

**Central Carolina Community College
Board of Trustees Committee Meetings
Dennis A. Wicker Civic & Conference Center
Spring 2022**

Monday, April 25, 2022

Program Committee

Date: 4/25/22

Time: 9:00 a.m.

James French, Chair
Jan Hayes
Gordon Springle

Building & Grounds Committee

Date: 4/25/22

Time: 10:30 a.m.

George Lucier, Chair
Jim Crawford
Bill Tatum

Personnel Committee

Date: 4/25/22

Time: Noon

Bobby Powell, Chair
Genia Morris
Chip Post

Student & Academic Support Services

Date: 4/25/22

Time: 1:30 p.m.

Pat Kirkman, Chair
Derrick Jordan
Gladys McAuley

Finance Committee

Date: 4/25/22

Time: 3:00 p.m.

Jim Burgin, Chair
James Kelly
Bill Carver

Note: All Trustees are invited to attend any committee meeting.

C: Mr. Julian Philpott, Board Chair – Ex-Officio Member of each committee

Consent Agenda for Spring 2022 Board of Trustees Meeting

**PLEASE TURN OFF (SILENCE) AND STORE YOUR MOBILE ELECTRONIC
DEVICES DURING THE BOARD MEETING**

***Central Carolina Community College
Board of Trustees
Agenda
April 27, 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; February 9, 2022

Personnel Committee

1. Approve New Employees
2. Approve Promotions/Position Changes
3. Receive Attrition Report
4. Receive Turnover Report
5. Approve Summer Work Schedule

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. Approve advertising for open end design agreement

Program Committee

1. Curriculum Review Committee Actions

Program Removals

1. Removal of Career & College Promise diploma in Human Services Technology (D45380CW)
2. Removal of Career & College Promise diplomas in Early Childhood Education (D55220CW & D55220CP)
3. Removal of Career & College Promise School-Age Care Certificate (C55450)

Program Approvals

1. Approval of a Career and College Promise version of Early Childhood Preschool Certificate (C55860CP)
2. Approval of a Career and College Promise certificate for Human Services Technology (C45380CW)
3. Approval of a certificate in Welding (C50420C)
4. Approval of a Career and College Promise version of Welding certificate (C50420CP)

Program Modifications

1. Information Technology Associate in Applied Science Degree (A25590)
2. Barbering Associate in Applied Science Degree (A55110)
3. Cosmetology Associate in Applied Science Degree (A55140)
4. Dental Hygiene Associate in Applied Science Degree (A45260)
5. Human Services Technology Associate in Applied Science Degree (A54380)
6. Human Services Technology/Substance Abuse Associate in Applied Science Degree (A4538E)
7. Electrical Systems Diploma (D35130)
8. Electrical Systems Associate in Applied Science Degree (A35140)

Course Modifications

1. Basic Anatomy & Physiology (BIO-163)

2. Academic Policy Committee

1. State Authorization - National Council of State Authorization Reciprocity Agreements

Student & Academic Support Committee

1. Grants Report
2. Foundation Report

FOR FULL BOARD CONSIDERATION AND DELIBERATION

Personnel Committee

1. Human Resources Updates

Finance Committee

1. Approve Fiscal Year 2021-2022 College Budget
2. Approve Chatham County Budget Request
3. Approve Harnett County Budget Request
4. Approve Lee County Budget Request
5. Lee County Promise MOU

Building and Grounds Committee

1. Moore Center Updates/Project Approvals
2. Award Roofing Contract for Chatham Building 42 Roofing Project
3. Award Roofing Contract for Harnett Miriello Roofing Project

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 Zoom & In Person
February 9, 2022**

Members Present: J. Burgin (V), B. Carver (V), J. Crawford(V), J. French(P), D. Jordan (V), J. Hayes(V), J. Kelly,(V), P. Kirkman(P), G. Lucier(V), G. Morris(V), G. McAuley(V), J. Philpott(V), C. Post(V), B. Powell(V), G. Springle(V), B. Tatum (P)

Guest: J. Love(P), College Attorney

Staff: L. Chapman(P), P. Price(P), L. Scuiletti(V), K. Hoyle(V), J. Matthews(V), M. Hall(V), E. Hare(V), M. Dishman(V), R.V. Hight(V), M. Brown(V), M. Robertson(V), K. Short (V), S. Byington(V), L. Whitaker(P), A. Carter (P) D. Haire(P)

(V) Virtual (P) Person

Chairman Philpott 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 serves as a catalyst for individual, community and economic development through transformative lifelong learning.

Trustee Tatum made a motion to approve the Consent Agenda. Trustee French seconded the motion. The motion carried unanimously.

Dr. Chapman shared her computer screen to allow attendees to see the Board packet (included details of all items below) which Board members had received earlier via email.

Personnel Committee

Chairman Philpott requested the Personnel/HR Updates on the agenda be moved to the end of the meeting for purposes of going into closed session. There was no opposition with this request.

Building & Grounds Committee

Chairman Philpott called on Trustee Lucier, Chair of the Building & Grounds. Trustee Lucier called on EVP Price for an overview of the draft Facility Master Plan. EVP Price told the Board the draft Facility Master Plan is an estimate of building needs for the next several years. Approximately every 5 – 7 years we identify capital improvement needs for CCCC. Population growth trends, job growth trends, enrollment trends, staffing trends and how we compare to other colleges. An evaluation of the existing facilities and infrastructure is done as well. This was unanimously approved in the Building & Grounds Committee and comes as a recommendation to the Board. With this coming as a recommendation from the Building & Grounds Committee as second is not required. A roll call vote was taken and the draft Facility Master Plan was approved unanimously.

Finance Committee

Chairman Philpott informed the Board all of the Finance Committee items for approval were on the Consent Agenda and there were no Full Board Consideration items.

Program Committee

Chairman Philpott informed the Board all of the Program Committee items for approval were on the Consent Agenda and there were no Full Board Consideration items.

Student & Academic Support Services Committee

Chairman Philpott informed the Board all of the Student & Academic Support Services Committee items for approval were on the Consent Agenda and there were no Full Board Consideration items.

