

**Board of Trustees Committee Meetings  
Central Carolina Community College  
Winter 2022**

Monday, February 7, 2022

***Program Committee***

***Date: 2/7/2022***

***Time: 10:30 a.m.***

James French, Chair  
Jan Hayes  
Gordon Springle

\*\* Program Committee / Student & Academic Support Services Committee will meet jointly \*\*

***Student & Academic Support Services***

***Date: 2/7/2022***

***Time: 10:30 a.m.***

Pat Kirkman, Chair  
Derrick Jordan  
Gladys McAuley

***Personnel Committee***

***Date: 2/7/2022***

***Time: Noon***

Bobby Powell, Chair  
Genia Morris  
Chip Post

***Building & Grounds Committee Date:  
2/7/2022***

***Time 1:30 p.m.***

George Lucier, Chair  
Bill Tatum  
Jim Crawford

***Finance Committee***

***Date: 2/7/2022***

***Time 3:00 p.m.***

Jim Burgin, Chair  
James Kelly  
Bill Carver

***Central Carolina Community College  
Board of Trustees  
Agenda  
February 9, 2022***

Recognition of Guests

Ethics Statement

Mission Statement of the College

Approval of Consent Agenda

**Consent Agenda**

***Minutes***

Approval of Minutes

- ❖ Board of Trustees Meeting; December 13, 2021

***Personnel Committee***

1. Approve New Employees
2. Approve Promotions/Position Changes
3. Receive Attrition Report
4. Receive Turnover Report
5. Approve Revised 2022/23 Holiday Calendar

***Finance Committee***

1. Approve State Budget Financial Reports
2. Approve Lee County Budget Financial Reports
3. Approve Chatham County Budget Financial Reports
4. Approve Harnett County Budget Financial Reports
5. Approve Investment Asset Account Report
6. Approve Civic Center Budget Report
7. Approve For Good of School Budget Report

***Building and Grounds Committee***

1. Receive update on minor construction projects
2. Approve Final Close Out 3-1 Bioprocessing Lab Upfit
3. Approve Initial 3-1 Mirellio Roof Replacement
4. Approve 3-1 Chatham Building 42 Roof

***Program Committee***

No Agenda Items

***Student & Academic Support Committee***

***Grants Report***

Approve In Progress: Grants & Strategic Initiatives

***Foundation Report***

Receive Revenue Report

***FOR FULL BOARD CONSIDERATION AND DELIBERATION***

***Personnel Committee***

1. Human Resources Updates

***Finance Committee***

No Agenda Items

***Building and Grounds Committee***

1. Approve Draft Master Facility Plan

***Program Committee***

No Agenda Items

***Student & Academic Support Services Committee***

No Agenda Items

***Foundation Update***

***Other Items***

***Comments by President***

**Board of Trustees  
Central Carolina Community College  
Via Face to Face & Zoom  
December 13, 2021**

**Members Present:** J. French, B. Powell, B. Tatum

**Members Present via Zoom:** J. Burgin, P. Kirkman, J. Hayes, J. Kelly, D. Jordan,  
G. Lucier, G. McAuley, G. Morris, J. Philpott, C. Post

**Members Absent:** J. Crawford, B. Carver, G. Springle

**Guest via Face to Face:** J. Love; College Attorney

**Staff via Face to Face:** L. Chapman, P. Price, M. Robertson, K. Short,  
L. Whitaker, A. Carter, D. Haire

**Staff via Zoom:** L. Scuiletti, M. Dishman, R. Hight

Chairman Philpott welcomed the guest and called the meeting to order.

Chairman Philpott read the following ethics statement and the Mission Statement of the College.

**Ethics Statement**

Chairman Philpott stated “I would like to remind all Board Members that it is your duty to avoid all conflicts of interest in your role as a trustee of this college. Having read the agenda, is anyone aware of a conflict of interest with respect to any matter coming before this Board at this time?” Chairman Philpott continued by saying “if at any time a conflict of interest arises, we are all required to individually state that we are recusing ourselves from discussing or voting upon the matter. Next, I wish to remind you that SACSCOC requires the Board to be free from undue influence from political, religious, or other external bodies, and to protect the institution from such influence. If at any time a trustee or college official feels undue influence is being applied please bring that to the attention of the Board so that we can respond accordingly.”

**Mission Statement of the College**

Central Carolina Community College fosters individual, community, and economic development through transformative lifelong learning.



Dr. Chapman shared her computer screen to allow attendees to see the Board packet.

Trustee Hayes made a motion to approve the October 27, 2021 Board of Trustees meeting. Trustee Kirkman seconded the motion. The motion carried unanimously.

### **Finance Committee**

Chairman Philpott called on Trustee Burgin, Chair of the Finance Committee. The first item is to consider Harley-Davidson's donation. EVP Price explained the highlights of this donation. College Attorney Love stated he had no objections to accepting the donation. He felt the program has been successful and he also thought the prior agreement probably had the same language. Finance Committee Chair, Trustee Burgin stated that his understanding is the language in the donation is what it is and that Harley Davidson does not make exceptions to this language. Trustee Tatum made a motion to accept the donation from Harley-Davidson. Trustee Morris seconded the motion. The motion carried unanimously. The next item is to receive the Purchasing Compliance Review. EVP Price stated we recently had a Purchasing Compliance Review completed by the Department of Purchasing Contract. This is done every few years. Trustee Lucier made a motion receive the Purchasing Compliance Review Report. Trustee Morris seconded the motion. The motion carried unanimously. EVP Price gave an update on the state budget. The General Assembly and the Governor approved the state budget for this fiscal year as well as next fiscal year.

### **Building & Grounds Committee**

Chairman Philpott called on Trustee Lucier, Chair of the Building & Grounds Committee. Trustee Lucier reported that the Ad-Hoc committee met, reviewed the draft policy and gave suggested revisions to Attorney Love. Attorney Love made the amendments to the draft policy. Attorney Love discussed the amended draft policy with David Foster, Director of the Dennis A. Wicker Civic & Conference Center, since he would be the one dealing directly with the clients. Mr. Foster was concerned about the start date because of so many events already scheduled. He suggested the start date of January 1, 2022. Trustee Lucier made a motion to approve the Use of Alcohol at Special Events / Dennis A. Wicker Civic & Conference Center with an effective date of January 1, 2022. Trustee Kelly seconded the motion. Trustee Burgin, Trustee Kirkman and Trustee McAuley voted no. The motion was approved but not unanimous. The next items were information only. EVP Price gave an update on the Marelli property and Kelly Drive.

Dr. Chapman told the Board that she had a very good meeting with Mr. Moore. The naming of the Marelli property has already been approved by the Foundation Board and the Board of Trustees and it would be the E. Eugene Moore Manufacturing & Bio-Tech Solutions Center. We will be receiving the \$2 million this week. There will be the opportunity of scholarships for students for some priority programming. The agreement was also amended the support of the programming to allow us to endow our first faculty member that will be connected to the machining.

### **Program Committee**

Chairman Philpott called on Program Committee Chair, Trustee French. Trustee French called on Dr. Short who reported in a review of programs it was discovered we made changes on the degree for Industrial Systems but not for the certificates and diplomas. The classes for the certificates and diplomas are no longer taught at CCCC. We would like to offer the certificate and diploma with substitute courses that better met learning outcomes for the program. This is a recommendation from Administration to approve the program modifications. Trustee French made a motion to approve the program modifications. Trustee Kirkman seconded the motion. The motion carried unanimously.

### **Other**

Chairman Philpott called on EVP Price for an update on the Triangle South Workforce Development Board. He indicated we have been researching the possibility of relocating each county that we currently serve to a different workforce development board and dissolving the standing Triangle South Workforce Development Board. Lee County Commissioner Kirk Smith is the Chief Elected Official for this Board and is in agreement with the plan. Harnett and Sampson County have already voted and will be a part of the Mid Carolina Workforce Development Board. Chatham County and Lee County are working to become a part of the Wake County/Johnston County Workforce Development Board. They are in the process of voting on the move. The plan is to transition each county over June 30, 2022. Each county will start with their new Board on July 1, 2022.

Trustee Tatum made a motion to go into closed session to consult with the College Attorney Jimmy Love and consider qualifications of a prospective employee. Trustee Kirkman seconded the motion. The motion carried unanimously.

Trustee Tatum made a motion to go back into open session. Trustee Kirkman seconded the motion. The motion carried unanimously.

Trustee Tatum made a motion to approve the Personnel report as submitted to the Board of Trustees in closed session. Trustee Kirkman seconded the motion. The motion carried unanimously.

Trustee Hayes made a motion to adjourn. Trustee Morris seconded the motion. The motion carried unanimously.



# BOARD OF TRUSTEES PERSONNEL COMMITTEE AGENDA

<b>Date of Meeting:</b>	February 7, 2022	<b>Time: Noon</b>	<b>Virtual</b>
<b>Committee Members:</b> Bobby Powell, Chair Genia Morris Chip Post			
<b>Consent Agenda Items</b>			
<ol style="list-style-type: none"><li>1. Approve New Employees</li><li>2. Approve Promotions/Position Changes</li><li>3. Receive Attrition Report</li><li>4. Receive Turnover Report</li><li>5. Approve Revised 2022/23 Holiday Calendar</li></ol>			
<b>Full Board Agenda Items</b>			
<ol style="list-style-type: none"><li>1. Human Resources Updates</li></ol>			
<b>For Information Only</b>			
<ol style="list-style-type: none"><li>1. Discuss salary items from state budget</li></ol>			

## Approve New Employees

### **NEW EMPLOYEES**

1. Rosa Velzaquez, Custodian - Harnett Campus, 11/1/2021
2. Timothy Myrick, Maintenance Technician, 11/8/2021
3. Amber Rocks, Administrative Specialist, 11/29/2021
4. Harleigh Monaghan, Administrative Assistant, Health Sciences and Human Services, 1/3/2022
5. Jessica Hinsley, Success Coach, 1/3/2022
6. Doris Jackson, Biology Instructor (9 months), 1/4/2022
7. Joelle Chase, Education Navigator, 1/6/2022
8. Ashley Mullins, Academic Coach - TRiO, 1/6/2022
9. Crystal Glenn, Executive Director, E. Eugene Moore Manufacturing & Biotechnology Solutions Center, 1/18/2022
10. Emma Coffer, Financial Aid Advisor, 1/18/2022

**PROMOTIONS/POSITION CHANGES**

1. Adana Arnold, Admissions & Enrollment Assistant, 11/15/2021
2. Jessica Thomas, Library Programming Assistant, 11/15/2021
3. David Baker, Lead Instructor, Science, 1/13/2022
4. Regina Minter, Department Chair, Culinary, 1/3/2022
5. Douglas Wells, Education Navigator, 1/10/222
6. Mary Brown, Education Navigator, 1/18/2022
7. Scott Byington, AVP of Onboarding & Advising, 1/1/22
8. Felicia Crittenden, Dean of Continuing Education Operations, 1/1/22

Receive Attrition Report

**QUARTER THREE ATTRITION**

Resignations	11
Retirements	3
Deceased	1
Terminations	0
Non-renewals	0
<b>Total</b>	<b>15</b>

# Receive Turnover Report

## Turnover Third Quarter 2021

**Average # employees   # employees separated   Rate**

President's Office/Grants	27	0	0%
Student Learning Division	238	9	3.78%
Student Services Division	44	2	4.54%
Administrative Services Division	85	3	3.52%
Institutional Effectiveness Division	4	0	0%
Workforce Development	12	1	8.33%
Harnett Campus	16	0	0%
Chatham Campus	7	0	0%
<b>College Wide</b>	<b>433</b>	<b>15</b>	<b>3.46%</b>



## Holiday Calendar 2022-23

### 2022 Approved

<u>Holiday Observance</u>	<u>Date</u>	<u>Day(s) of the Week</u>	<u># of Holidays</u>	<u>Mandatory Leave Days</u>
Martin Luther King, Jr. Day	January 17, 2022	Monday	1	
Good Friday	April 15, 2022	Friday	1	
Memorial Day	May 30, 2022	Monday	1	
Independence	July 4, 2022	Monday	1	
Labor Day	September 5, 2022	Monday	1	
Thanksgiving	November 24 & 25, 2022	Thursday & Friday	2	
Winter Break	December 19, 2022 (Holiday in lieu of Veterans'	Monday	1	
	December 20, 21, & 22, 2022	Tuesday, Wednesday, & Thursday	0	3
	December 23, 26, & 27, 2022	Friday, Monday, & Tuesday	3	
	December 28 & 29, 2022	Wednesday & Thursday		2
	<b>December 30, 2022 (Holiday in lieu of 1/2/2023)*</b>	<b>Friday</b>	<b>1</b>	<b>0</b>
<b>Total Days</b>			<b>12</b>	<b>5</b>

*\*Proposed change from original schedule to lessen # of leave days*

### 2023 To Be Approved

<u>Holiday Observance</u>	<u>Date</u>	<u>Day(s) of the Week</u>	<u># of Holidays</u>	<u>Mandatory Leave Days</u>
Martin Luther King, Jr. Day	January 16, 2023	Monday	1	
Good Friday	April 7, 2023	Friday	1	
Memorial Day	May 29, 2023	Monday	1	
Independence	July 4, 2023	Tuesday	1	
Labor Day	September 5, 2022	Monday	1	
Thanksgiving	November 23 & 24, 2022	Thursday & Friday	2	
Winter Break	December 18, 2022 (Holiday in lieu of Veterans'	Monday	1	
	December 19, 20, 21, & 22	Tuesday, Wednesday, Thursday, & Friday		4
	December 25, 26, & 27, 2023	Monday, Tuesday, & Wednesday	3	
	December 28 & 29, 2023	Thursday & Friday		2
<b>Total Days</b>			<b>11</b>	<b>6</b>



## Discuss Salary Items from the State Budget

### State Budget:

The State budget included salary increases and bonuses for many of our employees.

### Salary Increases

A 5% pay increase over the biennium for faculty and staff (2.5% for 2021-2022 and 2.5% for 2022-2023). Must have been employed at CCCC on June 30 and currently employed. The 2021-2022 pay increase is retroactive to July 1. The 2021-2022 retroactive amount will be paid as a bonus in January. The 2021-2022 pay increase will be applied to monthly pay beginning in January.

### Bonuses

A \$1,000 bonus for employees making over \$75K. A \$1,500 for employees making less than \$75K. Must be employed on December 1, 2021 and will be paid with December 2021 pay.

### Hourly Rate

The State budget also set a minimum hourly rate for state funded positions at \$13 per hour for this fiscal year and \$15 per hour for next fiscal year.

### Considerations for discussion

The increase in the state required minimum hourly rate to \$15 per hour will create some compression issues with our current salary chart. Human resources is currently working through a few scenarios of how to make things work. The rate does not apply to county funded positions. We would like to discuss whether or not we should create a minimum hourly rate for county funded positions. The current minimum rate for our county funded custodial positions is \$11.15 per hour. A copy of our current chart for staff positions is listed below.

