Purpose	Length	Max Amount	Critical Dates
---------	-------	------------------	--------	------------	----------------

Grants Awarded 2020

Grantor	Title	Purpose	Length	Awarded	Grant Due	Response
Propane Education & Research Council	Technical School Grant Program	To provide funding to support the incorporation of propane education into the HVAC curriculum	1 Year	\$5,000	Application due October 1, 2020 Awarded October 16, 2020	
Sharing Success Community Grant	Installation of Sanitary Water Stations on MCC Campus	To assist with the installation cost of 10 water coolers with bottle filling stations.	1 Year	\$2,000	Submitted May 22, 2020 Awarded August, 2020	
Golden LEAF	Expansion of Advanced Agricultural Training in Montgomery County	Montgomery County Schools and Montgomery Community College will develop a multi-year sustainable agriculture program to retrain 100 existing row crop production farmers and train future growers with advanced technologies, modernizing agricultural and non-sustainable farming practices.	1 year	\$1 million	Submitted October 31, 2019 LOI Approved December 7, 2019 Full Application Submitted 2/13/2020 \$375,000 Approved June 4, 2020	
National Rifle Association (3)	Get OutDoors Summer Camp (NRA - W) Gunsmithing Merit Scholarships (NRA- W) Gunsmithing Merit Scholarships (NRA - E)	Equipment and supplies for Summer Camp Merit Scholarships Merit Scholarships	1 year	\$8,000 and supplies	Submitted August 30, 2019 Approved January, 2020	
League for Innovation	Public Health 2020 Grant	To host an Open House Event at the new FirstHealth Building during Healthcare Awareness Week.	6 mon.	\$400	Submitted October 15, 2019 Approved November 22, 2019	
NC Dept. of Health and Human Services	2019-2020 Problem Gambling Grant	Increase awareness of problem gambling among student/campus coalitions.	1 year	\$3,500	Submitted July 19, 2019 Award Notification received 08/15/2019	
NCCCS	Minority Male Mentoring Early Alert Project	Purchase an early alert software platform for a 3-year research project consisting of success coaching and retention initiatives.	3 years	\$130,936 over 3 years	Submitted January 7, 2019 Award Letter January 24, 2019	

Department of Facilities November, 2020

The road between buildings 500 and Blair Hall has been completed. Guide posts have been installed by the maintenance crew for traffic control.



Room 512 has been completed.



The new Counseling Center has been completed and occupied.



The Auditorium has been filled, poured, and polished. Walls received new paint and cove base.



Construction Update November, 2020

- **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 punch list corrections. The State Construction Office inspection will be conducted to put together a punch list for items needing attention in December.

- 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 will include a new entryway near the newly constructed Student Services. The new Counseling Center and general use conference room has been completed. Also, the auditorium has been filled, an electrical panel relocated, and new power & data outlets installed in the floor. The concrete has been poured, ground, and polished. The outdoor amphitheater will be reconstructed to include a shelter and dusk to dawn lighting.

- Budget: (NC Bond) \$459,286 (Adv Planning Grant) \$20,676
- Disbursed to Date: (NC Bond) \$161,096 (Adv Planning Grant) \$0

- **Building 500 Renovations**

Room 502 has been painted and new LED lighting installed. The floor drain is being filled with concrete and floor will be cleaned when finished. Floors have been polished in room 512 and the walls have been painted.

- Budget: (County Quarter-Cent Sales Tax) \$71,500
- Disbursed to Date: \$14,520

**Greenhouse (Kit Only) Comparisons
for 30' x 72' Greenhouse & 30' x 72' Hoop House**

Vendor	Quote	Notes
The Greenhouse Company of South Carolina (HUB) Atlantic Greenhouse	\$ 209,957	Exceeded specifications
Stuppy Greenhouse	\$ 134,983	Includes everything needed for both greenhouses
Winandy Greenhouse Company		
Atlas Greenhouse	\$ 97,931	Does not include aquaponic system, shade system or sales tax
CERES Greenhouse	\$ 112,770	CERES does not offer hoop houses. This quote does NOT

Received three of five quotes requested.
CERES and Atlas did not provide everything in specifications.
Stuppy includes complete kits for both greenhouses.