Foundation Report

Chairman Philpott called on Dr. Emily Hare for a Foundation update. The Revenue Report was approved during the committee meeting. Date to remember are March 31st - Harnett Foundation Golf Classic and May 4th – Chatham Foundation Golf Classic. The E. Eugene Moore donation in the second quarter is life changing for the CCCC family as a whole. The Foundation Board also approved a slight change in one of their policies. Unless donors specifically specify funds can be used for a staff or faculty honorarium. Funds are to be used for student scholarships and for student benefits.

Other

Chairman Philpott reminded the Board of the Law & Legislative Seminar coming up in Raleigh.

President's Report

Dr. Chapman told the Board that CCCC had been rewarded the Title III Grant which we are calling Navigate. These funds will be used to strengthen onboarding and advising for our students. The org chart structure has been reviewed to ensure it is best situated for us to move forward with things that are so important for the students.

Trustee Kirkman made a motion to go into Closed Session. Trustee Tatum seconded the motion. The motion carried unanimously.

Trustee Powell made a motion to go back into Open Session. Trustee Jordan seconded the motion. The motion carried unanimously.

With no further comments, Trustee Tatum made a motion to adjourn. Trustee McAuley seconded the motion. The motion carried unanimously.



BOARD OF TRUSTEES PERSONNEL COMMITTEE AGENDA

Date of Meeting:	April 25, 2022	Time: Noon	
Committee Members: Bobby Powell, Chair Genia Morris Chip Post			
Consent Agenda Items			
<ol style="list-style-type: none">1. Approve New Employees2. Approve Promotions/Position Changes3. Receive Attrition Report4. Receive Turnover Report5. Approve Summer Work Schedule			
Full Board Agenda Items			
Human Resources Updates			
For Information Only			
Update on salary related items from past meeting.			

NEW EMPLOYEES

1. Kaite Bruce, Math Instructor, 01/24/2022
2. Thomas Lackey, Lead Instructor, Truck Driver Training Program 12 months, 2/7/2022
3. Timothy Short, Electrical Systems Technology Instructor 12 months, 2/1/2022
4. Brian Simpson, Coordinator of Institutional Effectiveness, 2/7/2022
5. Charity Barbee, SBC Coordinator-Harnett County/TSEC Director, 03/01/2022
6. Crystal Bennett, Practical Nursing Instructor (12 months), 03/21/2022
7. Sara Del Valle-Blair, Director, Grants Performance, 03/22/2022
8. Kimberly Dresser, Academic Coach - TRiO Student Support Services, 03/28/2022
9. Brandi Hernandez, Purchasing-Buyer, 03/21/2022
10. Frederick Staton, Associate Director, TRiO Student Support Services, 03/07/2022
11. Brianna Clark, Job Corps Scholars Personal Counselor, 04/04/2022
12. Jessica Holt, Associate Degree Nursing Instructor, 04/08/2022
13. Quentin Tatum, Career Center Coordinator, 04/04/2022

PROMOTIONS/POSITION CHANGES

1. Scott Byington, Associate Vice President, Onboarding & Advising, 2/1/2022
2. Felicia Crittenden, Dean, Workforce Development & Continuing Education Operations, 2/1/2022
3. Lisa Smelser, Biotechnology Program Director, 2/1/2022
4. Percy Crutchfield, Associate Dean, Public Safety and Criminal Justice, 3/1/2022
5. Wade Genthe, BLET Director, 3/1/2022
6. Stormy Mascitelli, Title III Navigate Implementation Manager, 3/1/2022
7. Erin Blakeley, Title III Navigate Project Activity Director, 4/1/2022
8. Jalen Cheek, Education Navigator, 4/1/2022
9. Cristy Holmes, Dean of Arts and STEM, 4/1/2022
10. Cliff Sizemore, Senior Buyer, 4/1/2022
11. Billie Jo Thompson, Associate Director of Learning Resources, 4/1/2022
12. Heather Ocegueda, Student Onboarding Coordinator, 4/1/2022

QUARTER THREE ATTRITION

Resignations	10
Retirements	2
Deceased	0
Terminations	1
Non-renewals	0
Total	13

Receive Turnover Report

Turnover Third Quarter 2021

		Average # employees	# employees separated	Rate
President's Office/Foundation/Grants		9	1	11.11%
Onboarding & Academic Advising	Admissions 19 Registrar 7 Associate Dean of Advising 2 Others 4	32	0	0%
Student Learning Division	Others 2 Health & Professional Services 57 Business & Applied Technologies 29 Arts & STEM 67 Career & Academic Engagement 22 Secondary Partnerships 12 Center for Organizational Excellence 7	205	2	.98%
Student Services Division	Library 4 Security 3 College Access Services 18 Student Support Services 16	39	6	15.38%
Administrative Services Division	Purchasing 5 Business Office 8 Information Technology 12 VP/Contract Administrator 2 Human Resources 3 Marketing & External Relations 17 Facilities & Maintenance 41	88	3	3.41%
Institutional Effectiveness Division		3	0	0%
Workforce Development	Industry Services 2 Corporate Outreach 2 Small Business Centers 5 Continuing Education Operations 5 Continuing Education Programs 26 Others 2	42	1	2.38%
Harnett Campus	Others 5 HCI 8	16	0	0%

Receive Turnover Report

Chatham Campus		7	0	0%
College Wide Average		442	13	3.00%

Approve Summer Work Schedule

- As in past summers, we are requesting approval for the college to operate on a four-day work week for the summer during the dates Monday, May 23 to Friday, July 29, 2022.
- Forty hour per week employees will start their work day between 7:00 AM and 7:30 AM and end their day between 5:30 PM and 6:00 PM.
- Some areas will operate on a different schedule approved by the Vice President for the area.
- The College will post hours as being open for business from 8:00 AM until 5:30 PM. Some departments may open earlier, while others are open later; however, all services should be available during the hours of 8:00 AM and 5:30 PM.
- The requested Friday closures are listed below:
 - May 27th
 - June 3rd
 - June 10th
 - June 17th
 - June 24th
 - July 1st
 - July 8th
 - July 15th
 - July 22nd
 - July 29th

Human Resources Updates

This item is a place holder in case there is a need to go into closed session pursuant to G.S. 143-318.11 item (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged... and (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

Update on salary related items from past meeting

During the last personnel committee, we discussed the need to revise our non-faculty salary tables because of changes to the minimum hourly rate for state employees approved by the General Assembly. The personnel committee also requested we review county funded salaries and work with the various county administrators to bring those salaries to \$15 per hour. We have worked on a number of scenarios and below is the current table and the proposed new table.