Level 1 Custodian	1			\$23,184	\$31,548
Level 1 Clerical	2			\$27,600	\$35,964
Level 2 Custodian/Level 1 Maintenance	3			\$27,600	\$35,964
Level 1 Technical	4			\$29,724	\$40,176
Level 2 Clerical/Level 1 Professional	5			\$34,476	\$50,160
Level 2 Maintenance	6			\$38,208	\$46,572
Level 2 Technical	7			\$43,332	\$50,784
Level 2 Professional	8			\$49,884	\$65,568
Level 3 Technical/Professional	9			\$57,360	\$71,700
Level 4 Professional	10			\$65,796	\$81,480
Level 5 Professional	11			\$81,720	\$97,404
Senior Administrators	12			\$100,812	\$116,496



# BOARD OF TRUSTEES FINANCE COMMITTEE AGENDA

<b>Date of Meeting:</b>	February 7, 2022	<b>Time: 3:00 PM</b>	<b>Virtual</b>
<b>Committee Members:</b> Jim Burgin, Chair Jamie Kelly Bill Carver			
<b>Consent Agenda Items</b>			
<ol style="list-style-type: none"><li>1. Approve State Budget Financial Reports</li><li>2. Approve Lee County Budget Financial Reports</li><li>3. Approve Chatham County Budget Financial Reports</li><li>4. Approve Harnett County Budget Financial Reports</li><li>5. Approve Investment Asset Account Report</li><li>6. Approve Civic Center Budget Report</li><li>7. Approve for Good of School Budget Report</li></ol>			
<b>Full Board Agenda Items</b>			
<b>For Information Only</b>			
<ol style="list-style-type: none"><li>1. State Budget Update</li><li>2. County Budget Update</li><li>3. Purchase and Contract Updates</li><li>4. No changes have been reported on the State Retirement System letter related to contribution-based cap legislation</li></ol>			

**CENTRAL CAROLINA COMMUNITY COLLEGE  
STATE BUDGET REPORT  
December 31, 2021**

<u>CURRENT EXPENSE</u>	<u>ALLOTMENT FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
EXECUTIVE MANAGEMENT	\$ 1,188,415.00	\$ 641,759.72	\$ 546,655.28	54%
FINANCIAL SERVICES	1,046,614.00	550,228.26	496,385.74	53%
GENERAL ADMINISTRATION	2,591,773.00	1,110,702.18	1,481,070.82	43%
INFORMATION SYSTEMS	1,248,469.00	719,664.61	528,804.39	58%
INSTRUCTION - CURRICULUM	15,375,051.00	7,819,556.17	7,555,494.83	51%
INSTRUCTION - NON-CURRICULUM	3,779,227.00	2,343,028.70	1,436,198.30	62%
ACADEMIC SUPPORT	4,570,129.00	2,491,678.55	2,078,450.45	55%
STUDENT SUPPORT	3,608,764.00	1,491,852.50	2,116,911.50	41%
<b>TOTAL CURRENT EXPENSE</b>	<b>\$ 33,408,442.00</b>	<b>\$ 17,168,470.69</b>	<b>\$ 16,239,971.31</b>	<b>51%</b>
 <u><b>CAPITAL OUTLAY</b></u>				
EQUIPMENT	\$ 2,581,293.00	\$ 191,004.70	\$ 2,390,288.30	7%
BOOKS	90,822.00	12,916.74	77,905.26	14%
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,672,115.00</b>	<b>\$ 203,921.44</b>	<b>\$ 2,468,193.56</b>	<b>8%</b>
<b>TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY</b>	<b>\$ 36,080,557.00</b>	<b>\$ 17,372,392.13</b>	<b>\$ 18,708,164.87</b>	<b>48%</b>

**CENTRAL CAROLINA COMMUNITY COLLEGE  
LEE COUNTY BUDGET REPORT  
December 31, 2021**

<b><u>CURRENT EXPENSE</u></b>	<b><u>BUDGET FOR YEAR</u></b>	<b><u>EXPENDITURES THIS YEAR</u></b>	<b><u>BUDGET BALANCE</u></b>	<b><u>PERCENT OF BUDGET EXPENDED</u></b>
GENERAL AND GENERAL ADMINISTRATION	\$ 239,985.00	\$ 190,110.21	\$ 49,874.79	79%
PLANT OPERATIONS	1,634,150.00	785,222.25	848,927.75	48%
PLANT MAINTENANCE	1,214,965.00	664,914.57	550,050.43	55%
<b>TOTAL CURRENT EXPENSE</b>	<b>\$ 3,089,100.00</b>	<b>\$ 1,640,247.03</b>	<b>\$ 1,448,852.97</b>	<b>53%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 75,000.00</b>	<b>\$ -</b>	<b>\$ 75,000.00</b>	<b>0%</b>
<b>TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY</b>	<b>\$ 3,164,100.00</b>	<b>\$ 1,640,247.03</b>	<b>\$ 1,523,852.97</b>	<b>52%</b>

**CENTRAL CAROLINA COMMUNITY COLLEGE  
CHATHAM COUNTY BUDGET REPORT  
December 31, 2021**

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
GENERAL AND GENERAL ADMINISTRATION	\$ 147,700.00	\$ 40,972.44	\$ 106,727.56	28%
PLANT OPERATIONS	548,710.00	308,764.36	239,945.64	56%
PLANT MAINTENANCE	374,700.00	249,355.58	125,344.42	67%
<b>TOTAL CURRENT EXPENSE</b>	<b>\$ 1,071,110.00</b>	<b>\$ 599,092.38</b>	<b>\$ 472,017.62</b>	<b>56%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>0%</b>
<b>TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY</b>	<b>\$ 1,121,110.00</b>	<b>\$ 599,092.38</b>	<b>\$ 522,017.62</b>	<b>53%</b>

**CENTRAL CAROLINA COMMUNITY COLLEGE  
HARNETT COUNTY BUDGET REPORT  
December 31, 2021**

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
GENERAL AND GENERAL ADMINISTRATION	\$ 67,250.00	\$ 21,768.00	\$ 45,482.00	32%
PLANT OPERATIONS	609,043.00	280,721.90	328,321.10	46%
PLANT MAINTENANCE	481,000.00	317,168.64	163,831.36	66%
<b>TOTAL CURRENT EXPENSE</b>	<b>\$ 1,157,293.00</b>	<b>\$ 619,658.54</b>	<b>\$ 537,634.46</b>	<b>54%</b>
<b>CAPITAL OUTLAY</b>	<b>\$ 45,000.00</b>	<b>\$ -</b>	<b>\$ 45,000.00</b>	<b>0%</b>
<b>TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY</b>	<b>\$ 1,202,293.00</b>	<b>\$ 619,658.54</b>	<b>\$ 582,634.46</b>	<b>52%</b>

**CENTRAL CAROLINA COMMUNITY COLLEGE  
INVESTMENT ASSET ACCOUNT  
December 31, 2021**

CPR CARDS	\$	1,805.76
DISTANCE ED FEE		50,366.38
SELF-SUPPORTING		15,188.40
COMMUNITY SERV FEES		193,134.88
CONT ED ACTIVITY FEES		5,089.81
OVERHEAD RECEIPTS		47,618.50
DENNIS WICKER CIVIC CENTER		-
ESTC RENTAL FUNDS		71,838.05
PITTSBORO RENTAL FUNDS		5,752.95
INDIRECT COST FUNDS - GRANTS		131,617.05
PATRON FEES		128,024.81
ASSOCIATE NURSING		68,442.90
SMALL BUSINESS MISC		6,564.96
CLEARWIRE LEASE		55,163.73
BOOKSTORE		867,413.26
VENDING		-
STUDENT GOVERNMENT ASSOC.		-
EMERGENCY LOAN FUNDS		5,994.31
LOCAL FUNDS		138,658.83
	<b>\$</b>	<b>1,792,674.58</b>

**CENTRAL CAROLINA COMMUNITY COLLEGE  
DENNIS WICKER CIVIC CENTER BUDGET REPORT  
December 31, 2021**

**REVENUES**

MOTEL TAX	\$	133,614.48	
LEE COUNTY CURRENT ALLOCATION		32,464.98	
RENTAL INCOME		88,751.10	
FEDERAL LOST REVENUE		49,266.05	
INTEREST INCOME		-	
<b>TOTAL REVENUE</b>			<b>\$ 304,096.61</b>

**EXPENSES**

SALARIES	\$	100,363.51	
SOCIAL SECURITY		6,680.83	
RETIREMENT		15,769.62	
LONGEVITY		-	
MEDICAL INSURANCE		9,562.56	
OTHER CONTRACTS		5,900.30	
SUPPLIES		2,907.80	
TRAVEL		-	
TELEPHONE		2,929.19	
HEAT		4,632.75	
WATER		1,349.62	
ELECTRICITY		37,638.28	
REPAIR FACILITIES		9,116.50	
REPAIR EQUIPMENT		3,531.54	
MAINT. Agreement		10,334.86	
REPLACEMENT EQUIPMENT		11,907.30	
ADVERTISING		116.10	
CREDIT CARD FEE		988.94	
LANDSCAPING		97.28	
OTHER CURRENT EXPENSE		199.00	
INSURANCE		-	
MEMBERSHIPS AND DUES		-	
EQUIPMENT		-	
<b>TOTAL EXPENSES</b>			<b>\$ 224,025.98</b>
<b>REVENUE OVER EXPENSES</b>			<b>\$ 80,070.63</b>

<b>FUND BALANCE AS OF July 1, 2021</b>	<b>\$</b>	<b>(52,797.65)</b>
<b>PLUS REVENUE OVER EXPENSES</b>		<b>80,070.63</b>
<b>FUND BALANCE AS OF September 30, 2021</b>	<b>\$</b>	<b>27,272.98</b>



**CENTRAL CAROLINA COMMUNITY COLLEGE  
EXPENDITURES FOR GOOD OF SCHOOL  
July 1, 2021 through December 31, 2021**

**STUDENT RELATED**

ICR PROCESSING FEE	\$	2,014.49
FACTS PROCESSING FEE		13,529.00
PERSONNEL COSTS		
TITLE IX		4,110.00
STUDENT AMBASSADORS		7,275.48
STUDENT TRAVEL		
STUDENT CULTURAL ENRICHMENT		380.00
ADVISORY MEETINGS		3,513.59
AVOW TRANSCRIPT SERVICES		
SCHOLARSHIP LUNCHEON		
GRADUATION		625.00
OTHER		1,302.25
		<hr/>
<b>TOTAL STUDENT RELATED</b>	<b>\$</b>	<b>32,749.81</b>

**PUBLIC RELATED**

PUBLIC RELATIONS	\$	719.60
PROFESSIONAL DEVELOPMENT		543.78
FINANCIAL AID FAFSA DAY		
MEETINGS		
EMPLOYEE RET., FLOWERS		1,742.53
BOARD OF TRUSTEE EXPENSES		976.49
QEP EXPENSES		
MARKETING		
LEGAL EXPENSES		4,958.86
STAFF DEVELOPMENT		686.85
STUDENT AID		
BANK SERVICE CHARGES		94.99
OTHER		1,900.54
		<hr/>
<b>TOTAL PUBLIC RELATED</b>	<b>\$</b>	<b>11,623.64</b>

<b>GRAND TOTAL</b>	<b>\$</b>	<b>44,373.45</b>
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## State Budget Update

The State Board of Community Colleges is scheduled to approve the state budget allocations for all colleges on January 21, 2022. The allocation package is located on the system website at the following address:

[https://www.nccommunitycolleges.edu/sites/default/files/state-board/finance/fc\\_01\\_fy\\_2021-22\\_state\\_aid\\_allocations\\_and\\_budget\\_policies\\_0.pdf](https://www.nccommunitycolleges.edu/sites/default/files/state-board/finance/fc_01_fy_2021-22_state_aid_allocations_and_budget_policies_0.pdf)

College staff have been reviewing the allocation package and various rules and regulations included within the package. We have not received the due date for the college's budget, but will be working towards meeting the deadline once received.

## County Budget Updates

We are starting the process of developing the county budget requests for the next fiscal year. We have not received the due dates for the request from the various counties, but anticipate the requests will be due during March.

As we work on the requests, we would like to discuss one item that could impact each of the requests. Included in the state budget is a minimum hourly rate for state funded positions. During the current fiscal year, the rate is \$13 per hour and will increase to \$15 per hour next fiscal year. The rate does not apply to county funded positions. We would like to discuss whether or not we should create a minimum hourly rate for county funded positions. The current minimum rate for our county funded custodial positions is \$11.15 per hour.

## Purchasing and Contract Updates

College staff members have been attending a variety of training sessions offered by State Purchase and Contracts. During some of these sessions, the State Purchasing has been discussing some potential changes to purchase and contract rules and regulations that will be distributed in March of this year. Once we receive the changes, we will most likely need to revise our purchasing and contract policies and procedures. We plan to have an update and potentially new policies to discuss with the finance committee during the April meeting. Some of these changes appear to be substantial.



# BOARD OF TRUSTEES BUILDING & GROUNDS COMMITTEE AGENDA

**Date of Meeting:**

February 7, 2022

**Time: 1:30 pm**

**Virtual**

**Committee Members:** George Lucier, Chair  
Bill Tatum  
Jim Crawford

## Consent Agenda Items

1. Receive update on minor construction projects
2. Approve Final Close Out 3-1 Bioprocessing Lab Upfit
3. Approve Initial 3-1 Mirellio Roof Replacement
4. Approve 3-1 Chatham Building 42 Roof

## Full Board Agenda Items

1. Approve Draft Facility Master Plan

## For Information Only

Receive update on construction projects

Please see the below update on various minor construction projects.

#### Large Animal Facility

This project is funded with Lee County Bond Funds. WC Construction was awarded this project at the October 2020 board meeting. The building portion of this project has been completed with the exception of a few minor punch list items. Work is mostly complete on the fencing and various covered structures needed in the pastures. We are currently working with the instructional faculty to complete upfits needed for the program to begin utilizing this space.

#### Harnett Paving Project

The Harnett County Commissioners approved funding in our budget to complete the remaining paving projects needed on the Harnett Main Campus. A portion of this project was completed prior to the start of Spring classes. The contractor has experienced a few delays and will be completing the remaining portions of the project in the near future.

#### E. Eugene Moore Manufacturing and Biotech Solutions Center (Marelli Site)

We have been working with Hobbs Architects to do some initial planning for this project. We have been provided a variety of test fits for different programming in the various buildings on the site. We have not moved forward with the full design selection process at this time because of some delays in the environmental permitting process. Dr. Crumpton has requested that we hold off on that process until we get a little further along in the permitting process.

#### Re-routing Kelly Drive

We recently met with the engineers hired by NCDOT related to the proposed re-routing of Kelly Drive. They are making good progress on the design for the project and shared a few concept drawings. One change they are proposing is the location of the proposed traffic circle planned for the bypass side of campus. We will share some drawings during the building and grounds committee meeting and discuss some potential options.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

CAPITAL IMPROVEMENT PROJECT APPROVAL

Final Project Closeout

AMENDED #1

Is this the Final 3-1 Project Closeout? Yes

College Central Carolina Community College

Project Name Bioprocessing Lab Upfit NCCCS Project No. 2534

Campus 5018 Central Carolina CC - School of Telecommunications County Lee

I. TYPE OF PROJECT:

Renovation of Existing Facility	

II. REASON FOR AMENDMENT:

Please detail the reason for this amendment. If scope change, description must include all pertinent information regarding the project (scope of work, square footage, etc.). Include any variances from the original project description. If budget change, describe the need for change (bids came in higher, identifying undetermined funds, increase due to increase scope of work, etc.).

Insert project and amendment description here.

This project involved converting an existing multipurpose room into two science labs for our bioprocessing and bioworks programs. Several businesses in this industry have recently announced expansions in this field and we are in need of additional laboratory training space to meet industry demands. PROJECT TO BE CLOSED: This project was canceled prior to construction beginning on the project. Lee County purchased a new site that will be transferred to the College. The new site will allow for additional space for the Bioprocessing program.

- ☐ Project to be constructed/renovated on college owned property
- ☐ Project to be constructed/renovated on leased property

Provide the System Office a copy of lease that meets criteria as addressed in CI Guide.

This form was prepared by:

Name: Signature: Contact Number: Date: CPC Signature:

III. ESTMATED COST OF PROJECT:

**A. PRE-CONSTRUCTION COSTS**

1. Site Grading and Improvements (not in III B) ....
2. Demolition (not in III B) .....

**Subtotal "A"****B. CONSTRUCTION**

1. Design Fee .....
2. Construction.....
3. Construction Contingency .....
4. Other Contracts .....
5. Other Fees .....

**Subtotal "B"****C. Other Costs**

1. Initial Equipment.....
2. Work Performed by Owner .....

**Subtotal "C"****TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)**

Prior Budget	Changes/ Amended	Current Budget
0.00	0.00	0.00
25,000.00	(25,000.00)	
200,000.00	(160,584.93)	39,415.07
25,000.00	(25,000.00)	
250,000.00	(210,584.93)	39,415.07
0.00	0.00	0.00
\$250,000.00	(\$210,584.93)	\$39,415.07

**IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:****A. NON-STATE FUNDS**

1. County Appropriated
2. County Bonds

3.		▼	0
4.		▼	
5.		▼	

**Subtotal "A"****B. STATE FUNDS (Handled locally by college  
- not reimbursed through System Office)**

1.		▼
2.		▼
3.		▼

**Subtotal "B"****C. STATE FUNDS (Reimbursed by the System Office)**

1. Budget Code	46620 R&R Connect NC Bonds ▼
2. Budget Code	▼
3. Budget Code	▼
4. Budget Code	▼

**Subtotal "C"**

Total Sources of Funds Available (IV A, B, C)

**D. UNIDENTIFIED FUNDS**

1. Unidentified Funds (Do not include on the NCCCS 2-16)

**Subtotal "D"****Total Sources of Funds Including Unidentified**

Prior Funds	Changes	Current Funds
0.00	0.00	0.00
0.00	0.00	0.00
250,000.00	(210,584.93)	39,415.07
250,000.00	(210,584.93)	39,415.07
250,000.00	(210,584.93)	39,415.07
0.00	0.00	0.00
\$250,000.00	(\$210,584.93)	\$39,415.07

**V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES**

To the State Board of Community Colleges:



We, the Board of Trustees of **Central Carolina Community College**  
do hereby certify:

1. That the information contained in this application is true and correct to the best of our knowledge and belief, and do hereby request approval from the State Board of Community Colleges for this application and for the utilization of \$39,415.07 State funds reflected on Page 3, which are appropriated and have been allocated for the use of our college. These funds, along with the non-state funds shown, will be used exclusively for facilities, equipment for those facilities, land, or other permanent improvements described herein and in accordance with the minutes and resolution of the Board of Trustees dated \_\_\_\_\_.

☒ As part of this certification, the Board of Trustees certify that any equipment purchased with the Connect NC Bond Funds must have a useful life of 10+ years.

☒ As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by Connect NC Bond Funds, therefor will not be reimbursed.

2. That the described permanent improvements are necessary for meeting the educational needs of the area served and that this proposed project is in accordance with the rules and regulations adopted by the State Board of Community Colleges.

3. That a fee simple title held by the Board of Trustees to the property upon which the said facilities or improvements are to be made, or that a long-term lease, as described in the North Carolina Community College System Capital Improvement Guide, is held by the Board of Trustees.