**Greenhouse Engineer Comparisons
for 30' x 72' Greenhouse & 30' x 72' Hoop House**

Vendor	Quote	Notes
LaBella Associates	\$ 12,750	Site and foundation plan with complete mechanical drawings
CES Group	\$ 15,500	Site and foundation plan with NO mechanical drawings
Neal Smith Engineering	\$ -	Submitted earlier quote for 30' x 96', but did not resubmit

Received two of three quotes requested for 30' x 72'
Site visits were performed by both LaBella and CES Group.
LaBella is the only quote that includes complete mechanical drawings.

Jeffrey Webb Construction, Inc.

P.O. Box 668
Troy, NC 27371

910-572-2639
910-571-7010 (cell)

TO:
Montgomery Community College

JOB ESTIMATE

JOB DESCRIPTION
Dumpster Pad

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
Dumpster Pad: 30' x 12' x 8' deep Cut and remove asphalt. Haul off debris. Pour 8 " concrete with wire.	
TOTAL ESTIMATED JOB COST	\$9,385.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Jeffrey Webb

PREPARED BY

9/29/2020

DATE

Bid Tabulation

Project: Shed/Fence Demo - Parking Lot Construction (500)									
Contractor:	Garanco/Jordan White		Stokes Construction		Posted NC HUB site		Jeffrey Webb		
Address:									
Phone:									
HUB Vendor									
Specification Sheet:	Yes		Yes		Yes		Yes		
Bid Returned:	No		No		No		Yes		
Item	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price
Total Amount of Bid:								\$ 260,000	

BID/ACCEPTANCE FORM

for

Building 500 Lot, Forestry Shed, and Firing Range Renovations

Contractors are required to schedule a site visit before bidding.

MASKS ARE REQUIRED AT ALL TIMES ON CAMPUS

Project Description:

500 Lot

- Re-route an electrical circuit to power firing range outdoor lights and building.
- Demo shed and fence.
- Grade area – Taking into account drainage of the area.
- Asphalt entire areas shown. (Below picture) *3090 s.y. JW*
- Mark and paint lines for all parking spaces needed.
- Repair/Replace fence behind shed location.

Forestry Shed/Fence

- Push/remove stumps and debris from marked area. (Forestry will remove trees). Grade area install gravel for entire shed/fence area.
- Metal Shed 30' x 170' – single pitch roof, (approximately 12' at the back & 36' at the front) Back and both sides enclosed.
- Enclosed fence area – start chain link fence at back corners of shed. 66' x 194', 2 8' gates. Center along front.
- Pull power from Forestry Building. Shed to have 2 outdoor power outlets (GFCI).
- Install at least (2) ~~50,000 lumen flood light/pole~~ for area. *2 wall lights JW*

Alternate #1 – Firing Range Expansion

Not Priced JW

- Clear proposed area for range area of 25 yards X 50 yards
- Push away stumps/debris into woods
- Access drainage of area. Provide drainage (grading or piping to divert water)
- Build range berms per drawing
- Clear/Build drive per drawing – access drainage – grate/pipe/soil/stone/gravel
- Clear/Build parking area per drawing

Community College for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of Montgomery Community College for the sum of:

BASE BID: Two hundred sixty thousand and no 100 Dollars \$ 260,000.00

Appendix
C-5

Respectively submitted this 27 day of October 20 20

Jeffrey Webb Construction, Inc.
(Contractor's Name)

Federal ID#: 56-2113774

By: JM Webb

Witness: Shacey Webb
Secretary

Title: Owner

(Owner, partner, corp. Pres. Or Vice President)

(Proprietorship or Partnership)

Address: P.O. Box 668 Troy NC 27371

Attest: (corporation)

Email Address: jeffreywebb2006@yahoo

(Corporate Seal)

By: Shacey Webb License #: 43801

Title: Secretary
(Corporation, Secretary, /Ass't Secretary.)

ACCEPTED by

Montgomery Community College

BY: _____ TITLE: _____

Personnel Appointment Form

Name of Person	Jessica Russell
Position	NCWorks Customer Service Specialist
Position Category	Full Time
Salary	\$34,500
Effective Date of Employment	November 1, 2020

Position Description: The NCWorks Customer Service Specialist will assist in the coordination of the WIOA program. Additionally, they will provide effective administrative support to the operations of the Montgomery County NCWorks Career Center also known as Montgomery Community College's Workforce Development Center.