Current Salary Table

<u>Job Classification</u>	<u>Salary Band</u>	Annual	
		Minimum	Maximum
Miscellaneous Part-time	0		
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

Proposed Salary Table – (Please note we are still developing which position categories fall in the various bands and this information is not final)

<u>7% per band, 15% spread</u>			
Job Classification	<u>Salary Band</u>	Annual	
		Minimum	Maximum
	0		
Custodian	1	\$29,016	\$33,368
Administrative Assistant/Customer Service	2	\$31,200	\$35,880
Administrative Specialist/Technican	3	\$33,384	\$38,392
Custodian Coordinator/Maintenance or Grounds Technican	4	\$35,721	\$41,079
Prof Level I - Admissions, Advisors, Librarians	5	\$38,221	\$43,955

For Information Only – Update on salary related items from past meeting

Coordinator -lower level	6			\$40,897	\$47,031
HVAC Tech, PC Tech II,Maintenance Supervisor	7			\$43,760	\$50,324
Coordinators Higher	8			\$46,823	\$53,846
Assistant Director - lower level, higher level Coord	9			\$50,100	\$57,615
Director - lower level, Executive Assistant	10			\$53,607	\$61,649
Associate Directors, Directors,	11			\$57,360	\$65,964
Directors Supervisory Coordinators	12			\$61,375	\$70,581
Directors	13			\$65,671	\$75,522
Executive Directors, High level Directors	14			\$70,268	\$80,809
Associate Dean, Student Services Deans, Con-Ed Deans	15			\$75,187	\$86,465
Academic Deans, Asst. IT Director	16			\$80,450	\$92,518
Controller, Physical Plant Manager, CIO	17			\$86,082	\$98,994
Associate VP/Provost	18			\$92,108	\$105,924
	19			\$98,555	\$113,338
Vice President	20			\$105,454	\$121,272

We have included a request for funding to bring our county funded employees to the salary bands shown above. We have also had discussions with county staff in each county.



BOARD OF TRUSTEES FINANCE COMMITTEE AGENDA

Date of Meeting:	April 25, 2022	Time: 3:00 PM	
Committee Members: Jim Burgin, Chair Jamie Kelly Bill Carver			
Consent Agenda Items			
<ol style="list-style-type: none"> 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 			
Full Board Agenda Items			
<ol style="list-style-type: none"> 1. Approve Fiscal Year 2021-2022 College Budget 2. Approve Chatham County Budget Request 3. Approve Harnett County Budget Request 4. Approve Lee County Budget Request 5. Lee County Promise MOU 6. Approve Proposed Fee Listing for 2022-2023 			
For Information Only			
<ol style="list-style-type: none"> 1. State and County Budget Updates 2. Discussion of revised State Purchase and Contract Regulations 3. Discuss changes on the State Retirement System letter related to contribution-based cap legislation 			

**CENTRAL CAROLINA COMMUNITY COLLEGE
STATE BUDGET REPORT
March 31, 2022**

<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	\$ 1,401,221.00	\$ 991,116.42	\$ 410,104.58	71%
FINANCIAL SERVICES	4,099,746.00	862,840.47	3,236,905.53	21%
GENERAL ADMINISTRATION	2,768,272.00	1,728,970.08	1,039,301.92	62%
INFORMATION SYSTEMS	1,505,265.00	1,120,070.27	385,194.73	74%
INSTRUCTION - CURRICULUM	15,907,023.00	11,995,033.01	3,911,989.99	75%
INSTRUCTION - NON-CURRICULUM	3,992,910.00	2,966,303.07	1,026,606.93	74%
ACADEMIC SUPPORT	5,831,463.00	4,348,517.56	1,482,945.44	75%
STUDENT SUPPORT	4,139,316.00	2,806,143.53	1,333,172.47	68%
TOTAL CURRENT EXPENSE	\$ 39,645,216.00	\$ 26,818,994.41	\$ 12,826,221.59	68%
 <u>CAPITAL OUTLAY</u>				
EQUIPMENT	\$ 2,597,943.00	\$ 439,310.73	\$ 2,158,632.27	17%
942 FACILITIES MP/HEALTH CARE EQUIPMENT	-	-	-	0%
940 CAT/GRANT EQUIPMENT	90,904.00	35,858.91	55,045.09	39%
BOOKS	90,822.00	27,267.12	63,554.88	30%
TOTAL CAPITAL OUTLAY	\$ 2,779,669.00	\$ 502,436.76	\$ 2,277,232.24	18%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 42,424,885.00	\$ 27,321,431.17	\$ 15,103,453.83	64%

CENTRAL CAROLINA COMMUNITY COLLEGE
LEE COUNTY BUDGET REPORT
March 31, 2022

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
PLANT MAINTENANCE & OPERATIONS	\$ 2,879,115.00	\$ 2,212,578.15	\$ 666,536.85	77%
GENERAL ADMINISTRATION	205,155.00	186,466.28	18,688.72	91%
EXECUTIVE MANAGEMENT	49,885.00	37,406.23	12,478.77	75%
TOTAL CURRENT EXPENSE	\$ 3,134,155.00	\$ 2,436,450.66	\$ 697,704.34	78%
TOTAL CAPITAL OUTLAY	\$ 30,000.00	\$ -	\$ 30,000.00	0%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 3,164,155.00	\$ 2,436,450.66	\$ 727,704.34	77%

**CENTRAL CAROLINA COMMUNITY COLLEGE
CHATHAM COUNTY BUDGET REPORT
March 31, 2022**

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
PLANT MAINTENANCE & OPERATIONS	\$ 943,667.00	\$ 813,127.10	\$ 130,539.90	86%
GENERAL ADMINISTRATION	127,628.00	92,210.25	35,417.75	72%
TOTAL CURRENT EXPENSE	\$ 1,071,295.00	\$ 905,337.35	\$ 165,957.65	85%
TOTAL CAPITAL OUTLAY	\$ 50,000.00	\$ -	\$ 50,000.00	0%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 1,121,295.00	\$ 905,337.35	\$ 215,957.65	81%