4. That in formal sessions with a quorum present, the Board of Trustees authorized this application and further authorized the Chairman and the Chief Administrative Officer of this Board to execute all papers required by the rules and regulations of the State Board of Community Colleges.

\_\_\_\_\_  
Chairman - Board of Trustees

\_\_\_\_\_  
Chief Administrative Officer/President

Central Carolina Community College  
2534

## VI. CERTIFICATION AS TO AVAILABILITY OF LOCAL SUPPORT AND FUNDS

### Certification 1.

I certify that I have examined this application for the project no: 2534  
from Central Carolina Community College and if shown, county funds in the  
amount of \$0 are available for the planning and construction of this project.

## NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

### CAPITAL IMPROVEMENT PROJECT APPROVAL

#### NEW PROJECT

College	Central Carolina Community College	
Project Name	Miriello Roof Replacement	NCCCS Project No.
Campus	2004 Central Carolina CC - Harnett Cty. Campus	County
		Harnett

#### I. TYPE OF PROJECT:

Roof Replacement	

#### II. DESCRIPTION OF PROJECT:

\*For description of a roof replacement project, please include scope of work, type and condition of existing roof, new roof type, and total square footage.

Insert project and amendment description here.

This project involves the replacement of a TPO roof installed in 1998 on the Miriello Building on our Harnett Main Campus. The building is 20,540 square feet and houses classrooms for general education and business programming as well as the student services and administrative support functions of the campus. The original roof has reached the end of useful life and will be replaced with a new roofing system.

☒

**Project to be constructed/renovated on college owned property**

☐

**Project to be constructed/renovated on leased property**

Provide the System Office a copy of lease that meets criteria as addressed in **Capital Improvement Manual**.

This form was prepared by:

Name: Phillip D. Price

Signature:

Contact Number: 919-718-7214

Date: 2/9/2022

CPC Signature:

III. ESTIMATED COST OF PROJECT:

A. PRE-CONSTRUCTION COSTS

1. Site Grading and Improvements (not in III B) ....		
2. Demolition (not in III B) .....		
Subtotal "A"		0.00

B. CONSTRUCTION

1. Design Fee .....	3,000.00	
2. Construction.....	481,362.06	
3. Construction Contingency .....	25,334.00	
4. Other Contracts .....		
5. Other Fees .....		
Subtotal "B"		509,696.06

C. Other Costs

1. Initial Equipment.....		
2. Work Performed by Owner .....		
Subtotal "C"		0.00

TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)		\$509,696.06
------------------------------------------------------	--	--------------

IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:

A. NON-STATE FUNDS

1. County Appropriated	3,000.00	
2. County Bonds		
3. <div><div></div><div>▼</div></div>		
4. <div><div></div><div>▼</div></div>		
5. <div><div></div><div>▼</div></div>		
Subtotal "A"		3,000.00

B. STATE FUNDS (Handled locally by college  
- not reimbursed through System Office)

1. <div><div></div><div>▼</div></div>		
2. <div><div></div><div>▼</div></div>		
3. <div><div></div><div>▼</div></div>		
Subtotal "B"		0.00

C. STATE FUNDS (Reimbursed by the System Office)

1. Budget Code <div>46620 R&amp;R Connect NC Bonds ▼</div>	506,696.06	
2. Budget Code <div>▼</div>		
3. Budget Code <div>▼</div>		
4. Budget Code <div>▼</div>		
Subtotal "C"		506,696.06

Total Sources of Funds Available (IV A, B, C)		509,696.06
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D. UNIDENTIFIED FUNDS

1. Unidentified Funds (Do not include on the NCCCS 2-16)		
Subtotal "D"		0.00

Total Sources of Funds Including Unidentified		\$509,696.06
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**V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES**

To the State Board of Community Colleges:

We, the Board of Trustees of Central Carolina Community College  
do hereby certify:

1. That the information contained in this application is true and correct to the best of our knowledge and belief, and do hereby request approval from the State Board of Community Colleges for this application and for the utilization of \$506,696.06 State funds reflected on Page 3, which are appropriated and have been allocated for the use of our college. These funds, along with the non-state funds shown, will be used exclusively for facilities, equipment for those facilities, land, or other permanent improvements described herein and in accordance with the minutes and resolution of the Board of Trustees dated \_\_\_\_\_.

☐ As part of this certification, the Board of Trustees certify that any equipment purchased with the Connect NC Bond Funds must have a useful life of 10+ years.

☐ As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by Connect NC Bond Funds, therefor will not be reimbursed.

2. That the described permanent improvements are necessary for meeting the educational needs of the area served and that this proposed project is in accordance with the rules and regulations adopted by the State Board of Community Colleges.

3. That a fee simple title held by the Board of Trustees to the property upon which the said facilities or improvements are to be made, or that a long-term lease, as described in the North Carolina Community College System Capital Improvement Guide, is held by the Board of Trustees.

4. That in formal sessions with a quorum present, the Board of Trustees authorized this application and further authorized the Chairman and the Chief Administrative Officer of this Board to execute all papers required by the rules and regulations of the State Board of Community Colleges.

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Chairman - Board of Trustees

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Chief Administrative Officer/President

# NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

## CAPITAL IMPROVEMENT PROJECT APPROVAL

### NEW PROJECT

**College**

Central Carolina Community College ▼

**Project Name**

Chatham Building 42 Roof Replacement

**NCCCS Project No.**

\_\_\_\_\_

**Campus**

2003 Central Carolina CC - Chatham Cty. Campus ▼

**County**

Chatham

### I. TYPE OF PROJECT:

Roof Replacement	▼
	▼

	▼
	▼

### II. DESCRIPTION OF PROJECT:

\*For description of a roof replacement project, please include scope of work, type and condition of existing roof, new roof type, and total square footage.

**Insert project and amendment description here.**

This project involves re-roofing building 42 located on the Chatham Main Campus. This 20,868 square feet building houses classrooms, labs, various offices, multipurpose space, and the academic assistance center for this campus. The roof is original to the building and was installed in 1996.



**Project to be constructed/renovated on college owned property**



**Project to be constructed/renovated on leased property**

Provide the System Office a copy of lease that meets criteria as addressed in **Capital Improvement Manual**.

This form was prepared by:

Name: Phillip D. Price

Signature: \_\_\_\_\_

Contact Number: 919-718-7214

Date: \_\_\_\_\_

CPC Signature: \_\_\_\_\_

III. ESTIMATED COST OF PROJECT:

A. PRE-CONSTRUCTION COSTS

1. Site Grading and Improvements (not in III B) ....		
2. Demolition (not in III B) .....		
Subtotal "A"		0.00

B. CONSTRUCTION

1. Design Fee .....	3,000.00	
2. Construction.....	467,250.00	
3. Construction Contingency .....	24,750.00	
4. Other Contracts .....		
5. Other Fees .....		
Subtotal "B"		495,000.00

C. Other Costs

1. Initial Equipment.....		
2. Work Performed by Owner .....		
Subtotal "C"		0.00

TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)		\$495,000.00
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IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:

A. NON-STATE FUNDS

1. County Appropriated	495,000.00	
2. County Bonds		
3. <div><div></div><div>▼</div></div>		
4. <div><div></div><div>▼</div></div>		
5. <div><div></div><div>▼</div></div>		
Subtotal "A"		495,000.00

B. STATE FUNDS (Handled locally by college  
- not reimbursed through System Office)

1. <div><div></div><div>▼</div></div>		
2. <div><div></div><div>▼</div></div>		
3. <div><div></div><div>▼</div></div>		
Subtotal "B"		0.00

C. STATE FUNDS (Reimbursed by the System Office)

1. Budget Code <div><div></div><div>▼</div></div>		
2. Budget Code <div><div></div><div>▼</div></div>		
3. Budget Code <div><div></div><div>▼</div></div>		
4. Budget Code <div><div></div><div>▼</div></div>		
Subtotal "C"		0.00

Total Sources of Funds Available (IV A, B, C)		495,000.00
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D. UNIDENTIFIED FUNDS

1. Unidentified Funds (Do not include on the NCCCS 2-16)		
Subtotal "D"		0.00

Total Sources of Funds Including Unidentified		\$495,000.00
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**V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES**

To the State Board of Community Colleges:

We, the Board of Trustees of Central Carolina Community College  
do hereby certify:

1. That the information contained in this application is true and correct to the best of our knowledge and belief, and do hereby request approval from the State Board of Community Colleges for this application and for the utilization of \$0.00 State funds reflected on Page 3, which are appropriated and have been allocated for the use of our college. These funds, along with the non-state funds shown, will be used exclusively for facilities, equipment for those facilities, land, or other permanent improvements described herein and in accordance with the minutes and resolution of the Board of Trustees dated 2/9/2022.

☐ As part of this certification, the Board of Trustees certify that any equipment purchased with the Connect NC Bond Funds must have a useful life of 10+ years.

☐ As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by Connect NC Bond Funds, therefor will not be reimbursed.

2. That the described permanent improvements are necessary for meeting the educational needs of the area served and that this proposed project is in accordance with the rules and regulations adopted by the State Board of Community Colleges.

3. That a fee simple title held by the Board of Trustees to the property upon which the said facilities or improvements are to be made, or that a long-term lease, as described in the North Carolina Community College System Capital Improvement Guide, is held by the Board of Trustees.

4. That in formal sessions with a quorum present, the Board of Trustees authorized this application and further authorized the Chairman and the Chief Administrative Officer of this Board to execute all papers required by the rules and regulations of the State Board of Community Colleges.

---

Chairman - Board of Trustees

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Chief Administrative Officer/President

**VI. CERTIFICATION AS TO AVAILABILITY OF LOCAL SUPPORT AND FUNDS**

Certification 1.

I certify that I have examined this application for the project no: \_\_\_\_\_ 0  
from Central Carolina Community College \_\_\_\_\_ and if shown, county funds in the  
amount of \$495,000.00 are available for the planning and construction of this project.

County Manager/Finance Officer Signature \_\_\_\_\_  
Print Name \_\_\_\_\_  
Date \_\_\_\_\_

**(The following certification must be completed for New Facility Projects Only)**

Certification 2.

Based on an analysis of the colleges annual operating and utility costs, (as per the NCCCS 3-1  
Section VIII) it is estimated that the college will expend an additional \$0.00  
per year in support of this new construction. I certify that this document has been reviewed, and that  
the information stated herein will be shared with the proper county officials to seek an appropriate  
adjustment to the college's budget as the new facility is brought online.

County Manager/Finance Officer Signature \_\_\_\_\_  
Print Name \_\_\_\_\_  
Date \_\_\_\_\_

=====

**VII. CERTIFICATION OF ATTORNEY AS TO FEE SIMPLE TITLE TO THE PROPERTY**

(Note: Required only for construction on a new site or when federal funds are involved. Not  
required for long term lease.)

I, \_\_\_\_\_, duly licensed attorney of the State of North  
Carolina, do hereby certify that I have examined the public records of \_\_\_\_\_  
County, North Carolina, from January 1, 1925, to this date concerning title to the property upon which  
the improvements set out in the foregoing application are proposed to be made, and I find from said  
examination that a fee simple title free from all claims or encumbrances, is vested in  
\_\_\_\_\_ by deed recorded in (specify book & page) \_\_\_\_\_  
\_\_\_\_\_ in the Office of the Register of Deeds except as noted below: (Attach  
a copy of deed)

\_\_\_\_\_  
\_\_\_\_\_

This, the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature



## Approve Draft Facility Master Plan

### **For February 2022 Board of Trustees Review and Consideration**

#### **Overview:**

Central Carolina Community College is located in the center of North Carolina and serves the counties of Chatham, Harnett, and Lee. This service area has a population of over 275,000 residents and is served by multiple campuses and centers throughout the area. Central Carolina Community College has grown from the industrial education center of the 1960s into the ninth largest community college in the 58-college North Carolina Community College System. While the college has grown into a multi-faceted institution that serves a wide variety of educational objectives, we have not lost touch with our roots. Central Carolina Community College has continued to work closely with economic development commissions in each of our three counties to maintain an instructional ideology closely tied to the business and industry needs of our region. An emphasis on technical and vocational skills remains intact at Central Carolina Community College.

In order to ensure we keep pace with the changing needs of the workforce and our students, we continuously study our facilities and develop plans for the future. This document updates upon previous master plans that have been prepared for the College and helps to ensure we target areas of need for the College. For the purposes of this plan, we are trying to plan for projects to be completed during the next five to seven years. To assist in developing our needs, we conducted a variety of studies, including reviewing population growth trends for our service area, job growth trends for our region, current enrollment trends, square footages compared to similar institutions, and evaluations of existing facilities and infrastructure. The next few pages will document in detail our process. The final section provides a summary and prioritization of our projects over the next five to seven years to meet the needs of the citizens of our service area.

## Population Growth Trends for our Service Area:

Chatham, Harnett, and Lee Counties continue to experience positive growth in population. Below are population growth estimates from July 2020 until July 2030 for each county.

Projected Population Change in North Carolina Counties: 2020-2030								
	Total Population		Population Change		Components of Change			
County	July 2020 Projection	July 2030 Projection	Numeric	Percent	Births	Deaths	Natural Increase	Net Migration
Chatham	77,061	91,813	14,752	19.14%	7,774	10,100	-2,326	17,078
Harnett	136,705	154,930	18,225	13.33%	19,495	12,620	6,875	11,350
Lee	61,663	66,893	5,230	8.48%	8,499	6,861	1,638	3,592
	275,429	313,636	38,207	13.87%				
Source: North Carolina OSBM, Standard Population Estimates, Vintage 2019 and Population Projections, Vintage 2020								

Each county in our service area is estimated to increase in population over the next 10 years. Chatham County is estimated to grow by almost 20% during this time frame, with most growth expected in the Northern portion of the county. This is primarily driven by growth in the planned Chatham Park area. It is anticipated that the growth in Chatham County is potentially higher than what is projected above. Harnett County is also anticipated to grow by over 13% in the next 10 years, with most of the growth created in the “Northwest corridor.” Lee County is also expected to grow by over 8% during the next 10 years and there are a number of significant housing developments planned for the area.

The increase in population creates opportunities for Central Carolina Community College to serve additional students. Programs will need to be planned and expanded in each of the three counties to meet the unique growth expected for these counties.

## Job Growth Trends for our region:

North Carolina continues to experience positive job growth. The chart below shows 5 star jobs which require some college, postsecondary education, or an associates degree sorted by the highest number of average annual openings. We currently offer programming for many of these careers.

Stars Number	Occupation Title	2018	2028	Change (2018 - 2028)	Annual % Growth	Average Annual Openings	Median Annual Wage	Education
5	Computer User Support Specialists	23,849	26,683	2,834	1.10%	2,354	\$48,290.00	Some college, no degree
5	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	16,169	18,682	2,513	1.50%	1,952	\$41,820.00	Postsecondary nondegree award
5	Dental Assistants	9,548	11,535	1,987	1.90%	1,380	\$41,660.00	Postsecondary nondegree award
5	Dental Hygienists	6,834	8,276	1,442	1.90%	650	\$70,720.00	Associate's degree
5	Physical Therapist Assistants	2,920	3,518	598	1.90%	459	\$60,100.00	Associate's degree
5	Web Developers	4,151	4,858	707	1.60%	413	\$68,520.00	Associate's degree
5	Respiratory Therapists	4,501	5,412	911	1.90%	353	\$56,410.00	Associate's degree
5	Occupational Therapy Assistants	1,502	1,913	411	2.40%	226	\$64,890.00	Associate's degree
5	Diagnostic Medical Sonographers	2,133	2,559	426	1.80%	172	\$66,930.00	Associate's degree
<a href="https://tools.nccareers.org/starjobs/star_jobs.html">https://tools.nccareers.org/starjobs/star_jobs.html</a>								

The chart below shows 4 star jobs which require some college, postsecondary education, or an associates degree sorted by the highest number of average annual openings. We currently offer programming for many of these careers.