Education and Certifications

School/Certification	Years Attended	Degree
Montgomery Community College	1993-1996	A.A.S. Accounting
East Carolina University	2013-2017	B.S. Administrative Management

Work Experience

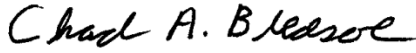
Employer	Dates of Employment	Position/Title
Moore County Schools	07/2018 - present	Bookkeeper/Admin. Assist.
Angela Thomas Group	09/2017 - 6/2018	Financial Director
Pinehurst, LLC	07/2015 – 4/2018	Payroll Coordinator

Hiring Committee

Person	Position
Andrew Gardner	Dean of Continuing Education
Geneé Greene	NCWorks Career Center Director
Lynn Epps	Director of Educational Partnerships
Diana Sanchez	Counselor
Mallory Smith	Distance Learning Coordinator

Appointment Recommendation and Approval

A Hiring Committee of college personnel interviewed Jessica Russell, checked his/her background, and found him/her qualified for the position. Upon recommendation from the Hiring Committee, I approve Jessica Russell for the NCWorks Customer Service Specialist position.



Chad A. Bledsoe
President

Personnel Appointment

Name of Person	Marcus Ervin
Position	HVAC Technician
Position Category	Full-Time/NE (Non-Exempt)
Effective Date of Employment	November 1, 2020
Budget Information	

Position Description

Education and Certifications

School/Certification	Years Attended	Degree
American High School	1999-2002	

Work Experience

Employer	Dates of Employment	Position/Title
Montgomery Community College		Maintenance Supervisor

Professional Participation/Honors

Hiring Committee

Person	Position
Wanda Frick	Director of Facilities
Jeanette McBride	VP of Administrative Services
Tracey Wyrick	Dean of Career & Technical Education
Edwin Hinson	Department Chair, HVAC
Jessica Latham	Coordinator of Student Life and Recruitment

Appointment Recommendation and Approval

A Hiring Committee of college personnel recommends Marcus Ervin for the position of HVAC Technician. Upon recommendation from the Hiring Committee, I approve Marcus Ervin for the HVAC Technician position.

Chad A. Bledsoe

Chad A. Bledsoe
President

Department of Instruction and Curriculum

November, 2020

The 2021 NSSF 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. Students continue 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 “keep it alive” projects this month. They are in 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. Spring 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, May, 2021 Medical Office Administration student for a billing and coding position and Moore Regional Hospital has hired a December, 2020 Phlebotomy student. Congratulations!

Department of Continuing Education

November, 2020

Student Success Story: Ebonee Tyson

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

College and Career Readiness

- The College and Career Readiness program continues to expand its' English as Second Language/English Language Learner (ESL/ELL) programming. At this time we have 30 students in the program split between our 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.

Small Business Center (SBC)

- Workforce Development Center (WFDC) Digital Newsletter:
 - 26.1% open rate among the 2,300 subscribers. The average open rate for most organizations is 10%.
 - <https://myemail.constantcontact.com/MCC---Workforce-Development-Center---October-Newsletter.html?soid=1127068675450&aid=mLTxMv-jPrQ>
- October 27th hosted a successful virtual Outdoor Recreation Business Summit.

Business & Industry Services

- The Workforce Development Center hosted a career awareness event on multiple days in October that allowed Ameriquel 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 was giving a tour of the CTE building and discussed future training opportunities and capabilities with staff.

Health and Public Safety

- 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.



East Carolina University & Montgomery Community College Pirate Promise Agreement

East Carolina University (ECU) and Montgomery Community College (MCC) enter into a co-admission agreement designed to improve transfer student access and success through a collaborative baccalaureate degree completion program.

Partnership Objectives:

- Improve access to baccalaureate degree programs.
- Improve transfer retention and graduation rates.
- Provide students with a seamless degree-completion pathway.
- Improved efficiency to degree completion.
- Remove student success barriers.
- Optimize student services and resources.
- Prepare students to succeed in a global society.
- Strengthen the partnership between ECU and MCC.