CENTRAL CAROLINA COMMUNITY COLLEGE
HARNETT COUNTY BUDGET REPORT
March 31, 2022

<u>CURRENT EXPENSE</u>	<u>BUDGET FOR YEAR</u>	<u>EXPENDITURES THIS YEAR</u>	<u>BUDGET BALANCE</u>	<u>PERCENT OF BUDGET EXPENDED</u>
PLANT MAINTENANCE AND OPERATIONS	\$ 1,089,297.00	\$ 908,529.36	\$ 180,767.64	83%
GENERAL ADMINISTRATION	67,256.00	51,687.84	15,568.16	77%
TOTAL CURRENT EXPENSE	\$ 1,156,553.00	\$ 960,217.20	\$ 196,335.80	83%
CAPITAL OUTLAY	\$ 75,000.00	\$ -	\$ 75,000.00	0%
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 1,231,553.00	\$ 960,217.20	\$ 271,335.80	78%

**CENTRAL CAROLINA COMMUNITY COLLEGE
INVESTMENT ASSET ACCOUNT
March 31, 2022**

CPR CARDS	\$	1,806.51
DISTANCE ED FEE		50,387.35
SELF-SUPPORTING		15,194.73
COMMUNITY SERV FEES		193,215.28
CONT ED ACTIVITY FEES		5,091.93
OVERHEAD RECEIPTS		47,638.33
DENNIS WICKER CIVIC CENTER		
ESTC RENTAL FUNDS		71,867.96
PITTSBORO RENTAL FUNDS		5,755.34
INDIRECT COST FUNDS - GRANTS		131,671.85
PATRON FEES		128,078.10
ASSOCIATE NURSING		68,471.39
SMALL BUSINESS MISC		6,567.71
CLEARWIRE LEASE		55,186.70
BOOKSTORE		867,774.38
VENDING		
STUDENT GOVERNMENT ASSOC.		
EMERGENCY LOAN FUNDS		5,996.82
LOCAL FUNDS		138,716.54
	\$	<u>1,793,420.92</u>

**CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
March 31, 2022**

REVENUES

MOTEL TAX	\$	200,421.72	
LEE COUNTY CURRENT ALLOCATION		48,697.47	
RENTAL INCOME		133,302.54	
LOST REVENUE - FEDERAL STIMULUS		49,266.05	
INTEREST INCOME		-	
TOTAL REVENUE			\$ 431,687.78

EXPENSES

SALARIES	\$	154,255.51	
SOCIAL SECURITY		10,361.60	
RETIREMENT		25,449.78	
LONGEVITY		1,061.64	
MEDICAL INSURANCE		15,807.84	
OTHER CONTRACTS		8,748.88	
SUPPLIES		6,467.89	
TRAVEL			
TELEPHONE		4,620.99	
HEAT		13,317.61	
WATER		2,091.45	
ELECTRICITY		54,134.73	
REPAIR FACILITIES		10,303.13	
REPAIR EQUIPMENT		3,741.54	
MAINT. Agreement		13,788.07	
ADVERTISING		216.10	
CREDIT CARD FEE		4,302.90	
LANDSCAPING		443.23	
OTHER CURRENT EXPENSE		398.00	
PROPERTY INSURANCE		7,076.81	
MEMBERSHIPS AND DUES		192.00	
EQUIPMENT		11,907.30	
TOTAL EXPENSES			\$ 348,687.00

REVENUE OVER EXPENSES		\$ 83,000.78
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FUND BALANCE AS OF July 1, 2020	\$ (62,087.32)
PLUS REVENUE OVER EXPENSES	83,000.78
FUND BALANCE AS OF June 30, 2021	\$ 20,913.46

**CENTRAL CAROLINA COMMUNITY COLLEGE
EXPENDITURES FOR GOOD OF SCHOOL
JULY 1, 2021 - March 31, 2022**

STUDENT RELATED

ICR PROCESSING FEE	\$	3,006.38
FACTS PROCESSING FEE		23,617.00
PERSONNEL COSTS		
TITLE IX		4,709.00
STUDENT AMBASSADORS		8,486.48
STUDENT TRAVEL		
STUDENT CULTURAL ENRICHMENT		1,774.00
ADVISORY MEETINGS		7,422.66
AVOW TRANSCRIPT SERVICES		
SCHOLARSHIP LUNCHEON		
GRADUATION		625.00
OTHER		1,681.24
		<hr/>
TOTAL STUDENT RELATED	\$	51,321.76

PUBLIC RELATED

PUBLIC RELATIONS	\$	3,392.34
PROFESSIONAL DEVELOPMENT		4,375.61
FINANCIAL AID FAFSA DAY		
MEETINGS		498.51
EMPLOYEE RET., FLOWERS		3,259.61
BOARD OF TRUSTEE EXPENSES		976.49
QEP EXPENSES		
MARKETING		
LEGAL EXPENSES		4,958.86
STAFF DEVELOPMENT		
STUDENT AID		
BANK SERVICE CHARGES		5,099.59
OTHER		9,138.57
		<hr/>
TOTAL PUBLIC RELATED	\$	31,699.58

GRAND TOTAL	\$	83,021.34
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COLLEGE FY 2021-22 BUDGET

(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**

Institution

Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
State	\$ 37,511,349			\$ 37,511,349
*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.				
County Funds				
County Appropriations (list each county separately below):				
Lee County	\$	3,164,100		\$ 3,164,100
Chatham County	\$	1,159,910		\$ 1,159,910
Harnett County	\$	1,259,125		\$ 1,259,125
Civic Center Lee County	\$	332,159		\$ 332,159
Promise Program - Lee	\$	200,000		\$ 200,000
Promise Program - Chatham	\$	260,000		\$ 260,000
Promise Program - Harnett	\$	420,000		\$ 420,000
(If necessary, add lines above for add'l counties)				
Misc. County Revenue	\$	-		\$ -
Total County Funds	\$	6,795,294		\$ 6,795,294

Institutional Funds**Federal Sources:**

Federal Pell and other Federal student aid grants	\$	7,000,000	\$	7,000,000
Federal Direct Loans	\$	-	\$	-
Federal Work-Study Program	\$	117,669	\$	117,669
Other Federal Grants (list):	\$	118,710	\$	118,710
TRIO Grants	\$	1,656,922	\$	1,656,922
WIOA Grants	\$	1,621,081	\$	1,621,081
NSF Grants	\$	175,000	\$	175,000
Indirect Costs	\$	140,000	\$	140,000
YouthBuild Grant	\$	1,519,655	\$	1,519,655
CARES Act Funding	\$	10,778,216	\$	10,778,216