<b>Stars Number</b>	<b>Occupation Title</b>	<b>2018</b>	<b>2028</b>	<b>Change (2018 - 2028)</b>	<b>Annual % Growth</b>	<b>Average Annual Openings</b>	<b>Median Annual Wage</b>	<b>Education</b>
4	Heavy and Tractor-Trailer Truck Drivers	63,355	67,105	3,750	0.60%	7,792	\$42,140.00	Postsecondary nondegree award
4	Medical Assistants	18,379	22,627	4,248	2.10%	2,684	\$32,710.00	Postsecondary nondegree award
4	Licensed Practical and Licensed Vocational Nurses	18,546	19,562	1,016	0.50%	1,554	\$44,830.00	Postsecondary nondegree award
4	Paralegals and Legal Assistants	10,591	11,979	1,388	1.20%	1,333	\$43,530.00	Associate's degree
4	Phlebotomists	6,580	8,175	1,595	2.20%	940	\$31,700.00	Postsecondary nondegree award
4	Emergency Medical Technicians and Paramedics	10,733	11,551	818	0.70%	823	\$35,280.00	Postsecondary nondegree award
4	Massage Therapists	4,375	5,393	1,018	2.10%	671	\$39,590.00	Postsecondary nondegree award
4	Computer Network Support Specialists	5,451	5,960	509	0.90%	519	\$60,820.00	Associate's degree
4	Radiologic Technologists	7,584	8,319	735	0.90%	510	\$57,180.00	Associate's degree
4	Medical Records and Health Information Technicians	5,436	6,018	582	1%	423	\$36,930.00	Postsecondary nondegree award
4	Aircraft Mechanics	4,230	4,464	234	0.50%	378	\$56,990.00	Postsecondary

	and Service Technicians							nondegree award
4	Veterinary Technologists and Technicians	3,216	4,057	841	2.40%	377	\$32,600.00	Associate's degree
4	Surgical Technologists	3,528	3,854	326	0.90%	331	\$43,300.00	Postsecondary nondegree award
4	Ophthalmic Medical Technicians	2,563	3,034	471	1.70%	273	\$35,440.00	Postsecondary nondegree award
4	Medical Equipment Repairers	2,076	2,293	217	1%	251	\$53,760.00	Associate's degree
4	Skincare Specialists	1,509	1,711	202	1.30%	203	\$39,440.00	Postsecondary nondegree award
4	Environmental Science and Protection Technicians, Including Health	1,258	1,452	194	1.40%	180	\$40,990.00	Associate's degree
4	Audio and Video Equipment Technicians	1,194	1,357	163	1.30%	152	\$39,620.00	Postsecondary nondegree award
4	First-Line Supervisors of Fire Fighting and Prevention Workers	1,611	1,735	124	0.70%	117	\$59,000.00	Postsecondary nondegree award
4	Computer Numerically Controlled Machine Tool Programmers, Metal and Plastic	570	698	128	2%	78	\$46,150.00	Postsecondary nondegree award
4	Magnetic Resonance Imaging Technologists	960	1,050	90	0.90%	64	\$67,140.00	Associate's degree

<a href="https://tools.nccareers.org/starjobs/star_jobs.html">https://tools.nccareers.org/starjobs/star_jobs.html</a>								

After reviewing the information above, CCCC offers programming in many of these areas. As part of the college's long-range planning process, we will continue to review employment related data to ensure we are offering educational opportunities to meet the needs of industries in our region.

Our service area has also experienced growth created by new and expanding industries in our service area. We have had a number of announcements in Bioprocessing, advanced manufacturing, and information technology related fields. As part of this process, we also need to explore ways to increase programming availability in these areas.

## Enrollment Trends:

The chart below shows our budget FTE over the past five years. Overall, our budget FTE has stayed relatively flat in total over this period of time with a positive change of 47 total budget FTE.

	Budget FTE					
	2017-18	2018-19	2019-20	2020-21	2021-22	Average
Curriculum	4,195	4,173	4,114	4,642	4,411	4,307
Continuing Education	570	786	715	751	581	681
Basic Skills	551	700	588	600	371	562
Total	5,316	5,659	5,417	5,993	5,363	5,550

Curriculum budget FTE has averaged 4,307 during this 5 year period. It stayed relatively flat for the first 3 years, experienced a significant increase in 2020-21 and then decreased for 2021-22. We are still unsure of the impact the pandemic has had long-term on our curriculum enrollment. Overall given the expected population growth in our service area, we are expecting curriculum enrollment to show modest growth over the next 5 years.

Continuing Education budget FTE has averaged 681 during this 5 year period. The 2017-18 year appears to have been a low year followed by an increase over the next 3 years. The 2021-22 budget FTE was impacted by the pandemic as many of the continuing education programs were not designed to be moved online easily. Overall, we would expect continuing education FTE to increase over the next 5 years and average closer to 750 budget FTE per year.

Basic Skills budget FTE has averaged 562 during this 5 year period. We experienced a significant decline in budget FTE for the 2021-22 year because of impacts from the pandemic. Overall, the program has remained relatively stable over the 5 year period and we would expect budget FTE to remain steady at around 600 FTE over the next 5 years.

## College Employment Trends:

Another important area to continuously review is the number of full-time faculty and staff employed by the College. This information is important because adequate office and support space is needed on campus to accommodate the number of employees at the college. Part-time faculty and staff numbers are not included because these employees are not typically assigned dedicated office space. The chart below summarizes our trends in full-time employment over the past ten years.

	Employment by Type		
	FT Faculty	FT Staff	Total
10/31/2012	167	198	365
10/31/2013	164	212	376
10/31/2014	163	231	394
10/31/2015	164	242	406
10/31/2016	163	243	406
10/31/2017	169	245	414
10/31/2018	173	248	421
10/31/2019	174	252	426
10/31/2020	176	259	435
9/30/2021	175	259	434

As can be seen by the above chart, the number of full-time faculty has remained relatively stable during the past ten years with an increase of only 8 over that time period. The number of full-time staff has increased by 61 employees during the ten-year period. Most of this increase relates to the number of new grants received by the College and the corresponding hiring of full-time staff members for those positions as well as a transition away from contracted custodial services. Office and support space is in high demand. We should give consideration to creating new office and support space while determining future building and renovation projects. We also need to consider how telework arrangements may alter the types and number of offices that are necessary in the future.



## Square Footage Compared to Similar Sized Institutions:

Central Carolina Community College utilizes the Facilities and Utilization Study conducted each year to compare our available space with that of similar sized colleges in the state. For our comparison group, we used community colleges in North Carolina with similar FTE and neighboring colleges.

We reviewed the square feet of academic facilities per FTE student. This ratio is computed as:

$$\text{Sq. ft. of academic facilities per FTE student} = \frac{\text{Square feet of academic facilities}}{\text{FTE Enrollment}}$$

UNC General Administration computes Full-time equivalent (FTE) enrollment for this report by assigning a percentage to each part-time student to reflect his/her course load and then adding the result to the total full-time enrollment. FTE enrollment differs from the other frequently used standard for estimating student populations, headcount enrollment, in that the latter treats full-time and part-time students identically. The FTE enrollments that are reported for the institutions of the Community College System include only credit enrollment generated in all inventoried space.

The chart below shows how we compare to similarly sized institutions.

Square feet of Academic Facilities per FTE Student							
Community College	ASF of Academic Facilities	FTE Enrollment	2018	2017	2016	2015	2014
Alamance	259,380	2,820	92	91	72	67	69
Asheville Buncombe	544,103	4,462	122	106	107	89	86
Caldwell	305,710	1,772	173	155	143	136	125
Catawaba Valley	387,461	3,156	123	100	95	91	111
Central Carolina	409,138	2,206	185	95	95	97	93
Cleveland	193,224	998	194	180	148	152	133
Coastal Carolina	222,650	2,432	92	87	87	79	74
Craven	192,283	1,444	133	122	129	123	119
Davidson-Davey	317,863	2,080	153	106	99	95	89
Johnston	247,431	1,852	134	130	137	128	119

Mitchell	209,691	1,392	151	142	135	138	132
Nash	191,291	1,272	150	143	123	101	66
Pitt	391,383	5,620	70	67	57	55	51
Randolph	257,593	1,142	226	212	192	179	164
Rowan-Cabarrus	342,933	2,630	130	125	124	133	93
Sandhills	287,401	2,116	136	131	138	128	118
Stanly	129,380	1,718	75	73	72	70	66
Vance-Granville	231,982	2,040	114	107	107	97	90
Wayne	226,205	1,628	139	130	133	87	84
Average for comparison group			136	121	115	108	99
<a href="https://www.northcarolina.edu/wp-content/uploads/reports-and-documents/finance-documents/facilities-inventory-and-utilization-study-2018.pdf">https://www.northcarolina.edu/wp-content/uploads/reports-and-documents/finance-documents/facilities-inventory-and-utilization-study-2018.pdf</a>							

As can be seen above, Central Carolina is slightly below our peer colleges in North Carolina when comparing square feet of academic facilities per FTE student. This information would seem to indicate that we need to look for ways to expand our academic space.

## **Evaluation of Existing Facilities and Infrastructure:**

During the spring of 2021, physical plant staff reviewed buildings at all locations for issues with roofing, painting, flooring, HVAC, windows, and doors. The detailed results of this review is located in Appendix 1. The information is summarized below for buildings in each county.

### Chatham County

Roofing: Building 42 roof needs to be replaced.

Painting: Building 42 needs painting in the multipurpose room. Building 45 needs painting in the cafe patio area, and room 145.

Flooring: Building 41 front office area and rooms 222, 223, 217 need new carpet. Building 42 needs new flooring in the multi-purpose room, 1st floor offices, classrooms 109, 208, and 209. Also, flooring work is needed in the restrooms in this building.

HVAC: Building 45 needs to have the control system converted to a new software package.

Windows: Buildings 41 and 42 need exterior seal work.

Doors: Exterior doors on building 41 need to be repaired or replaced.

### Harnett County

Roofing: The roof on Miriello needs to be replaced.

Painting: Etheridge building needs interior painting. Miriello building needs interior painting. Classroom building needs painting in the common areas and cosmetology rooms.

Flooring: Etheridge building needs new flooring. Miriello building needs new flooring.

HVAC: Continuing Education building needs phase protection added. Etheridge building needs phase protection added and we need to convert the existing boiler from oil to LP gas. Miriello building needs phase protection. Also, we need to convert the existing boiler from oil to LP gas.

Windows: Continuing Education and Etheridge buildings need new exterior windows.

Doors: Etheridge building needs an exterior door replaced behind the library. Miriello building needs exterior doors at the student services area replaced.

### Lee County

Roofing: No action recommended at this time.

Painting: The library building needs interior painting. Hockaday building needs new paint in the financial aid area. Budd Hall needs interior painting. Joyner Hall needs interior painting. Lett Hall needs exterior painting. Powell Hall needs interior painting. Brick House needs exterior and interior painting.

Flooring: Library needs new flooring. Hockaday Hall has areas that need new flooring. The Vet Lab needs new flooring. Joyner Hall need to consider new flooring due to darkening of tiles. Powell Hall needs new flooring.

HVAC: Wilkinson Hall needs an HVAC control system installed. Library needs an HVAC control system installed. Hockaday Hall chiller needs to be scheduled for replacement. Vet Lab needs a new heat pump system. Joyner Hall needs replacement of 3 air handler units in automotive bay areas. Lett Hall needs to be scheduled for replacement of chiller. Maintenance Shop needs a new 2 ton heat pump. ESTC Classroom building needs to be converted to a new controls system.

Windows: No action recommended at this time.

Doors: Veterinary Medical Technology building needs new double doors at breezeway. Maintenance Shop garage door needs to be replaced.

The various items noted during this review need to be considered as part of facility planning. Potentially a renovation project could be planned for each county to address the various issues found from this facility review.

## **Current Facility and Infrastructure Projects:**

### Chatham County

The Chatham County Commissioners have previously included a new roof for building 42 in the Chatham County CIP. In discussion with county staff, this project is funded to be completed in fiscal year 2023. The current plan would be to bid the project during the spring of 2022 and hope to have construction take place during the summer of 2022. We will need to ensure coordination of the timing of the project with county staff.

We have also had discussion with county staff related to including a Career and Technical Education building in the Chatham County CIP. We currently are working to determine an estimated size and costs for this building. Once we have that information, we will continue working with county staff to ensure this project is included in the CIP to be approved by the Chatham County Commissioners. The CCCC Board of Trustees may need to consider allocating some capital improvement funds received from the state to this project in an effort to speed the timeframe of the project.

### Harnett County

The Harnett County Commissioners approved approximately \$160,000 in county funds this fiscal year to complete the paving project that was started several years ago on the Harnett Main Campus. Once this project is completed, the entire campus will be repaved.

### Lee County

The Lee County Commissioners recently approved purchasing the Marelli Factory, which is contiguous to the Lee Main Campus. The commissioners intend for this building to be operated by the College. This site will be converted to the (official name here) site and will house programs related to advanced manufacturing, bioprocessing, agriculture, and truck driver training. As part of the agreement with the college, we will need to address facility needs for the Lee Early College as well as the main campus library. The College also agreed to sell our buildings located in the Industrial Park and relocate programming at those locations as part of this transition. We will need to carefully consider these various moves and determine the best reallocation of space for each program.

### State Funding

As part of the state budget, the General Assembly allocated \$10,031,233 in funding for renovation and new construction projects.

## **Summary and Prioritization of Projects:**

### Chatham County

Priority 1 - Re-roof building 42 - This project has been included in the Chatham County Capital Improvement Plan and will be funded in the 2022-2023 fiscal year. The anticipated cost of the project is \$495,000 and will be funded with county appropriations.

#### Priority 2 - Career and Technical Education Building

Option 1 - We conducted a feasibility study with Hobbs Architects related to this project. After meeting with stakeholders, it was determined an approximately 26,000 square foot facility would be needed to accommodate all anticipated needs. The estimated cost for this project would be approximately \$14.2 million.

Option 2 - We could consider doing this project in phases and design a building that could be expanded. The initial phase could potentially be an approximately 11,000 square foot building and utilize some outside covered spaces for some of the programming. The anticipated costs for the first phase would be approximately \$6 million.

Priority 3 - Various renovation projects. We would like to consider advertising for an open end design agreement with an architectural firm beginning in July of 2022. We would utilize this contract to further develop renovation projects and how they could be combined into various projects. These projects may be best suited for inclusion in the Chatham County Capital Improvement Plan.

### Harnett County

Priority 1 - Re-roof Miriello building. We would like for the board to approve allocating remaining Connect NC Bond funds for this project to be completed during the summer of 2022. We anticipate this project having a cost of approximately \$500,000.

Priority 2 - Industrial programming at the Harnett Main Campus. One option would be to consider building an approximately 10,000 square foot building similar to the West Harnett Center on the Harnett Main Campus. This building would house flexible shop spaces and classrooms that could be used to meet short term workforce needs for industrial programs. The anticipated costs of this project would be approximately \$5 million.

Priority 3 - Various renovation projects. We would like to consider advertising for an open end design agreement with an architectural firm beginning in July of 2022. We would utilize this contract to further develop renovation projects and how they could be combined into various projects. These projects may be best suited for inclusion in the Harnett County Capital Improvement Plan.

### Lee County

Priority 1 - E. Eugene Moore Manufacturing and Biotech Solutions Center. This project involves the creation of a regional training center at the former Marelli location focused on manufacturing and biotech industry needs in our service area. Given the size and scope of this project, we will need to develop this center in a phased manner.

Phase 1 - This phase would involve renovating space for Bioprocessing, Welding, HVAC, Simulated Work Environment, Truck Driver Training, and Office Space. We are currently working with Hobbs Architects on test fit options for each of these spaces. We do not have anticipated costs at this time. At the end of this phase, all programming in the current Howard James Industry Training Center will be moved to the Moore Center. The Howard James Industry Training Center can then be sold.

Phase 1A - Truck Driving Track Temporary Home - This program needs a paved approximately 350 by 350 feet space. We have a few options available as a temporary space at the Emergency Services Training Center. Both options will require some initial funds to get the sites ready to be used as a driving track and to restore the sites once training is moved to the Moore Center. We are currently evaluating these options to determine the best path forward.

Phase 2 - This phase would involve renovating additional space to transition Engineering Technology, Industrial Systems, Computer Integrated Machining, Incubator, and Soft Landing Space. We are currently working with Hobbs Architects on test fit options for each of these spaces. We do not have anticipated costs at this time.

Phase 3 - Develop plan for Lee Early College

Option 1 - One option is to renovate space within an existing building on the Lee Main Campus for this program. The current thinking is that once Engineering Technology and Computer Integrated Machining vacate Wilkinson Hall that this space could be repurposed for the LEC. One challenge with this approach is the time frame involved with this proposal.



Option 2 - Another option would be to construct a new building for the Lee Early College. We held initial meetings with the LEC when we discussed a joint use Library with the County. During those meetings, it was initially estimated approximately 30,000 square feet of space would be needed for the program. This estimate appears high given the current program operates in approximately 12,000 square feet. An approximately 20,000 square feet space would appear to give the LEC additional space while being a more manageable project. Using an estimate of \$300 per foot, we would anticipate this building costing approximately \$6 million.

Phase 4 - Develop expansion plan for the Library. The current thinking is the best option is to relocate non-library activities from the current building. Business Services (copy center and mail room) as well as several staff offices are located within this building. Once space is available from the moves to the Moore Center, we will be able to find new locations for these programs. The existing Library can be renovated to incorporate this space and the space freed should meet our needs. We do not have anticipated costs for this project at this time.

Phase 5 - Retrofit space on the Lee Main Campus for programming currently in the industrial park. Once space is available from the moves to the Moore Center, we will be able to find new locations for these programs. We do not have anticipated costs for this project at this time. At the end of this phase, all programming at the Center for Workforce Innovation can be relocated to the Main Campus. The Center for Workforce Innovation can then be sold.

Priority 2 - ESTC. The Emergency Services Training Center is in need of additional classroom space to support offerings. Several options are available including modular classroom space or constructing an additional classroom building. We would like to consider advertising for an open end design agreement with an architectural firm beginning in July of 2022. We would utilize this contract to further develop this project.

Priority 3 - Various renovation projects. We would like to consider advertising for an open end design agreement with an architectural firm beginning in July of 2022. We would utilize this contract to further develop renovation projects and how they could be combined into various projects. These projects may be best suited for inclusion in the Lee County Capital Improvement Plan.