Requirements:

- Students must be enrolled in an Early College, Career and College Promise program or be in their first year of community college enrollment prior to applying for Pirate Promise.
- Submit a completed Pirate Promise application for the available entry term.
- Commit to full-time status (a minimum of 12 semester hours) at MCC unless the student is enrolled in an Early College or Career and College Promise program.
- Students must complete the degree requirements at MCC for an Associate in Science (AS), Associate in Arts (AA), Associate in Fine Arts (AFA), Associate in Engineering (AE), Associate in Applied Science in Early Childhood Education (AAS), Associate Degree Nursing (ADN), or an Associate in Applied Science (AAS) for the B.S. Industrial Technology or B.S. Construction Management programs.
- Prior to registering for ECU classes, students must submit an admissions application and official transcripts, provide immunization documentation, complete the Campus Safety Questions, and meet admissions requirements as stated in the ECU Undergraduate Catalog (including a cumulative 2.5 minimum GPA).

ECU agrees to provide:

- An established admission procedure and criteria for the Pirate Promise program, including opportunities for holistic reviews.
- Sharing of data as it relates to Pirate Promise students and their performance at ECU. For purposes of the agreement, the parties are considered to be "school officials with legitimate educational interests" under FERPA and may share Pirate Promise student data between them.



Student Benefits:

- Guaranteed admission to ECU (*note – admission to certain degree-completion programs are departmental decisions*)
- Shared electronic records management system
- Waived ECU application fee
- Joint academic advising
- Joint financial aid counseling and micro-scholarship opportunities
- Access to ECU Libraries
- Access to ECU Transit
- Eligible to purchase an ECU One Card (student ID card)
- Eligible for discounted athletic tickets
- Eligible to purchase a fitness center pass
- Eligible to purchase a student parking permit
- Access to programming through the Office of Student Activities and Organizations at ECU
- Access to Pirate Promise Event days on ECU's campus

This MOU shall be effective upon the date of the last signature and serves as the basis of the partnership between the institutions. The MOU may be modified by mutual written consent or terminated by either party upon thirty (30) days prior written notice to the other institution. It is subject to review by both parties every three (3) years.

ECU and MCC commit to maximizing student success and a review every three (3) years) of this partnership agreement as stated above.

 10/27/2020
 Signature Date

Ron Mitchelson, Interim Chancellor
 East Carolina University

 11/2/20
 Signature Date

Chad Bledsoe, President
 Montgomery Community College

2020 - 2021 STUDENT FEES

Fee	CONTINUING EDUCATION	Fee	CURRICULUM
\$5	Technology - Computer Classes (Computer Repair and Upgrade Classes)	\$5	Parking
\$35	Graduation Fee (GED/AHS)	\$16	Technology - Computer (per student per term)
*Fees for Heritage Crafts Continuing Education courses are listed in the advertised cost of the course. Fees are based on actual cost of the materials for the specific course (changed because of the courses are moving from self-supporting to Occupational Extension).		\$30	Activity Fee (Fall/Spring) \$27 Student Activity Fee; \$3 Student Ambassador Activity Fee
		\$5	Activity Fee (Summer) \$4 Student Activity Fee; \$1 Student Ambassador Activity Fee
		\$65	TEAS test fee (for ADN/PN program)
		\$5	Photo ID Replacement
		\$40	Graduation Fee
		\$5	(Each additional degree, diploma, and/or certificate)
		Continuing Education Individual Class Fees	
\$75	NRA - Occupational NRA Classes, includes a meal	\$25	AHR 110 Intro to Refrigeration
\$36.60	CE Summer Gunsmithing (\$35 supplies and \$1.60 insurance)	\$85	DEN 102 Dental Materials
\$20	MIG – TIG Stick Welding (each course)	\$50	DEN 112 Dental Radiography
\$20	Bricklaying	\$25	ELC 112 DC/AC Electricity
\$5	Digital Photography	\$25	ELC 113 Residential Wiring
\$2	Pottery Lab (per class)	\$25	ELC 117 Motors and Controls
\$25	Taxidermy (per class)	\$50	GSM 111 Gunsmithing I
\$30-\$200	Fees for Heritage Crafts CE classes; specific fee dependent upon class taken	\$100	GSM 120 Gunsmithing Tools
	Fee dependent on cost of supplies for the specific course*	\$40	GSM 225 Gunmetal Refinishing
\$30	Plaster class in pottery	\$15	MED 140 Exam Room Procedures I
\$75	Supplies for pottery, basket weaving, etc.	\$15	MED 150 Lab Procedures I
\$100	Pottery salt glass firing class, basket weaving, etc.	\$125	Medical Assisting AAMA Certification Exam Fee
\$150	Bladesmithing	\$50	Nursing: ADN/PN - Lab Simulation
\$200	Bladesmithing, jewelry making class	\$2625 (\$525/term)	Nursing: ADN ATI Program fee
\$8	CE CPR card	\$1820 (\$910/term)	Nursing: PN ATI Program fee
		\$50/each course	PBT 100 Phlebotomy Technology, PBT 101 Phlebotomy Practicum
		\$15/each course	TXY 110, 112, 114, 121, 122, 123, 131, 133
		When course is split, course fee is divided as well.	
		\$25	Book Fee for Career & College Promise (per course)
		\$36/each course	PCC 110, 111, 130, 210, 211 (CU program currently inactive)
Continuing Education Student Accident & Liability Insurance		Curriculum Student Accident & Liability Insurance	
\$13	Liability Insurance - Allied Health (Nurse Aide, Phlebotomy, EMS)	\$13/academic yr	Allied Health (Associate Degree Nursing, Dental Assisting, Medical Assisting, Nurse Aide, Phlebotomy, Practical Nursing students
\$1.60	Accident Insurance - Allied Health (Nursing Assisting, Phlebotomy, EMS)	\$1.60	Accident Insurance Fee (per student per term)