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**
Institution
Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
Job Corps			\$ 985,350	\$ 985,350
USDA			\$ 452,335	\$ 452,335
				\$ -
(If necessary, add lines above)				
Total Revenues From Federal	\$ -	\$ -	\$ 24,564,938	\$ 24,564,938
Fees:				
College Access, Parking and Security (CAPS) Fees			\$ 104,000	\$ 104,000
Student Activity Fees			\$ 215,000	\$ 215,000
Course Specific Fees			\$ 100,000	\$ 100,000
Instructional Technology Fees			\$ 100,000	\$ 100,000
Self-Supporting Course Fees			\$ 120,000	\$ 120,000
Other Fees (list, if applicable):				\$ -
Distance Course Fees			\$ 275,000	\$ 275,000
Patron Fees			\$ 55,000	\$ 55,000
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
(If necessary, add lines above)				
Total Revenues from Fees	\$ -	\$ -	\$ 969,000	\$ 969,000

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: **Central Carolina CC**
Institution _____
Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
<i>Proprietary/Other Revenues:</i>				
Bookstore Receipts			\$ 210,500	\$ 210,500
Vending/Food Service Receipts			\$ 30,000	\$ 30,000
Live Projects/Patron Fees			\$ 30,000	\$ 30,000
Internal Service Funds			\$ -	\$ -
Interest Income			\$ 20,000	\$ 20,000
NC Community College Grant Funds			\$ 300,000	\$ 300,000
Education Lottery Scholarship Funds			\$ 285,000	\$ 285,000
Gifts and Donations			\$ -	\$ -
Private (non-Federal) Grants			\$ -	\$ -
Endowment Income			\$ -	\$ -
Other Miscellaneous Sources (list, if applicable):			\$ -	\$ -
Clearwire Lease			\$ 25,000	\$ 25,000
Rental Funds			\$ 10,000	\$ 10,000
Other State and Local Student Aid Funds			\$ 175,000	\$ 175,000
Civic Center Rental Revenue			\$ 200,000	\$ 200,000
				\$ -
				\$ -
				\$ -
				\$ -
(If necessary, add lines above)				
Total Revenues from Proprietary/Other Sources:	\$ -	\$ -	\$ 1,285,500	\$ 1,285,500
Total Institutional Sources			\$ 26,819,438	\$ 26,819,438
Total Estimated Revenues	\$ 37,511,349	\$ 6,795,294	\$ 26,819,438	\$ 71,126,081
Fund Balance Appropriated				\$ -

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Central Carolina CCInstitution Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Expenditure Detail (excluding capital improvement projects)				
100 INSTITUTIONAL SUPPORT				
110 Executive Management	\$ 1,224,422	\$ 90,885		\$ 1,315,307
120 Financial Services	\$ 1,238,897	\$ -		\$ 1,238,897
130 General Administration	\$ 2,586,080	\$ 359,539		\$ 2,945,619
140 Information Systems - Admin.	\$ 1,518,918	\$ -		\$ 1,518,918
TOTAL INSTITUTIONAL SUPPORT	\$ 6,568,317	\$ 450,424	\$ 400,000	\$ 7,418,741
200 INSTRUCTIONAL - CURRICULUM				
220 Associate Degree	\$ 15,499,755	\$ -		\$ 15,499,755
TOTAL INSTRUCTIONAL - CURRICULUM	\$ 15,499,755	\$ -	\$ 1,200,000	\$ 16,699,755
300 CONTINUING EDUCATION				
310 Occupational Education	\$ 2,144,629	\$ -		\$ 2,144,629
311 Occupational Support	\$ 584,896	\$ -		\$ 584,896
320 Basic Skills Plus	\$ -	\$ -		\$ -
321 Adult Basic Education/ESL	\$ 1,369,718	\$ -		\$ 1,369,718
322 Adult High School & GED	\$ 172,571	\$ -		\$ 172,571
323 Compensatory Education	\$ 89,656	\$ -		\$ 89,656
363 Small Business Center	\$ 247,504	\$ -		\$ 247,504
364 Customized Trng - Bus & Ind Support (Admin.)	\$ 40,000	\$ -		\$ 40,000
365 Customized Trng - Bus & Ind Support (Instruct.)	\$ 20,000	\$ -		\$ 20,000
370 NC Military Business Center (FTCC)	\$ -	\$ -		\$ -
371 NC Research Campus - Kannapolis (RCCC)	\$ -	\$ -		\$ -
TOTAL CONTINUING EDUCATION	\$ 4,668,974	\$ -	\$ 125,000	\$ 4,793,974

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

		College Name: <u>Central Carolina CC</u>			
		Institution Number: <u>816</u>			
	1	2	3	4	
	State Budget	County Budget	Institutional Budget	Total Budget	
Expenditure Detail (excluding capital improvement projects)					
400 ACADEMIC SUPPORT					
410 Library/Learning Center	\$ 529,801	\$ -		\$ 529,801	
421 Curriculum - Admin.	\$ 2,765,127	\$ -		\$ 2,765,127	
422 Continuing Education - Admin.	\$ 1,362,506	\$ -		\$ 1,362,506	
430 Information Systems - Academic	\$ -	\$ -		\$ -	
TOTAL ACADEMIC SUPPORT	\$ 4,657,434	\$ -	\$ 2,000,000	\$ 6,657,434	
500 STUDENT SUPPORT					
510 Student Services	\$ 3,347,253	\$ -		\$ 3,347,253	
530 Child Care	\$ 36,597	\$ -		\$ 36,597	
TOTAL STUDENT SUPPORT	\$ 3,383,850	\$ -	\$ 2,500,000	\$ 5,883,850	
600 OPERATION & MAINTENANCE OF PLANT					
610 Plant Operation		\$ 2,788,271		\$ 2,788,271	
620 Plant Maintenance		\$ 2,123,808		\$ 2,123,808	
680 Innovation Quarters (Forsyth Tech CC)	\$ -	\$ -		\$ -	
TOTAL OPERATION & MAINTENANCE OF PLANT	\$ -	\$ 4,912,079	\$ -	\$ 4,912,079	
700 PROPRIETARY/OTHER		\$ 320,500	\$ 700,000	\$ 1,020,500	
800 STUDENT AID		\$ 880,000	\$ 9,620,000	\$ 10,500,000	
900 CAPITAL OUTLAY (excluding capital improvement projects)					
920 Equipment	\$ 2,581,293	\$ 30,000		\$ 2,611,293	
923 Basic Skills/Literacy Equipment	\$ -	\$ -		\$ -	
930 Instructional Resources (Books)	\$ 90,822	\$ -		\$ 90,822	
940 Equipment - State CATEGORICAL Funds	\$ 60,904	\$ -		\$ 60,904	
TOTAL CAPITAL OUTLAY	\$ 2,733,019	\$ 30,000	\$ 350,000	\$ 3,113,019	
TOTAL EXPENDITURES	\$ 37,511,349	\$ 6,593,003	\$ 16,895,000	\$ 60,999,352	