# BOARD OF TRUSTEES PROGRAM COMMITTEE AGENDA

<b>Date of Meeting:</b>	February 7, 2022	<b>Time: 10:30 am</b>	<b>Virtual</b>
<b>Committee Members:</b>	James French, Chair Jan Hayes Gordon Springle		
<b>Consent Agenda Items</b>			
<b>Full Board Agenda Items</b>			
<b>For Information Only</b>			
1. Career & College Promise Updates			

### **Career and College Promise Updates**

1. Harnett Agriculture Academy will begin at Triton High School in Fall 2022 with five agriculture pathways:
  - a. Agricultural Mechanics
  - b. Agribusiness
  - c. Animal Science
  - d. Horticulture
  - e. Natural Resources

A memorandum of understanding will be signed with Harnett County Schools superintendent Dr. Aaron Fleming on February 23. The commissioner of agriculture has been invited to the event.

2. In Fall 2022, Chatham Charter School will open a location in Lee County called Central Carolina Charter, serving sixth through tenth-graders. CCCC will offer Career & College Promise courses to juniors starting in the Fall of 2023, focusing on career and technical education pathways.



# BOARD OF TRUSTEES

## STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

### Assessment, Planning & Research Division Agenda

**Date of Meeting:**

February 7, 2022

**Time: 10:30 am**

**Virtual**

**Committee Members:** Pat Kirkman, Chair  
Gladys McAuley  
Derrick Jordan

#### Consent Agenda Items

#### Full Board Agenda Items

#### For Information Only

1. Institutional Research Highlights
2. Strategic Plan Updates

## INSTITUTIONAL RESEARCH HIGHLIGHTS

### Institutional Data

The IER department continues to support the college community by providing data and analysis upon request to assist faculty and staff in making data informed decisions. During this quarter, IER received **over 90 data requests**, and **more than 300 in the past nine months**.

### IPEDS- Integrated Postsecondary Education Data System (IPEDS) Data Feedback Report 2021

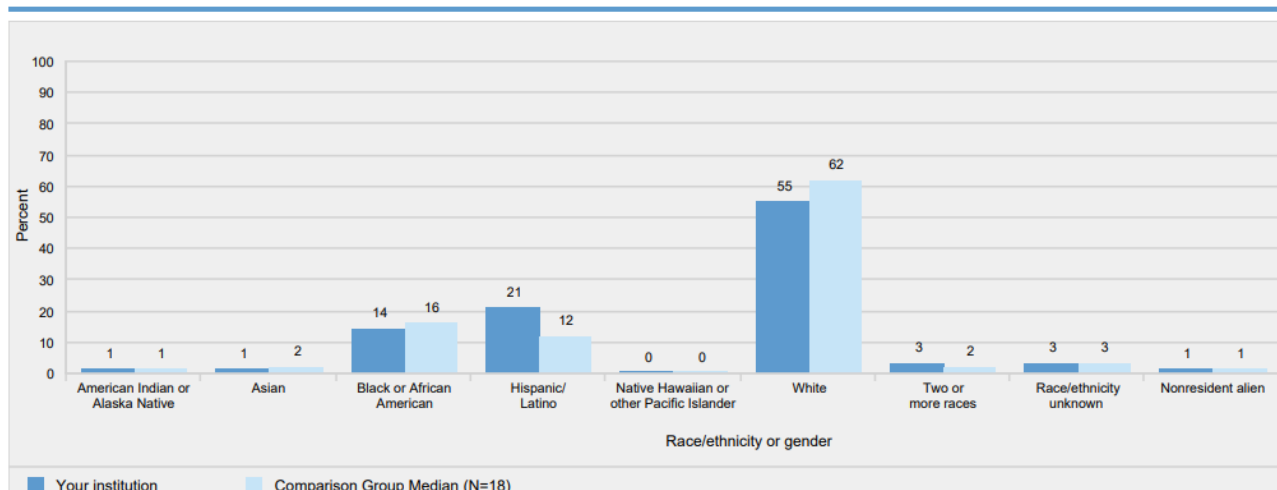
The College receives a Data Feedback Report each year allowing Central Carolina Community College to conduct peer analysis with our comparison group in several major areas including admissions, enrollment, awards, financial aid, retention and graduation, finance and more. Using this data to benchmark provides context to those viewing the data and allows peer comparison.

Currently, the comparison group for CCCC includes:

- Alamance CC
- Asheville-Buncombe Technical CC
- Caldwell CCTI
- Cleveland CC
- Coastal Carolina CC
- Craven CC
- Davidson-Davie CC
- Johnston CC
- Mitchell CC
- Nash CC
- Pitt CC
- Randolph CC
- Rowan-Cabarrus CC
- Sandhills CC
- Stanly CC
- Vance-Granville CC
- Wayne CC

The data submitted to IPEDS as well as the data the college uses from IPEDS, helps to inform strategic initiatives across the college and prompt discussions for improvements. Given the ongoing pandemic, we will continue to see impacts in our data both internally and federally reported. Below are some highlights from the [CCCC 2021 Data Feedback Report](#).

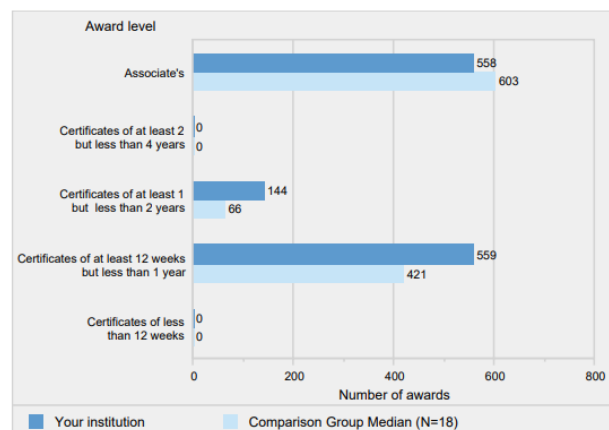
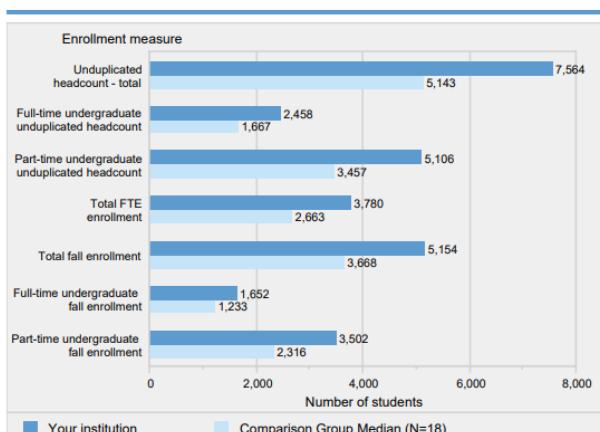
***CCCC Enrolls a higher percentage of students from traditionally underrepresented race/ethnicities than our comparison college.***



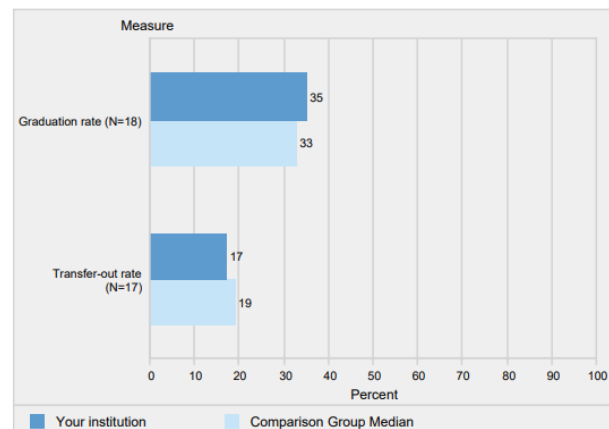
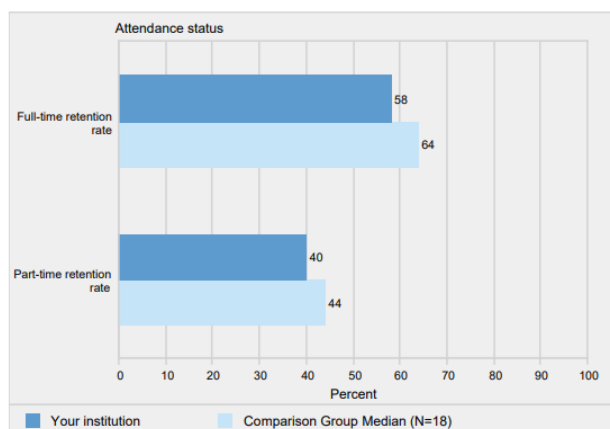
*CCCC's enrollment was greater than that of our comparison group during the 2019-20 academic year as well as during Fall, 2020.*

*During 2019-20, CCCC awarded more Certificates than our comparison group but fewer diploma and Associate degrees.*

**Figure 2. 12-month FTE enrollment, total unduplicated headcount, full- and part-time undergraduate headcount (2019-20) and total fall enrollment, full-time and part-time undergraduate fall enrollment (Fall 2020)**



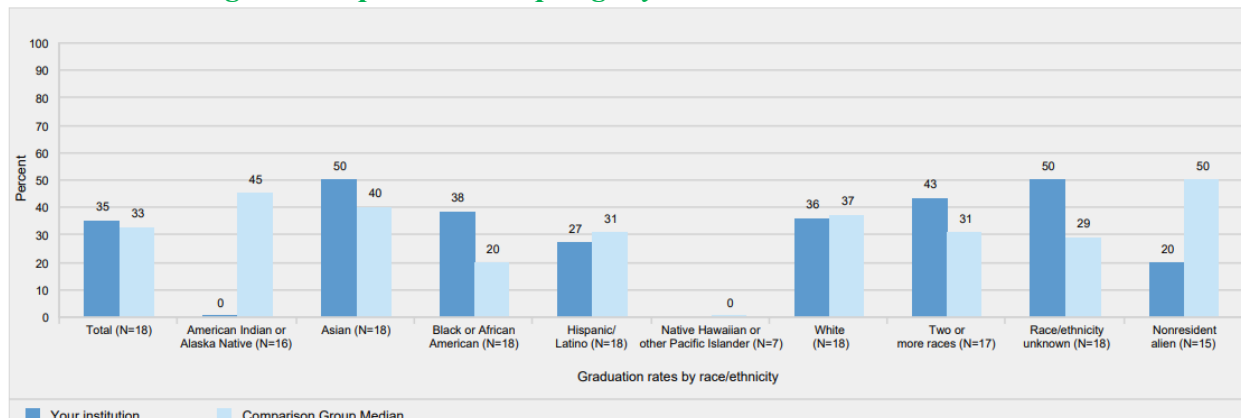
*While retention is slightly lower, graduation rate remains higher than our comparison group (first-time, full-time cohort)*



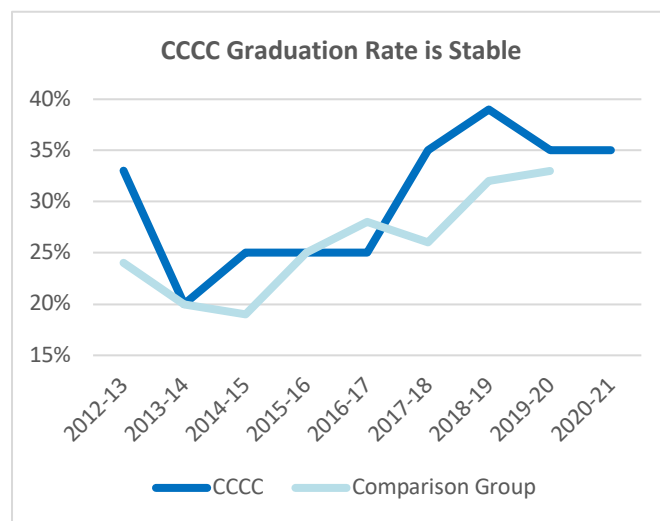
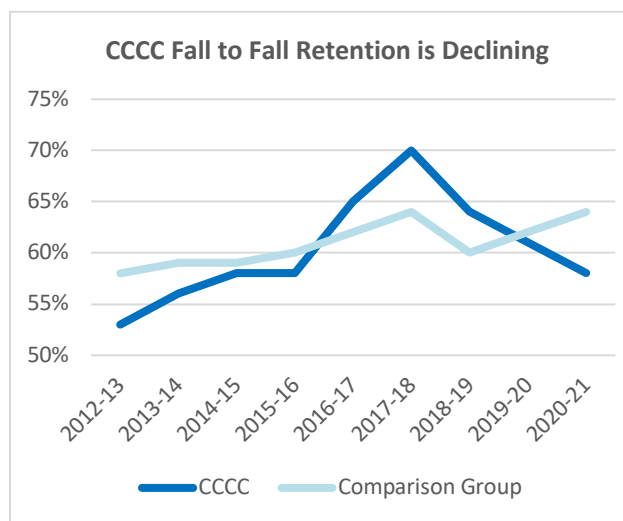
## Assessment, Planning & Research

Board of Trustees Report, February 2022

*Graduation rates for Black students far exceed those of our Comparison Group. Hispanic and White students lag the Comparison Group slightly.*



*Retention rates are trending lower, while Graduation rates are stable, for full-time students*



## **STRATEGIC PLAN UPDATES**

### **Objective Strategy Updates**

Strategic plan Objective teams continue their work to foster improvements for our six Goals and 18 Objectives. Here is a selection of the strategies proposed and/or implemented, as shared with the President's Council this quarter:

#### **Goal 1: Align with Workforce Needs**

Strategies:

- Collaborate with external partners to develop new programs
- Develop new short-term Continuing Ed programs that articulate to a curriculum program
- Improve interactive career information on program webpages
- Establish a Transfer Panel for CCP students
- Establish an Advisory Board for CCP/Secondary partners

#### **Goal 2: Clarify Student Pathways**

Strategies:

- Survey faculty to learn best practices for promoting jobs, careers, and transfer options
- Survey students on their concerns regarding jobs, connecting with employers, and transfer options
- Create a new webpage to connect high school students with career/program links
- Begin career discussions and visits earlier, starting with 9<sup>th</sup> and 10<sup>th</sup> graders
- Train advisors on effective use of the Embark Assessment results to inform program/career discussions
- Survey high school students regarding their knowledge of program/career pathways, to determine where additional career/program information would be most effective
- Simplify the program change process for students who change majors
- Streamline employee-student contact to provide more targeted one-on-one interaction with fewer employees that fosters relationships (Title III)
- Optimize, clarify, and streamline the CCCC application form and process (Title III)

#### **Goal 3: Ensure Student Progress on Pathways**

Strategies:

- Identify support services that could begin as “opt-out” rather than “opt-in”
- Develop a method for collecting and reviewing data for student use of college services
- Establish an Admissions feedback survey to learn how to improve students' experience
- Conduct focus groups with new students, and also with faculty/staff
- Rebrand the CC Cares webpage/services to be more robust, accessible, and visible
- Rebrand the Student Assistance Plan (free student mental health televisits) to integrate it with campus culture. Include its own webpage, logo, and new name.



- Develop small-scale programming aimed at mental health and de-stress for student cohorts in high stress fields
- Develop asynchronous mental health programming for the entire student population, aimed at destigmatizing mental health issues

#### **Goal 4: Ensure Students are Learning**

Strategies:

- Create study guides for students moving to the next level in a course sequence
- Introduce all students to the STEM labs in their first month at CCCC
- Establish Academic Assistance Center workshops for areas of common concern
- Add a “Thinking of Withdrawing?” button in students’ Blackboard course sites that directs them to resources for struggling students, and results in direct outreach from staff
- Connect with programs that have high licensure pass rates to learn why their students are successful
- Connect with programs that have low licensure pass rates to learn why their students struggle and what resources are needed
- Connect high performing and low performing program faculty to share effective strategies
- Use disaggregated student survey data to inform success strategies
- Enhance advising for students in Continuing Ed short-term training programs
- Include Continuing Ed students in college tours, information sessions, and other college activities

#### **Goal 5: Promote Equity**

Strategies:

- Provide free printing for students at all campus sites
- Enhance the laptop checkout program to include additional equipment and materials
- Provide specialized bridge admissions advising for students in Continuing Ed or pre-curriculum programs
- Provide ESL tutors and other resources for bilingual students
- Offer more flexible and stackable course modalities
- Train faculty and staff on the importance of relationships and their correlation with student success
- Bring identified experts to campus for faculty workshops on building relationships with students
- Establish CCCC’s equity definition
- Provide additional disaggregated data to all faculty
- Query high performing minority graduates to learn what’s different WITHIN identified groups
- Create a repository for equity strategies

## **Goal 6: Support Employees**

Strategies:

- Facilitate opportunities for departments to celebrate successes
- Identify opportunities for collaboration across divisions
- Deploy a comprehensive employee communication audit to devise strategies for improvement
- Add Intranet link to CCCC Portal and External Collaborate link to Blackboard institution page
- Explore the creation of a parental leave policy
- Conduct employee focus groups to obtain more comprehensive employee input

### **Economic Impact Study**

Thanks to financial support from the Belk Center, CCCC collaborated with the external EMSI organization which conducted a comprehensive Economic Impact study over the past nine months. The study was based on data from the 2019-2020 academic year. The EMSI study resulted in several documents that may provide useful in demonstrating CCCC's economic value to stakeholders. The institutional Fact Sheet is included on the following pages.