If a course is divided into parts (example: TXY 121AB + TXY 121BB = TXY 121) the course fee is divided as well (example: TXY 121AB fee = \$7.50 + TXY 121BB fee = \$7.50 for a total of \$15).

Department of Student Services Report November, 2020

In October, we implemented a new initiative designed to help us increase our 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. It 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.

Department of Marketing November, 2020

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

New Tabloid Format Taking Shape (more curriculum to be included going forward)

Promotional Activities (events and advertising we purchased)

(None)

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

AmeriQual Aseptic Workforce Development Program

Google Certification Program

GEER Scholarship Funding

Shyla Hairston Arrival

Brave Acre Feature Story – Mount Gilead

SECU/Wallace & Dunn Funding

Bear Creek Arsenal Gift

Press Pickups

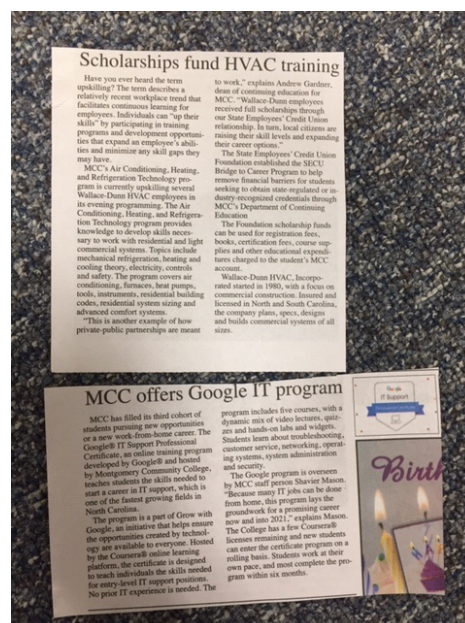
10/7 Montgomery Herald Scholarships Fund HVAC Training

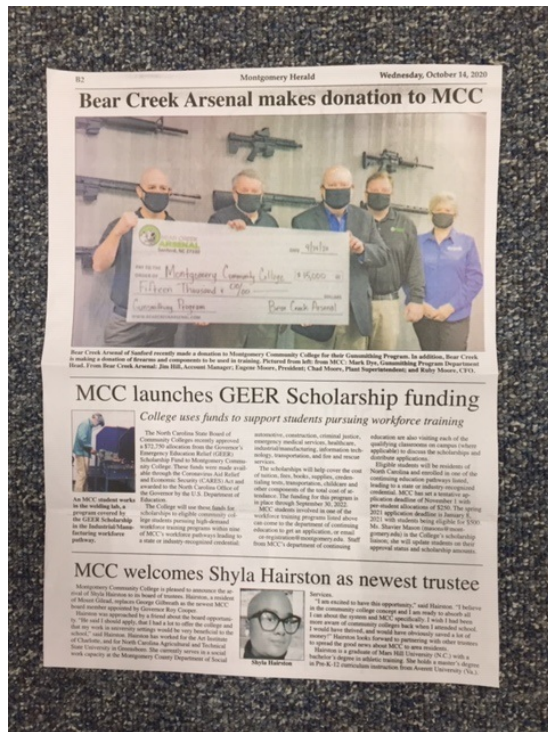
10/7 Montgomery Herald MCC Offers Google IT Program