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)
OPTIONAL WORKSHEET

College Name: Central Carolina CC
Institution Number: 816

3

Institutional Budget

Expenditure Detail (excluding capital improvement projects)

INSTITUTIONAL BUDGET DETAIL

01 CURRENT UNRESTRICTED

1XX Institutional Support

2XX Instruction

3XX Continuing Education

4XX Academic Support

5XX Student Support

6XX Plant Operations & Maint.

7XX Proprietary/Other

8XX Student Aid

9XX Capital Outlay (excluding capital improvements)

TOTAL CURRENT UNRESTRICTED

\$ -

02 CURRENT RESTRICTED

1XX Institutional Support

2XX Instruction

3XX Continuing Education

4XX Academic Support

5XX Student Support

6XX Plant Operations & Maint.

7XX Proprietary/Other

8XX Student Aid

9XX Capital Outlay (excluding capital improvements)

TOTAL CURRENT RESTRICTED

\$ -

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)
OPTIONAL WORKSHEET

College Name: Central Carolina CC
Institution Number: 816

3**Institutional Budget****Expenditure Detail (excluding capital improvement projects)****05 PROPRIETARY/OTHER** (colleges will vary)

72X Bookstore

73X Vending/Food Service

74X Parking

76X Internal Services

77X Student Activity

Other Proprietary/Other Activities (list below):

(If necessary, add lines above)

9XX Capital Outlay (excluding capital improvements)

TOTAL PROPRIETARY

\$ -

06 LOAN FUNDS

8XX Student Aid

Total Institutional

1XX Institutional Support

\$ -

2XX Instruction

\$ -

3XX Continuing Education

\$ -

4XX Academic Support

\$ -

5XX Student Support

\$ -

6XX Plant Operations & Maint.

\$ -

7XX Proprietary/Other

\$ -

8XX Student Aid

\$ -

9XX Capital Outlay (excluding capital improvements)

\$ -

TOTAL INSTITUTIONAL

\$ -

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 CAPITAL IMPROVEMENTS BUDGET

College Name: Central Carolina CCInstitution Number: 816

	1 State	2 County	3 Institutional	4 Total
Capital Improvement Revenues				
State Funds (funds reimbursed by System Office)*	\$ 500,000			\$ 500,000
County Funds				
County Appropriation for CI Projects		\$ 160,338		\$ 160,338
County GO Bond Funds				\$ -
Other County Revenue/Financing				\$ -
Fund Balance for CI Projects				\$ -
County Subtotal		\$ 160,338		\$ 160,338
Institutional Funds				
Federal Grant				\$ -
Private Gift/Donation				\$ -
Private Grant(s) and Other Sources (list below):				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
(If necessary, add lines above)				
Institutional Subtotal			\$ -	\$ -
Total Capital Improvement Project Revenues	\$ 500,000	\$ 160,338	\$ -	\$ 660,338
Capital Improvement Expenditures				
910 Buildings and Grounds	\$ 500,000	\$ 160,338		\$ 660,338
Repairs and Renovations/New Construction				\$ -
Total Expenditures	\$ 500,000	\$ 160,338	\$ -	\$ 660,338
NET (Est. Revenues - Expenditures)	\$ -	\$ -	\$ -	\$ -

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Central Carolina CC
Institution Number: 816

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Summary of Revenues (excluding capital improvement projects)				
State*	\$ 37,511,349			\$ 37,511,349
County Funds		\$ 6,795,294		\$ 6,795,294
Institutional Funds			\$ 26,819,438	\$ 26,819,438
Operating Revenue Subtotal	\$ 37,511,349	\$ 6,795,294	\$ 26,819,438	\$ 71,126,081
Fund Balance Appropriated		\$ -	\$ -	\$ -
Total Funds Available	\$ 37,511,349	\$ 6,795,294	\$ 26,819,438	\$ 71,126,081
Summary of Expenditures (excluding capital improvement projects)				
1XX Institutional Support	\$ 6,568,317	\$ 450,424	\$ 400,000	\$ 7,418,741
2XX Curriculum Instruction	\$ 15,499,755	\$ -	\$ 1,200,000	\$ 16,699,755
3XX Continuing Education	\$ 4,668,974	\$ -	\$ 125,000	\$ 4,793,974
4XX Academic Support	\$ 4,657,434	\$ -	\$ 2,000,000	\$ 6,657,434
5XX Student Support	\$ 3,383,850	\$ -	\$ 2,500,000	\$ 5,883,850
6XX Plant Operations & Maint.	\$ -	\$ 4,912,079	\$ -	\$ 4,912,079
7XX Proprietary/Other	\$ -	\$ 320,500	\$ 700,000	\$ 1,020,500
8XX Student Aid	\$ -	\$ 880,000	\$ 9,620,000	\$ 10,500,000
9XX Capital Outlay (excluding capital improvements)	\$ 2,733,019	\$ 30,000	\$ 350,000	\$ 3,113,019
Total Budgeted Expenditures	\$ 37,511,349	\$ 6,593,003	\$ 16,895,000	\$ 60,999,352
Net (Est. Revenues - Expenditures)	\$ -	\$ 202,291	\$ 9,924,438	\$ 10,126,729