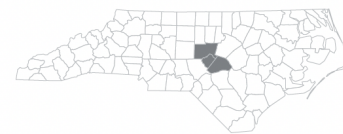


## FACT SHEET

DECEMBER 2021

# The Economic Value of Central Carolina Community College

Central Carolina Community College (CCCC) creates a significant positive impact on the business community and generates a return on investment to its major stakeholder groups—students, taxpayers, and society. Using a two-pronged approach that involves an economic impact analysis and an investment analysis, this study calculates the benefits received by each of these groups. Results of the analysis reflect fiscal year (FY) 2019-20.



THE CCCC SERVICE AREA, NC



## ECONOMIC IMPACT ANALYSIS

In FY 2019-20, CCCC added **\$158 million** in income to the CCCC Service Area\* economy, a value approximately equal to **2.1%** of the region's total gross regional product (GRP). Expressed in terms of jobs, CCCC's impact supported **3,283 jobs**. For perspective, the activities of CCCC and its students support **one out of every 32 jobs** in the CCCC Service Area.

### OPERATIONS SPENDING IMPACT

- CCCC employed 859 full-time and part-time faculty and staff. Payroll amounted to \$36.8 million, much of which was spent in the region for groceries, mortgage and rent payments, dining out, and other household expenses. The college spent another \$18.7 million on day-to-day expenses related to facilities, supplies, and professional services.
- The net impact of the college's operations spending added **\$43 million** in income to the regional economy in FY 2019-20.

### CONSTRUCTION SPENDING IMPACT

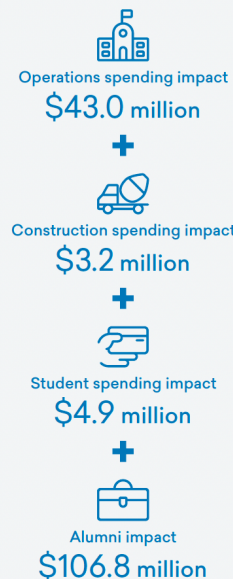
- CCCC invests in construction each year to maintain its facilities, create additional capacities, and meet its growing educational demands, generating a short-term infusion of spending and jobs in the regional economy.
- The net impact of CCCC's construction spending in FY 2019-20 was **\$3.2 million** in added income for the CCCC Service Area.

### STUDENT SPENDING IMPACT

- Around 23% of credit students attending CCCC originated from outside the region. Some of these students relocated to the CCCC Service Area.

\* For the purposes of this analysis, the CCCC Service Area is comprised of Chatham, Harnett, and Lee Counties.

## IMPACTS CREATED BY CCCC IN FY 2019-20



## TOTAL ECONOMIC IMPACT

**\$158 million**

OR

Jobs supported

**3,283**

In addition, some in-region students, referred to as retained students, would have left the CCCC Service Area for other educational opportunities if not for CCCC. These relocated and retained students spent money on groceries, mortgage and rent payments, and other living expenses at regional businesses.

- The expenditures of relocated and retained students in FY 2019-20 added **\$4.9 million** in income to the CCCC Service Area economy.

#### ALUMNI IMPACT

- Over the years, students have studied at CCCC and entered or re-entered the workforce with newly-acquired knowledge and skills. Today, thousands of these former students are employed in the CCCC Service Area.
- The net impact of CCCC's former students currently employed in the regional workforce amounted to **\$106.8 million** in added income in FY 2019-20.



## INVESTMENT ANALYSIS

### STUDENT PERSPECTIVE

- CCCC's FY 2019-20 students paid a present value of **\$8.8 million** to cover the cost of tuition, fees, and supplies. They also forwent **\$27.6 million** in money that they would have earned had they been working instead of attending college.
- In return for their investment, students will receive a cumulative present value **\$209.5 million** in increased earnings over their working lives. This translates to a return of **\$5.80** in higher future earnings for every dollar students invest in their education. Students' average annual rate of return is **24.4%**.

### TAXPAYER PERSPECTIVE

- Taxpayers provided CCCC with **\$39.5 million** of funding in FY 2019-20. In return, they will benefit from added tax revenue, stemming from students' higher lifetime earnings and increased business output, amounting to **\$62.3 million**. A reduced demand for government-funded services in North Carolina will add another **\$5.4 million** in benefits to taxpayers.
- For every dollar of public money invested in CCCC, taxpayers will receive **\$1.70** in return, over the course of students' working lives. The average annual rate of return for taxpayers is **4.1%**.

### SOCIAL PERSPECTIVE

- In FY 2019-20, North Carolina invested **\$95.2 million** to support CCCC. In turn, the North Carolina economy will grow by **\$690.4 million**, over the course of students' working lives. Society will also benefit from **\$15.6 million** of public and private sector savings.
- For every dollar invested in CCCC in FY 2019-20, people in North Carolina will receive **\$7.40** in return, for as long as CCCC's FY 2019-20 students remain active in the state workforce.

#### STUDENTS SEE A HIGH RATE OF RETURN FOR THEIR INVESTMENT IN CCCC



Average annual return for CCCC students

**24.4%**



Stock market 30-year average annual return

**10.6%**



Interest earned on savings account (National Rate Cap)

**0.8%**

Source: Forbes' S&P 500, 1991-2020. FDIC.gov, 6-2021.

#### For every \$1...



Students gain in lifetime earnings

**\$5.80**



Taxpayers gain in added tax revenue and public sector savings

**\$1.70**



Society gains in added income and social savings

**\$7.40**



# BOARD OF TRUSTEES

## STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

### Marketing and External Relations Agenda

<b>Date of Meeting:</b>	February 7, 2022	<b>Time: 10:30 am</b>	Virtual
<b>Committee Members:</b> Pat Kirkman, Chair Gladys McAuley Derrick Jordan			
<b>Consent Agenda Items</b>			
<b>Full Board Agenda Items</b>			
<b>For Information Only</b>			
<ol style="list-style-type: none"><li>1. Marketing and Public Affairs Updates</li><li>2. Triangle South Workforce Development Board Updates</li></ol>			

## Marketing and External Relations BOARD OF TRUSTEES REPORT, WINTER 2022

Submitted By: Dr. Marcie Dishman

# MARKETING AND PUBLIC AFFAIRS



## ADVERTISING

Promotion of college programs, events, and activities, including:

### >> Digital/Social Media Advertising

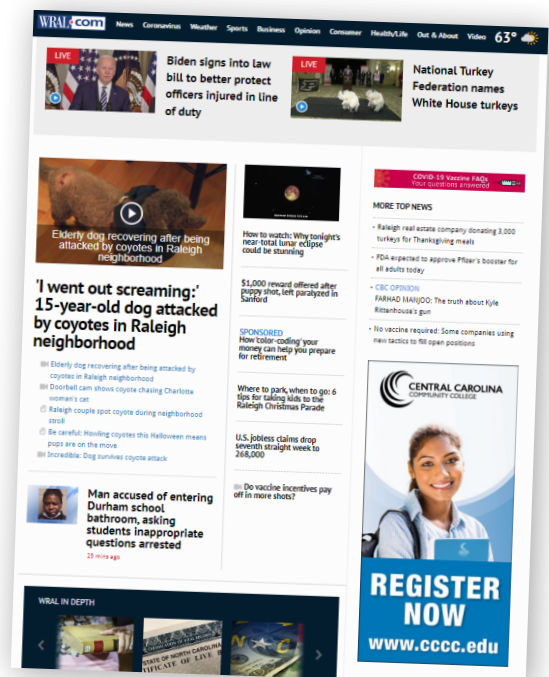
- Paid digital promotion of Spring 2022 registration resulted in 1,443,897 impressions and over 7,500 clicks to the college's admissions/registration web pages
- Registration campaign included advertising on multiple platforms: Facebook, Snapchat, Google Display, and WRAL.com.
- WRAL.com campaign consisted of display advertisements on their website homepage, weather page, and sports pages.

### >> Google AdWords Campaign

- Continued implementation of a Google AdWords campaign that will run through June 2022. The campaign includes hundreds of keywords that users may search on Google. A user is then able to click on the Google results and go directly to specific CCCC web pages.
- For the time period of September 27, 2021 through January 13, 2022, the campaign resulted in the following: 32,336 impressions, 16,988 clicks to CCCC web pages, and a 52.5% click through rate on all searches. A click through rate of 52.5% is very strong.
- Efforts are made to continually optimize this campaign, including adding responsive search advertisements.

### >> Design Updates

- Development of a logo for Chatham SPARK, a new entrepreneur-development program in Chatham County.
- Development of designs for CCCC athletic apparel that will be sold in the college's bookstore (physical and online).



**Chatham  
SPARK**

Investing in Chatham County Entrepreneurs



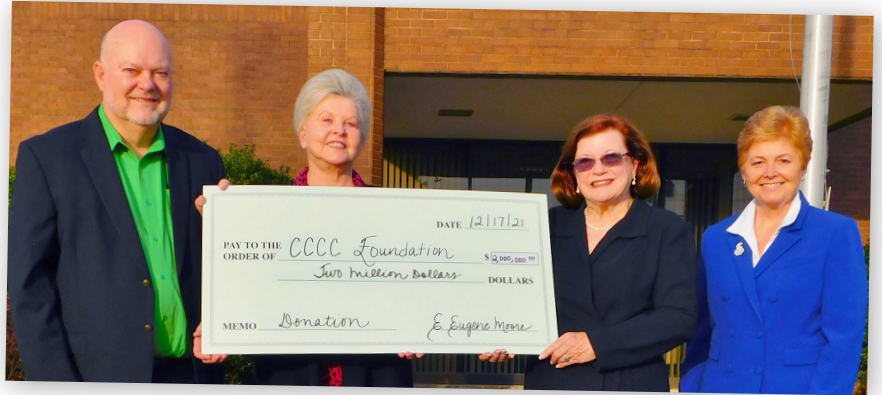


## NEWS/WRITING

>> The department continues to write a variety of news and feature stories.

These stories are published on the CCCC website, shared on the college's social media, sent to news media, and distributed to local political, educational, and business leaders. Approximately 30 stories have been published from October 2021 through January 12, 2022.


>> The department is involved with other writing projects, including a new project that will feature CCCC alumni and celebrate their success.



>> Recent stories of interest include: “CCCC salutes alumnus E. Eugene Moore with naming of future E. Eugene Moore Manufacturing and Biotech Solutions Center,” “CCCC awarded \$2.13 million in Title III SIP funds to increase study success,” “CCCC supports local industry and manufacturing,” and “CCCC Laser and Photonics labs salute 11 individuals.”



## SOCIAL MEDIA

 Facebook: In 2021, CCCC Facebook had a page reach of 340,592, a 44.8 percent increase from the previous year. CCCC Facebook has 13,006 followers as of January 2022. Approximately 80 items are posted each month.

 Twitter: CCCC Twitter had 86 tweets, with 14.7K average profile visits and 22.8K tweet impressions in November 2021. CCCC Twitter has 2,274 followers as of January 2022.

 Instagram: CCCC has expanded its participation in Instagram, now reaching over 1,000 followers with more than 2,500 posts.

 LinkedIn: CCCC LinkedIn has increased its presence and now has nearly 3,200 followers.

 TikTok: The college recently began a presence on TikTok, which showcases short videos and photos. Five of the 23 posted items have over 600 views.

 YouTube: College videos are posted on the CCCC YouTube channel that began in 2009. To date, there have been over 747,000 views.



## >> 2021 Data

- There were 4,868,371 page views of the CCCC website. The average number of page views per day was approximately 13,300.
- Website traffic increased in 2021, when compared to 2020.
- For December 2021, there were approximately 32,000 searches on the college website (ex. using the search bar at the top).
- In 2021, the COVID-19 web page had over 25,600 page views.
- The CCCC website presently has over 1,920 web pages and more than 2,000 documents.
- The current accessibility rating for the college is 91.2. The industry benchmark is 83.5.

## >> Web Projects

- Discussions are underway for beginning the process of a CCCC website redesign.
- Development of an electronic college annual report was completed ([www.cccc.edu/annual-report](http://www.cccc.edu/annual-report)).
- The Foundation Furniture Auction, which was previously held in-person, transitioned to an online presence in late 2021 ([www.cccc.edu/auction](http://www.cccc.edu/auction)). More than 70% of the items have been sold.
- Updates continue to be made on a regular basis on the COVID-19 web page, including the COVID-19 campus exposure procedures.



# TRIANGLE SOUTH WORKFORCE DEVELOPMENT BOARD (TSWDB)



## UPDATES

- >> The Triangle South Workforce area county realignment continues to move forward with a transition date of July 1, 2022. The Boards of Commissioners in all impacted counties (Chatham, Cumberland, Harnett, Johnston, Lee, Sampson, and Wake) have approved the realignment change.
- >> The remaining dates for the Triangle South Workforce Development Board meetings are February 17, April 21, and June 16, 2022.
- >> Service providers are fully staffed and providing WIOA services. NCWorks Career Center customer traffic continues to be lower than pre-COVID numbers.
- >> Service provider financial obligations have been satisfied and are current.
- >> The total expenditure rate through November 2021 was approximately 33%. Expenditure rates are increasing.
- >> Approximately 45 Finish Line Grant payments have been issued to support CCCC students since July 1, 2021. This figure includes 19 first-time recipients and an average amount of \$675 per student.



**BOARD OF TRUSTEES**  
**STUDENT & ACADEMIC SUPPORT**  
**SERVICES COMMITTEE**  
**STUDENT SERVICES DIVISION AGENDA**

<b>Date of Meeting:</b>	February 7, 2022	<b>Time: 10:30 am</b>	<b>Virtual</b>
<b>Committee Members:</b> Pat Kirkman, Chair Robert Logan Gladys McAuley			
<b>Consent Agenda Items</b>			
<b>Full Board Agenda Items</b>			
<b>For Information Only</b>			
<ol style="list-style-type: none"><li>1. Enrollment/Admissions/Registration Report, Spring 2022</li><li>2. Athletics, Spring 2022</li><li>3. Student Activities, Spring 2022</li><li>4. Financial Aid, Spring 2022</li><li>5. Student Onboarding &amp; Outreach/Recruiting, Spring 2022</li><li>6. Campus Security, Spring 2022</li><li>7. Library Updates, Spring 2022</li><li>8. Student Summary – Fall 2021</li><li>9. CCCC Curriculum Enrollment by Major</li><li>10. History of Enrollment</li></ol>			

## Enrollment/Admissions/Registration Report, Spring 2022

### Application Numbers

<b>Spring 2021</b>	<b>Spring 2022</b>
979	1550

### Selective Admissions Programs

<i>Selective Admissions Program</i>	<i>Seats Available</i>	<i>Application Deadline</i>	<i>Notification Date</i>
Practical Nursing	50 – Harnett	3/7/22	3/22/21
Associate Degree Nursing	40 - Lee	3/7/22	3/22/21
LPN to RN Nursing	10 – Lee	3/7/22	3/1/21
Medical Sonography	8 - Lee	3/21/22	3/15/21
Dental Hygiene	18 - Lee	3/14/22	3/12/21
Dental Assisting	18 - Lee	3/28/22	3/19/21
Veterinary Medical Technology	64 - Lee	3/21/22	3/29/21
Certificate in Esthetics (Spring 2022)	15 - Lee	12/3/21	12/10/21

Admissions will also host Virtual Interest Meetings for the following competitive programs in January:

<i>Selective Admissions Program</i>	<i>Date &amp; Time</i>
Dental Assisting	1/20/22 2:30pm
Veterinary Medical Technology	1/19/22 5:30pm

### Other Updates

- Staff Updates
  - Two staff members transitioned to part-time evenings and weekends (virtually) - Jena Nicely, Samantha Sillaman
  - Three new staff members hired on LMC as Educational Navigators – Mary Brown, Douglas Wells, and Joelle Chase
  - Staff titles are beginning to transition to Educational Navigator in connection with Title III changes to come.
- We have one opening on LMC for an Onboarding Coordinator.

### 2021FA Graduation

The college awarded 319 credentials to 310 students in the fall. Many of the fall graduates will participate in the spring ceremonies but credentials will be mailed following BOT conferral.

### **Spring 2022 Registration Numbers**

- On 01/19/2022 we were at 4863 students compared to 4888 this time last year (-25)
  - Total CCP 2043 (- 66 from 2021SP)
  - 50 HCI students (-5)
- Continued registration for 12-week and 2<sup>nd</sup> 8-week sessions
- Returning student registration began on November 8<sup>th</sup>
- New student registration began on November 22<sup>nd</sup>
- Late Registration continued after winter break through January 6<sup>th</sup>

### **2022SP Graduation**

- Graduation will be Monday, May 16<sup>th</sup>.
- Graduation applications are due March 18<sup>th</sup> – we have received 31 to date.