10/14 Montgomery Herald Beer Creek Arsenal Donation

10/14 Montgomery Herald MCC Launches GEER Scholarship

10/14 Montgomery Herald MCC Welcomes Shyla Hairston
10/21 Montgomery Herald MCC Supports Workforce Development





Social Media Statistics (Facebook) for August

	Jul	Aug	Sep	Oct	Nov
New Visitor	527	591	496	392	
Pageviews					
Likes	15	32	16	17	
People Reached with Posts	2,424	6,616	2,594	4,816	
People Engaged With Posts	1,067	1,769	823	1,380	
New Followers	17	34	18	16	

**MONTGOMERY
COMMUNITY COLLEGE**
**STUDENT SERVICES
GRADING SYSTEM**
**POLICY
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
<u>I/IE</u>	Incomplete/ <u>Incomplete-Emergency</u>	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

Policy 5.2.4

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/ <u>WE</u>	Official or Administrative Withdrawal/ <u>Withdrawal-Emergency</u>	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) 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 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 (withdrawal/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

SGA Report November, 2020

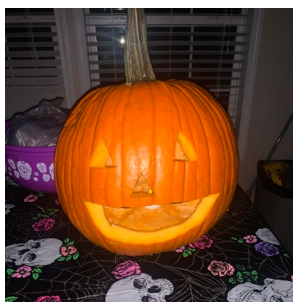
SGA Updates and Highlights

Although we weren't able to enjoy our traditional Spooktacular event, we celebrated in a couple of smaller ways. We gave out 200 Trick or Treat bags to students around campus. We also hosted a virtual pumpkin carving and decorating party.

We plan to hold elections for SGA officers 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 our students taking online classes rather than coming to campus, getting students involved has been difficult. We are definitely hoping for a return to "normal." In the meantime, we will do what we can to continue to promote the SGA to our students.

If there are no questions, that concludes my report.

Virtual Pumpkin Carving/Decorating Party



President's Report November 11, 2020

Activities since the October Board Meeting

10/14/20	Board of Trustees Meeting (Virtual)
10/15/20	Employee Meeting (Virtual)
10/15/20	State Board Meeting (Virtual)
10/16/20	Greenhouse Meeting
10/19/20	Meeting for MCC Renovations (Virtual)
10/20/20	VP Meeting (Virtual)
10/22/20	Monthly Construction Meeting (Virtual)
10/22/20	Meeting with MCS Superintendents (Virtual)
10/23/20	MCC In Force Meeting (Virtual)
10/27/20	Cabinet/Crisis Management Team Meeting (Virtual)
10/29/20	Finish First NC Site Visit (Virtual)
11/3/20	VP Meeting (Virtual)
11/10/20	Belk Center Dallas Herring Lecture (Virtual)

Upcoming Activities

11/11/20	Foundation Board Meeting (Virtual)
11/11/20	Board of Trustees Meeting (Virtual)
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)

Board of Trustees Information

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



Blaze Your Trail

Board of Trustees Calendar of Events

2020-2021

November 11, 2020	11:30 a.m.	Foundation Board Meeting (Remote)
November 11, 2020	7:00 p.m.	Committee/Board Meeting (Remote)
December, 2020		No Board Meeting
December, 2020		No Board Christmas Dinner
January 13, 2021	5:30 p.m.	Committee/Board Meeting
February 10, 2021	5:30 p.m.	Committee/Board Meeting
March 10, 2021	5:30 p.m.	Committee/Board Meeting
April 14, 2021	5:30 p.m.	Committee/Board Meeting
May 5, 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