*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE FY 2021-22 BUDGET

	CURRENT OPERATING										PLANT FUND			CURRENT & CAPITAL TOTAL
	1XX	2XX	3XX	4XX	5XX	6XX	7XX	8XX		9XX				
	Institutional	Curriculum	Continuing	Academic	Student	Plant Op & Maint.	Proprietary/Oth	Student Aid	Subtotal	Capital	(ex.	CI Projects		
College	Support	Instruction	Education	Support	Support		er			CI)				
Central Carolina CC														
State	\$ 6,568,317	\$ 15,499,755	\$ 4,668,974	\$ 4,657,434	\$ 3,383,850	\$ -	\$ -	\$ -	\$ 34,778,330	\$ 2,733,019	\$ 500,000	\$ 38,011,349		
County	\$ 450,424	\$ -	\$ -	\$ -	\$ -	\$ 4,912,079	\$ 320,500	\$ 880,000	\$ 6,563,003	\$ 30,000	\$ 160,338	\$ 6,753,341		
Institutional	\$ 400,000	\$ 1,200,000	\$ 125,000	\$ 2,000,000	\$ 2,500,000	\$ -	\$ 700,000	\$ 9,620,000	\$ 16,545,000	\$ 350,000	\$ -	\$ 16,895,000		
Total	\$ 7,418,741	\$ 16,699,755	\$ 4,793,974	\$ 6,657,434	\$ 5,883,850	\$ 4,912,079	\$ 1,020,500	\$ 10,500,000	\$ 57,886,333	\$ 3,113,019	\$ 660,338	\$ 61,659,690		

CENTRAL CAROLINA COMMUNITY COLLEGE
Chatham County Budget Request for Current Expenses
For Fiscal Period 2022-2023

Total Budget Request:

	2022 Approved	2023 Request	Variance
Current Expense	\$ 1,071,110	\$ 1,242,990	\$ 171,880
Capital	50,000	65,000	15,000
Promise	260,000	260,000	-
Small Business Center	23,000	24,000	1,000
Contingency for Salary Increases	15,800	-	(15,800)
Total	\$ 1,419,910	\$ 1,591,990	\$ 172,080

Central Carolina Community College is requesting a total budget of \$1,591,990. Included in the budget is an increase of approximately \$170,000 in current expense funding. The items related to current expenses are broken down in the next few pages. The capital requests are to complete a variety of flooring and painting projects as well as pressure washing most of the Chatham Main Campus.

Current Expense Breakdown:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 454,200	\$ 538,950	\$ 84,750
Contracted Services and Insurance	223,685	344,590	120,905
Utilities	290,250	265,500	(24,750)
Supplies	46,750	24,000	(22,750)
Repairs to Facilities and Equipment	37,125	60,500	23,375
Miscellaneous	19,100	9,450	(9,650)
Total	\$ 1,071,110	\$ 1,242,990	\$ 171,880

The above breakdown provides some information about the current expense request. The largest increases in current expense are associated with increases in salary and benefit costs and increases in contracted services associated with campus security. We have seen extreme pressure in both areas to increase wages. The General Assembly implemented a \$15 per hour minimum for state funded positions and we are attempting to increase our county funded employee minimum from \$11.15 per hour to \$13.95 per hour to remain competitive with the current market. Additional information by location is shown on the next page.

Break Down by Campus

Pittsboro Campus:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 324,000	\$ 401,100	\$ 77,100
Contracted Services and Insurance	100,885	214,840	113,955
Utilities	119,500	132,000	12,500
Supplies	27,900	21,000	(6,900)
Repairs to Facilities and Equipment	22,525	48,000	25,475
Miscellaneous	8,750	6,950	(1,800)
Total	\$ 603,560	\$ 823,890	\$ 220,330

We are requesting approximately \$220,000 in additional funding for the Pittsboro Campus. The largest changes related to the Pittsboro Campus are in the salaries and benefits line and the contracted services line. As stated above, we are attempting to increase the minimum rate for our county funded positions to be more in line with current market rates. We have also experienced increases in contracted services such as security guards because of wage increases in the market. We are exploring options for security guards including bringing the service in-house; however, we still anticipate a need for increased funding to support these services.

Siler City Center:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 56,200	\$ 89,000	\$ 32,800
Contracted Services and Insurance	67,800	75,250	7,450
Utilities	72,500	68,000	(4,500)
Supplies	4,650	1,500	(3,150)
Repairs to Facilities and Equipment	6,600	7,500	900
Miscellaneous	350	8,000	7,650
Total	\$ 208,100	\$ 249,250	\$ 41,150

The above breakdown reflects approximately a \$40,000 increase in funding requested for the Siler City Center. The same salary related increases as mentioned above are included in the request for this location.

Chatham Health Sciences:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 90,000	\$ 48,850	\$ (41,150)
Contracted Services and Insurance	55,000	54,500	(500)
Utilities	98,250	65,500	(32,750)
Supplies	14,200	1,500	(12,700)
Repairs to Facilities and Equipment	8,000	5,000	(3,000)
Miscellaneous	10,000	1,700	(8,300)
Total	\$ 275,450	\$ 177,050	\$ (98,400)

The above breakdown reflects a requested decrease of approximately \$100,000 for the Chatham Health Sciences Center. As the building has become operational, we are gaining a better understanding of the expenses associated with operating this facility. We are currently utilizing one custodian position due to the amount of traffic in the building and have seen that the building uses less utilities than we projected initially. We also have purchased the items originally needed to up fit the building in the current fiscal year.

CENTRAL CAROLINA COMMUNITY COLLEGE
Harnett County Budget Request
For Fiscal Period 2022-2023

Total Budget Request:

	2022 Approved	2023 Request	Variance
Current Expense	\$ 1,157,293	\$ 1,382,605	\$ 225,312
Capital Expense	\$ 75,000	100,000	25,000
Capital Improvement Funding	\$ 160,338	-	(160,338)
Promise Program	\$ 420,000	420,000	-
Contingency for Salary Increases	\$ 26,832	-	(26,832)
Total	\$ 1,839,463	\$ 1,902,605	\$ 63,142

The college is requesting an increase of approximately \$225,000 in additional current expense funding. Additional information about this request is shown below and on the next few pages.

The college is requesting \$100,000 in capital expense funding. We are requesting funding to convert 2 boilers to LP gas, purchase a used forklift, install automatic door hardware on a couple of buildings, and a few minor capital projects.

The Harnett Promise Program has been a huge benefit to Harnett County graduates. We are requesting a continuation of funding for this program consistent with our MOU with the County.