### **2021FA Promise/K14 Approved Students:**

2020 cohort: 221 (78 Chatham, 76 Harnett, 67 Lee)

2021 cohort: 274 (75 Chatham, 132 Harnett, 67 Lee)

### **2022SP Promise/K14 Approved Students (so far):**

2020 cohort: 184 (62 Chatham, 60 Harnett, 62 Lee) (6 additional students pending approval)

2021 cohort: 244 (66 Chatham, 113 Harnett, 65 Lee) (6 additional students pending approval)

### **Students applying for Promise/K14 since October 1:**

2020 cohort: 7 (last sem eligible: 2022SP)

2021 cohort: 17 (last sem eligible: 2023SP)

2022 cohort: 202 (first sem eligible: 2022FA, last sem eligible: 2024SP)

### **Notes:**

We have really focused on streamlining the onboarding process for Promise/K14 for both the 2021 and 2022 cohorts. Students complete an online [Interest Form](#) to indicate that they wish to be part of the program (per our MOUs with each county) and then are sent regular communication with reminders to ensure that they are completing the required steps to be considered eligible. All communication is sent through Aviso and/or through the [promisek14@cccc.edu](mailto:promisek14@cccc.edu) email account. We have incorporated Aviso "Tasks" this fall for both cohorts to help put each students' status at their fingertips. Developing and maintaining a Promise/K14 Operating Manual to put our policies and processes in writing is done on an on-going basis.

### **Student Accessibility Services**

Student Accessibility Services is currently working with 60 active returning students expecting to hear from more in the next two to three weeks. There are currently 19 new student applications in process for services. These students are at various points in the process.

*Veteran's Affairs*

Chapter	Number using VA benefits
33	85
30	5
31	11
1606	4
Total Veterans	105
35 (Dependents)	55
Total Students w/VA	160

## **Athletics, Spring 2022**

**Men's Basketball** - They are 9-8 on the season and 4-1 in conference play. They play at home this week on Thursday (Fayetteville Tech) and Friday (Shooting 4 Greatness prep) at 7:00. We have two conference games left against Sandhills (1/26 at home, 2/9 @ Sandhills) that will decide the region winner. The Region tournament is set for Feb 19-20.

**Women's Basketball** - They are 1-7 and have had several games canceled due to Covid protocols or weather. They play at Brunswick CC on Saturday and at home on Sunday vs Southwest Virginia CC.

We will continue to monitor the threatening weather heading this way later this week and will postpone games if needed.

**Volleyball** - We are very excited to have Dal Langston named as our head coach. He has hit the ground running recruiting and getting things in line for next season.

**Golf** - We will begin practices next week, weather permitting.

## **Student Activities, Spring 2022**

We welcomed new and returning students with a Week of Welcome! Activities including:

First Day of School photos with biscuits from Bojangles on all three Main Campuses  
Virtual Trivia on Social Media  
Virtual Lunchtime Movies: I, Robot and Alvin and the Chipmunks  
Snacks on the Go (We brought the snacks to the students!) on all three Main Campuses  
Plan for a Successful Semester Planner and School Supply Give Away  
Virtual Escape Rooms

In January we are also hosting:

National Popcorn Day on all three Main Campuses  
Martin Luther King Jr. themed Virtual Trivia  
Pre-Game party before the Men's Basketball Game against Sandhills Community College

February programs will include:

Black History Month Themed Trivia  
Snacks on the Go: Throwback Childhood Favorites  
Valentine's Day crafting and cookies  
Random Acts of Kindness Day  
Two Black History Month Movie Nights

**Financial Aid 2021-22 Academic Year**

Total FAFSAs processed	4,560
Student's Awarded for the year	2,735
Total Awards Offered	\$21,268,305
Total Disbursed	\$6,726,991
Total Recipients	2,139 students



## **Student Onboarding and Outreach/Recruiting, Report Spring 2022**

### **DATA-INFORMED PROGRESS**

- Visited all service area schools and conducted onsite admissions.
- FAFSA/Parent Nights at local high schools
- Pittsboro Street Fair Event (500-1,000 attendees)
- 32 Individual Campus Tours
- Harnett Central HS 3 Group Tours to Culinary at Dunn Center (60 students)
- Harnett Central Health Science Tour at Lee Campus (30 students)
- Triton High School Group Tour to Auto Restoration at Western Harnett Center (20 students)
- S. Lee HS Health Science Tour at Lee Campus (60 students)
- Perry Harrison Elementary Fifth Grade Group Tour of PBO (35 students)
- GED/AHS Graduate Follow Up (17). Promoting FREE 3-hr class credit
- Applied Not Enrolled 2021 fall, 2022 spring, 2022 spring promotion and follow up for 12 week and 2nd 8-week classes
- AVISO follow up, Helped Award over \$100,000 in tuition with students that needed tuition assistance
- Information and Planning Conference Meeting (IPC planning 2022)
- Over 300 emails and follow up from Ask CCCC and Enroll@cccc accounts

Spring Apps as of **January 20th, 2021**: 1,003

New Students Enrolled: 500

Yield: 49.8%

Spring Apps as of **January 19th, 2022**: 1,571

New Students Enrolled: 705

Yield: 45%

## **Campus Security, Spring 2022**

Campus Security provided for 4<sup>th</sup> Annual Car and Motorcycle Show at ESTC  
Campus Security & Safety Presentation November New Hire Orientation  
Campus Security assisted at the Cougar Express Dec. 2<sup>nd</sup>

Veterans Day Event Meeting  
Cougar Express Drive-thru Logistics Meeting  
Cougar Express Pre-Event Meeting

### **Webinars:**

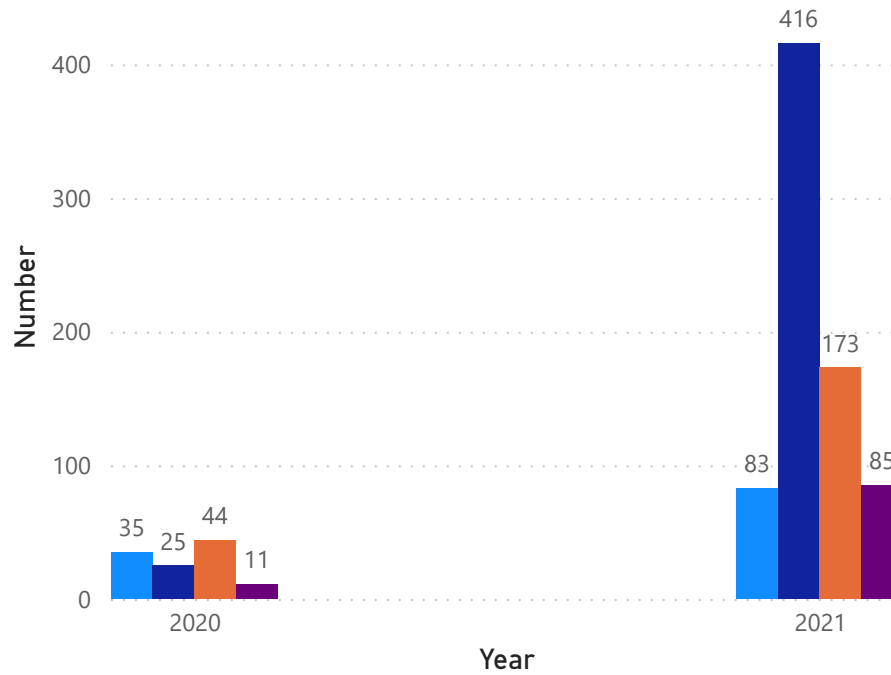
Campus Events: Crowd Management and Crowd Control  
The Impact of the New Clery Appendix on College Campuses  
Student and Parent Unification  
Situational Awareness: Scenario Training and Development  
Planning and Managing Large Crowd Events  
Active Shooters are Not the Only Threat to Safe Classrooms

# Library Usage Report: Quarter 2, 2021

January 2022

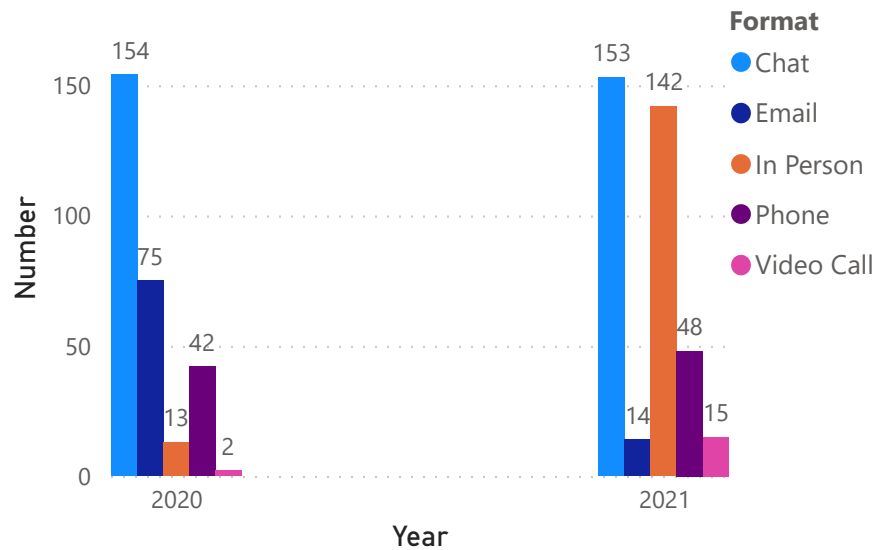
## Circulation of Library Materials: Q2 20/21, Q12 21/22

Type ● AV ● Books ● Laptops ● Reserves



Circulation numbers increased dramatically.  
**Laptops increased by 293%.** All other materials, including **Books, AV, and Reserve items increased by 723%.**

## Library user interactions: Second Quarter 20/21 and 21/22



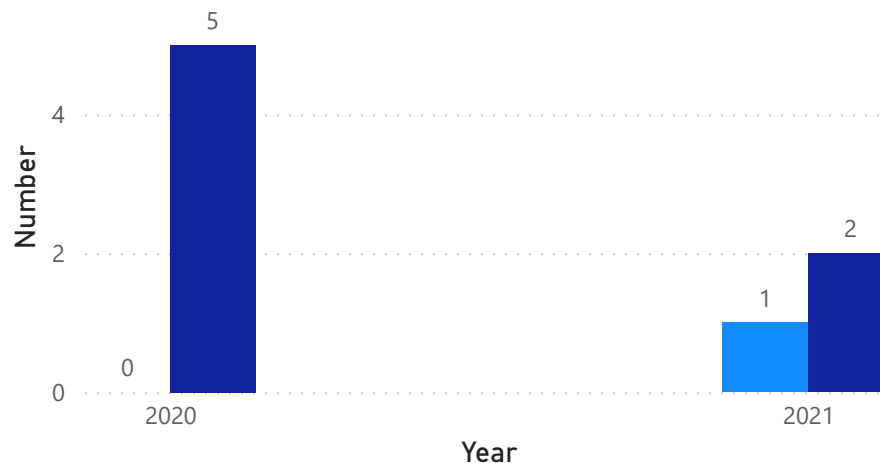
Total interactions with students **increased 30%** between the second quarter of the 20/21 FY and the second quarter of the 21/22 FY.

**Chat Interactions remained relatively flat** between the same periods, while in person interactions **increased by 992%**.

This suggests that we significantly increased the number of students served by opening our doors to in-person interactions again, though students continue to prefer Chat as a method to reach the library.

## Live Library Instruction: Second Quarter 20/21 and 21/22

Type ● Live in person ● Live online



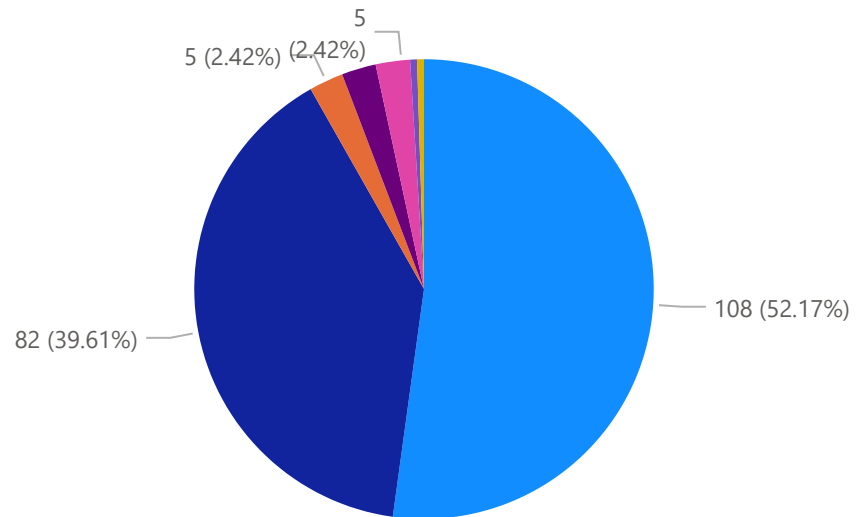
Total live instruction **decreased by 40%** between the second quarter of 2020 and 2021, even with the addition of in-person instruction. Higher numbers in early semester live instruction could have led to this late semester decrease, as many classes had already completed planned live instruction by the end of September.

(Online Embedded numbers are reported for a full semester. See the Q1 report for information on FA embedded library instruction.)

## IDs printed Q2 2021

### Badge

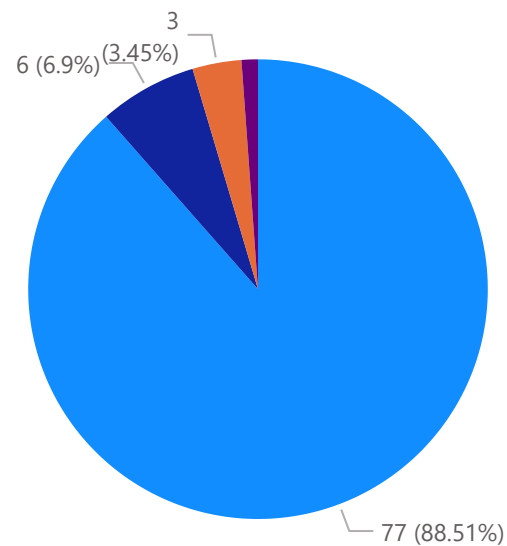
- Central Carolina Community Colle...
- Continuing Education (CE) Student
- Career and College Promise (CCP) ...
- CCCC Student Veteran
- LEC Student
- CE Student Veteran
- CEC Student



## IDs printed Q2 2020

### Badge

- Central Carolina Community Colle...
- Continuing Education (CE) Student
- Career and College Promise (CCP) ...
- CCCC Student Veteran



The total number of ID cards printed **increased by 120 (138%)** between the second quarter of the 20/21 FY and the second quarter of the 21/22 FY.

<b>Student Summary -Fall 2021</b>						
Total Students:			5107			
Classification:						
Associate				3189	63%	
Diploma				231	4%	
Certificate				385	7%	
Special/Transitional				1302	26%	
Day				4742	93%	
Evening				43	1%	
Combined				322	6%	
Sex: Male				1780	35%	
Female				3327	65%	
Race: White				2677	52%	
Black				800	16%	
Indian/Alaska Native				47	1%	
Hispanic				1173	23%	
Asian/Pacific Islander				59	1%	
Other/Unknown				351	7%	
Credit Hours:						
3 or less				758	15%	
4 - 6				1067	21%	
7 - 11				1417	28%	
12 +				1865	36%	
Home County:						
Lee				1540	30%	
Harnett				1139	22%	
Chatham				966	19%	
Other				1462	29%	
Age Groups:						
Under 25				3907	77%	
25 - 34				679	14%	
35 - 54				464	8%	
55 +				57	1%	

# CCCC Curriculum Enrollment by Major

Fall 2021

## Associate Degree Programs

A25100	Accounting Degree	2
A25800	Accounting and Finance	50
A35100	A/C, Heating & Refrigeration	26
A45110	Associate Degree Nursing	45
A55280NR	Gen Occ Tech/Nursing	206
A10100	Associate in Arts	486
A1010T	Associate in Arts- Teacher Preparation	26
A10500	Associate in Engineering	60
A10400	Associate in Science	376
A1040T	Associate in Science -Teacher Preparation	11
A60160	Automotive Systems Technology	40
A55110	Barbering	10
A50440	Bioprocess Technology	18
A30120	Broadcasting Production Tech.	14
A35140	Building Construction Technology	36
A25120	Business Administration	177
A40160	Computer Engineering Tech.	18
A50210	Computer Integrated Machining	15
A55140	Cosmetology	59
A55180	Criminal Justice Technology	65
A55150	Culinary Arts	20
A45260	Dental Hygiene	33
A55280DH	Gen Occ Tech/Dental Hygiene	88
A55220	Early Childhood Associate	7
A55220C	Early Childhood (Career)	62
A55220L	Early Childhood (Licensure)	24
A55220NL	Early Childhood (Non Licensure)	4
A35130	Electrical Systems Technology	14
A40200	Electronics Engineering Tech	12
A5518C	Forensic Science	29
A55280	General Occupational Technology	2
A45630	Health and Fitness Science	32
A45360	Health Information Technology	17
A55280HT	Gen Occ Tech/Health Information Tech	16
A25200	Healthcare Management	9
A45380	Human Services Technology	29
A50240	Industrial Systems Technology	26
A25590	Information Technology	69
A40280	Laser & Photonics Technology	16
A55310	Library and Information Technology	46
A40320	Mechanical Engineering Technology	18
A45400	Medical Assisting	29
A55280MA	Gen Occ Tech/Medical Assisting	23
A25310	Medical Office Administration	45
A55280MS	Gen Occ Tech/Medical Sonography	83
A45440	Medical Sonography	14
A25370	Office Administration	10
A25380	Paralegal Technology	23
A4538E	Substance Abuse	16
A40370	Sustainability Technologies	5
A15410	Sustainable Agriculture	29
A45780	Veterinary Medical Technology	95
A55280VT	Gen Occ Tech/Vet Med	64
A50420	Welding Technology	62

## Diploma Programs

D25800	Accounting and Finance	3
D60140	Auto Restoration	9
D60160	Automotive Systems Technology	5
D55110	Barbering	1
D35140	Building Construction Technology	2
D25120MO	Business Management	14
D55220	Early Childhood	3
D35130C	Electrical Systems Technology	1
D60130	Collision Repair & Refinishing Tech	1
D50210	Computer Integrated Machining	1
D55140	Cosmetology	6
D45240	Dental Assisting	14
A55280DA	Gen Occ Tech/Dental Assisting	21
D35130	Electrical Systems Technology	2
D45360	Health Information Technology	1
D50240	Industrial Systems Technology	2
D55310	Library and Information Technology	1
D25310	Medical Office Administration	3
D60260	Motorcycle Mechanics	18
D25370	Office Administration	3
D25380	Paralegal Technology	4
D45660	Practical Nursing	38
A55280PN	Gen Occ Tech/Practical Nursing	50
D3012010	Radio Production Tech.	1
D3012020	Television Production Tech	1
D50420	Welding Technology	6

## Early College Programs

A10100EC	Associate in Arts-Early College	252
A1010TEC	AA Teacher- Early College	1
A10400EC	Associate in Science-Early College	65
A10500EC	Associate in Engineering - Early College	6
A60160EC	Automotive Systems - Early College	1
A50440EC	Bioprocessing- Early College	2
A30120EC	Broadcasting - Early College	2
A35140EC	Building Construction - Early College	1
A55180EC	Criminal Justice - Early College	2
A55150EC	Culinary Arts - Early College	1
A55220EC	Early Childhood - Early College	1
A25590EC	Information Technology - Early College	2
A50420EC	Welding - Early College	1

**Certificates**

C35100C1	ACHR Tech Core I	1
C60160	Automotive Systems Technology	2
C60140	Automotive Restoration Technology	2
C55120	Basic Law Enforcement Training	26
C50440	Bioprocess Technology	1
C55850	Early Childhood Administration	7
C50210	Computer Integrated Machining	3
C55150cf	Culinary Fundamentals	1
C5024010	Industrial Systems - Electrical Controls	2
C40200	Electronics Technology	4
C25120EO	Entrepreneur Certificate	6
C55230	Esthetics Technology	31
C55860	Early Childhood Preschool	7
C45630	Health and Fitness Science	1
C45360ER	HIT Electronic Health Records	1
C45360PA	HIT Patient Access	1
C25120C0	Human Resources Management	9
C25800T0	Income Tax Preparer	2
C25590IC	Information Tech IC3	1
C25590SE	Information Tech Network Security	2
C55310G0	Library Basics	3
C55310C0	Library Cataloging	2
C55310L0	Library Tech - Programs	1
C55310M0	Library Management	1
C55310T0	Library Technical Services	4
C40320	Mechanical Engineering	2
C25310IC	Medical Office Insurance Coding	3
C60260	Motorcycle Mechanics	6
C25370R0	Receptionist	1
C40370RE	Renewable Energy	1
C50420R	Robotics Welding Certificate	3
C55450	School-Age Care	3
C25120SO	Social Media	9
C1541010	Sustainable Agriculture	6
C50420	Welding Technology	15

**Special Programs**

T90990	Special Credit	62
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**Harnett Correctional**

C35180P1	Carpentry and Construction Skills	5
C35180P2	Advanced Carpentry	1
C35130P1	Electrical Systems Tech Fundamentals	7
C55110P1	Barbering	1
C55250P1	Food Service Technology	14
C35280P1	Masonry Fundamentals	3
C50420P1	Welding Fundamentals	14

**College and Career Promise**

C25800CP	Accounting and Finance Certificate	1
D25800CW	Accounting and Finance Diploma	3
D60160CW	Automotive Systems Certificate	6
C60160CW	Automotive Systems Diploma	7
C30120CP	Broadcasting & Production Tech.	2
C25120CP	Business Administration Certificate	19
C25120CW	Business Administration CCP2	6
D25120CW	Business Administration	15
C55140CP	Cosmetology	18
C55180CW	Criminal Justice Certificate	25
D55180CW	Criminal Justice Diploma	18
C55150CP	Culinary Arts	2
C45240CW	Dental Assisting	6
D55220CW	Early Childhood	6
D40200CP	Electronics Engineering	1
C5518CCW	Forensic Science	4
C45630CW	Health and Fitness Science	15
C45360CW	Health Information Technology	9
C25200CW	Healthcare Management Technology	1
D45380CW	Human Services	8
C50240CW	Industrial Systems Certificate (CAT)	36
D50240CW	Industrial Systems Diploma	2
C25590CP	Information Technology	1
C25590C3	Information Technology IC3	2
C25590DP	Information Technology Database	1
C25590HT	Information Technology Hardware	1
D25590CW	Information Technology	6
D40280CP	Laser and Photonics	1
D55310CW	Library and Information Technology	1
C55400CW	Manicuring/Nail Technology	2
C40320CW	Mechanical Engineering	1
D45400CW	Medical Assisting	3
D45970CW	Nurse Aide	17
D40370CW	Sustainability Technologies	1
C45780CW	Veterinary Medical Technology	9
C50420CW	Welding Technology Certificate	3
D50420CW	Welding Technology Diploma	3
P1012C	College Transfer Pathway	966
P1012T	Teacher Preparation	1
P1052C	College Transfer Pathway Engineering	18
P1042C	College Transfer Pathway	187
P1032C	College Transfer Pathway	37

**TOTAL 5107**



History of Curriculum Enrollment  
Enrollment Reported to the North Carolina Community College System Office

Academic <u>Year</u>	<u>Summer</u>	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Summer</u>
2010/2011		5290		4862	1455
2011/2012		4834		4584	1304
2012/2013		4932		4373	1329
2013/2014		4881		4602	1260
2014/2015		4909		4672	1521
2015/2016		5072		4781	1632
2016/2017		5213		4875	1702
2017/2018		5292		4943	1751
2018/2019		5250		4963	1760
2019/2020		5900		5689	1679
2020/2021		5449		4968	1644
2021/2022		5107			

\*Total indicates enrollment for entire school year.

\*\*Beginning Fall 2001, the fall term is the beginning of each academic year instead of summer.



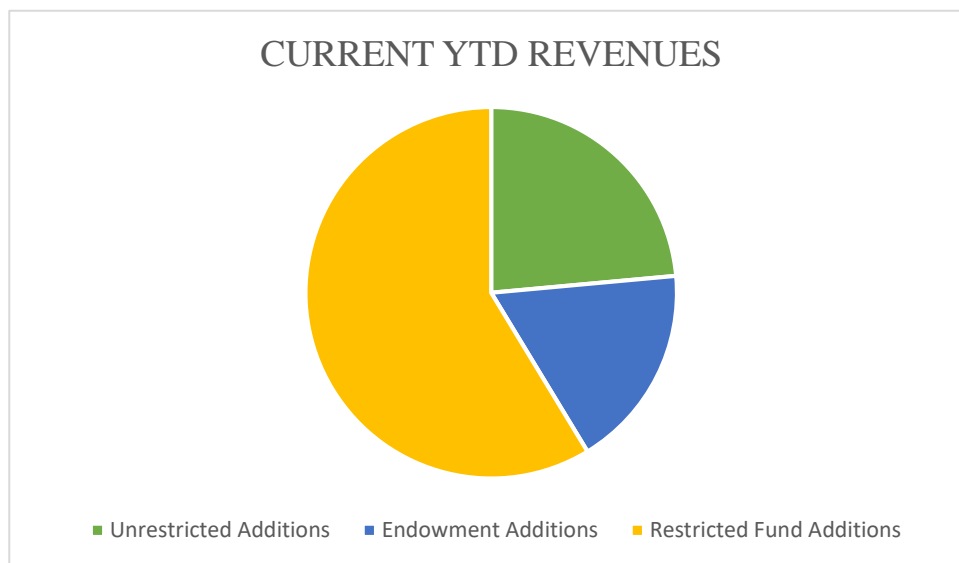
# BOARD OF TRUSTEES

## STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

### Foundation Agenda

<b>Date of Meeting:</b>	February 7, 2022	<b>Time: 10:30 am</b>	<b>Virtual</b>
<b>Committee Members:</b> Pat Kirkman, Chair Robert Logan Gladys McAuley			
<b>Consent Agenda Items</b>			
Receive Revenue Report			
<b>Full Board Agenda Items</b>			
<b>For Information Only</b>			
Director's Report			

DESIGNATIONS	Second Quarter	Current YTD
Total Unrestricted	528,914.82	562,273.32
Restricted		
Endowment Additions	353,471.45	424,493.32
Other Restricted Funds	1,351,223.91	1,401,182.71
Total Restricted	1,704,695.36	1,825,676.03
<b>TOTAL REVENUES:</b>	<b>2,233,610.18</b>	<b>2,387,949.35</b>



# Director's Report

## CCCC Foundation Director's Report

*Please help us thank these generous donors for their support!*

### Second Quarter Gifts of \$500 or More

Bear Creek Arsenal – *E. Eugene Moore* \*\*\*\*\*  
Sonja Blalock \*  
Bold Companies – *Chris Ehrenfeld* \*  
Jeanne Buie \*  
Arnold Carter, Jr. \*  
Central Electric Membership Corporation \*\*\*\*  
Dr. Lisa M. Chapman \*\*\*  
Neil and Wanda Coggins \*\*\*\*  
Larry and Anne Collins \*\*  
Food Lion, Inc. \*\*  
James and Gloria French \*\*  
Dr. George R. Grant \*  
Dr. Karen S. Gullledge \*  
Gene Haas Foundation \*\*\*\*  
David N. James \*\*  
Mary Ross Lindsey  
T. Eston “Bud” Marchant \*\*\*  
Larry McAuley  
Dr. and Mrs. Frank W. McCracken  
Ruby and Ernest McSwain Worthy Lands Trust \*\*\*  
Tom Miriello  
Gary and Linda Moore \*  
NC Academy of Small Animal Medicine \*\*\*  
NCAVT  
Kel and Parker Normann \*  
Normann Financial Group \*  
Dr. William Oelrich  
Pentair Water Pool & Spa \*\*\*\*\*  
Barbara Perry \*\*\*\*\*  
Julian and Cynthia Philpott  
Post, Patton & Foushee – *Trial Attorneys* \*  
RPM Foundation \*\*  
Dr. John Shontz \*

Ellen Silverman

Wayne Staton \*\*\*\*\*

Veterinary Association Management \*

Dennis and Alisa Wicker \*

C.J. and Heather Winslow \*

Dr. Kristen Wynns \*\*\*

***\* \$1,000 or more***

***\*\* \$2,000 or more***

***\*\*\* \$5,000 or more***

***\*\*\*\* \$10,000 or more***

***\*\*\*\*\* \$20,000 or more***

***\*\*\*\*\* \$2,000,000 or more***

Submitted by Dr. Emily C. Hare  
Executive Director



## BOARD OF TRUSTEES

### STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

#### Grants and Strategic Initiatives Agenda

**Date of Meeting:**

February 7, 2022

**Time: 10:30 am****Virtual**

**Committee Members:** Pat Kirkman, Chair  
Derrick Jordan  
Gladys McAuley

**Consent Agenda Items**

Approve In Progress: Grants & Strategic Initiatives

**Full Board Agenda Items****For Information Only**

1. February 2022, Grants & Strategic Initiatives Highlights
2. February 2022 Full Portfolio (linked)

**In Progress, February 2022**

<b>Funding Source</b>	<b>Project Name</b>	<b>Funding type</b>	<b>Requested Amount</b>	<b>Description</b>
<b>Submitted</b>				
Haas Foundation	Machining Scholarships	Private	\$10,000	Machining Scholarships and SKILLS USA support.
NC DOT	Enhanced Mobility of Seniors & Individuals with Disabilities - Section 5310	State	\$60,000	This program provides transportation funding through COLTS, HARTS, and CTN for students with disabilities to get to training.
National Science Foundation	NC BioBetter	Federal	\$3,000,000	NC BioBetter is a consortium of five community colleges in this region: Central Carolina Community College (CCCC), Durham Technical Community College (DTCC), Johnston Community College (JCC), Vance-Granville Community College (VGCC), and Wake Technical Community College (WTCC). The BioBetter consortium is embarking on a comprehensive project that will seek to meet workforce demand in the biopharma sector. The proposed project will focus on accelerating the pipeline of bio sector workers by coordinating regional curriculum design, clarifying bio sector pathways, building program capacity, enhancing regional communication, and improving the employability of credentialed students.

Golden Leaf	Open Grant over \$250k	State	\$500,000	CCCC is partnering with Sandhills and Randolph Community Colleges to pilot a regional approach to truck driver training and related career pathways. The model will begin with short-term truck driver credentials and will engage employers to define additional pathways towards degrees and industry careers. Partners will share the costs of equipment, instructors, and resources for the truck driver credential program, resulting in increased collaboration, reduced service duplication, and improved efficiency of state resources.
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Futures Forum	Tools Competition	Private	\$50,000	Funding to support the implementation of the RIASEC tool and subsequent career pathway counseling into CCR and continuing education programs. (MOVED TO PHASE II)
NCCCS MMSI	CCCC Brothers of Excellence	State	\$50,000	Funding supporting coaching and cohort building activities for minority men enrolled at CCCC experiencing barriers to academic success.
<b>Pending</b>				
U.S. Economic Development Administration	Build Back Better	Federal	≈\$23,000,000	CCCC is part of ten college + BioNetwork (NCCCS) consortium that is 1/7 projects joined through the NC BioTech Center to compete for a collective \$100 million in the American Rescue Plan's EDA Build Back Better Competition. The group is focused on building the BioTech Pipeline in North Carolina. The NC Biotech Center's collaboration was successful in Phase I of the competition and received \$500,000 to assist in project planning, outreach, and development as we move towards Phase II.
U.S. Department of Labor	Commercial Driver License (CDL) Program Implementation Grant	Federal	\$500,000	The Commercial Driver's License (CDL) Program Implementation Grant provides financial assistance to States to achieve compliance with the requirements of 49 CFR Parts 383 and 384. Additionally, the CDLPI grant program provides financial assistance for other entities capable of executing national projects that aid States in their compliance efforts and that will improve the national Commercial Driver's License (CDL) program.
U.S. Department of Education	Veterans Upward Bound	Federal	\$1,293,750	Veterans Upward Bound is designed to motivate and assist veterans in the development of academic and other requisite skills necessary for acceptance and success in a program of postsecondary education. The program provides assessment and enhancement of basic skills through counseling, mentoring, tutoring and academic instruction in the core subject areas. The primary goal of the program is to increase the rate at which participants enroll in and complete postsecondary education programs.

U.S. Department of Education	Upward Bound Math and Science - Harnett	Federal	\$1,319,640	The Upward Bound Math and Science program is designed to strengthen the math and science skills of participating students. The goal of the program is to help students recognize and develop their potential to excel in math and science and to encourage them to pursue postsecondary degrees in math and science, and ultimately careers in the math and science profession.
U.S. Department of Education	Upward Bound- Harnett	Federal	\$1,319,220	Upward Bound provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. Upward Bound serves: high school students from low-income families; and high school students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.
U.S. Department of Education	Upward Bound- Lee	Federal	\$1,319,220	Same as above.

## February 2022: Grants and Strategic Initiatives Highlights

1. **TALKING POINT** – CCCC recently reapplied for funding from the NCCCS to provide extra supports for minoritized male students at CCCC. The program, Brothers of Excellence, has shown great success in improving outcomes for these students. Retention for minoritized men that participated in the program was on average more than 38% higher when compared to students of the same demographic that didn't participate. Course success rates (+22%) and average GPA (+.32) were also higher for these participants.
2. **FOR YOUR INFORMATION** – CCCC joins nine other NC Community Colleges + BioNetwork (NCCCS) in a consortium that is one of seven projects joined through the NC BioTech Center to compete for a collective \$100 million in the EDA Build Back Better Competition. The group is focused on building the BioTech Pipeline in North Carolina. The NC Biotech Center's collaboration was successful in Phase I of the competition and received \$500,000 to assist in project planning, outreach, and development as we move towards Phase II. Fifty percent of Phase I awardees will be successful in Phase II, which are incredible odds in these types of grant competitions.

**February 2022 Full Portfolio (*linked*)**

Previous versions of this report included the Full Portfolio of externally-funded projects at CCCC, including both College and Foundation grants. For your information, this can be found at the [Grants and Strategic Initiatives website](#); username: grants, password: *cougargrants*.