Current Expense Breakdown:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$461,168	\$607,380	\$146,212
Contracted Services and Insurance	214,800	282,300	67,500
Utilities	363,250	320,000	(43,250)
Supplies	52,925	66,775	13,850
Repairs to Facilities and Equipment	42,000	85,000	43,000
Miscellaneous	23,150	21,150	(2,000)
Total	\$1,157,293	\$1,382,605	\$225,312

The current expense budget breakdown is shown above for all campuses and sites. The largest increases in current expense are associated with increases in salary and benefit costs and increases in contracted services associated with campus security. We have seen extreme pressure in both areas to increase wages. The General Assembly implemented a \$15 per hour minimum for state funded positions and we are attempting to increase our county funded employee minimum from \$11.15 per hour to \$13.95 per hour to remain competitive with the current market. The breakdowns by locations contained on the pages immediately following provides additional information about the reasons for the various increases and decreases for each item.

Break Down by Campus

Harnett Main Campus:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$381,168	\$502,280	\$121,112
Contracted Services and Insurance	86,300	123,750	37,450
Utilities	177,500	168,500	(9,000)
Supplies	42,050	48,650	6,600
Repairs to Facilities and Equipment	27,500	64,500	37,000
Miscellaneous	6,800	6,800	0
Total	\$721,318	\$920,480	\$193,162

We are requesting approximately \$190,000 in additional funding for the Harnett Main Campus. A majority of this increased funding relates to salary and benefit items discussed earlier. We have also experienced increases in costs related to repairs to facilities.

Harnett Health Sciences Center:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$40,000	\$49,700	\$9,700
Contracted Services and Insurance	23,550	39,550	16,000
Utilities	113,750	80,250	(33,500)
Supplies	2,000	6,500	4,500
Repairs to Facilities and Equipment	5,000	5,000	-
Miscellaneous	100	100	-
Total	\$184,400	\$181,100	\$(3,300)

As can be seen above, we are requesting approximately \$3,000 less in funding for the Harnett Health Sciences Center. A majority of the requested increase in funding is associated with increased security costs associated with this location.

West Harnett Center and Auto Restoration:

	2022 Approved	2022 Request	Variance
Salaries and Benefits	\$0	\$0	\$0
Contracted Services and Insurance	53,900	59,700	5,800
Utilities	30,250	28,000	(2,250)
Supplies	8,000	8,000	-
Repairs to Facilities and Equipment	8,500	10,500	2,000
Miscellaneous	2,000	0	(2,000)
Total	\$102,650	\$106,200	\$3,550

We are requesting approximately \$3,500 in additional funding for this center. A majority of the requested increase in funding is associated with increased security costs associated with this location.

Dunn Center:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$40,000	\$49,400	\$9,400
Contracted Services and Insurance	51,050	59,300	8,250
Utilities	41,750	43,250	1,500
Supplies	875	3,625	2,750
Repairs to Facilities and Equipment	1,000	5,000	4,000
Miscellaneous	14,250	14,250	-
Total	\$148,925	\$174,825	\$25,900

As can be seen above, we are requesting approximately \$26,000 in additional costs associated with the Dunn Center. The largest increases are associated with market wage issues discussed earlier for salaries and benefits as well as contracted security services.

CENTRAL CAROLINA COMMUNITY COLLEGE
Lee County Budget Request
For Fiscal Period 2022-2023

Total Budget Request:

	2022 Approved	2023 Request	Variance
Current Expense	\$ 3,089,100	\$ 3,512,305	\$ 423,205
Capital Expense	75,000	100,000	25,000
Promise Program	200,000	250,000	50,000
Total	\$ 3,364,100	\$ 3,862,305	\$ 498,205

The chart above indicates we are requesting approximately \$500,000 in additional funding. Information about the current expense request is listed below and on the next few pages. We are requesting \$100,000 in capital expense funding to complete a number of sidewalk and parking lot improvements, install some additional handicapped door operators, upgrade a lighting control panel, and some minor equipment.

Current Expense Breakdown:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 1,387,747	\$ 1,561,400	\$ 173,653
Contracted Services and Insurance	479,793	635,090	155,297
Utilities	807,002	886,060	79,058
Supplies	169,325	178,750	9,425
Repairs to Facilities and Equipment	208,407	221,500	13,093
Miscellaneous	36,826	29,505	(7,321)
Total	\$ 3,089,100	\$ 3,512,305	\$ 423,205

The current expense budget breakdown is shown above for all campuses and sites. The largest increases in current expense are associated with increases in salary and benefit costs and increases in contracted services associated with campus security. We have seen extreme pressure in both areas to increase wages. The General Assembly implemented a \$15 per hour minimum for state funded positions and we are attempting to increase our county funded employee minimum from \$11.15 per hour to \$13.95 per hour to remain competitive with the current market. We are also projecting increases in utility costs and have seen increases in supply costs. The breakdowns by locations contained on the pages immediately following provides additional information about the reasons for the various increases and decreases for each item.

Break Down by Campus

Lee Main Campus:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 1,264,247	\$ 1,416,400	\$ 152,153
Contracted Services and Insurance	359,178	512,500	153,322
Utilities	620,152	629,500	9,348
Supplies	149,175	162,000	12,825
Repairs to Facilities and Equipment	190,907	180,000	(10,907)
Miscellaneous	19,826	29,005	9,179
Total	\$ 2,603,485	\$ 2,929,405	\$ 325,920

We are requesting approximately \$325,000 in additional funding for the Lee Main Campus. The largest increases in current expense are associated with increases in salary and benefit costs and increases in contracted services associated with campus security. We have seen extreme pressure in both areas to increase wages. The General Assembly implemented a \$15 per hour minimum for state funded positions and we are attempting to increase our county funded employee minimum from \$11.15 per hour to \$13.95 per hour to remain competitive with the current market. We are also projecting increases in utility costs and have seen increases in supply costs.

Emergency Services Training Center:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 43,500	\$ 49,500	\$ 6,000
Contracted Services and Insurance	47,500	43,300	(4,200)
Utilities	42,500	47,090	4,590
Supplies	9,150	5,775	(3,375)
Repairs to Facilities and Equipment	5,500	7,000	1,500
Miscellaneous	2,000	500	(1,500)
Total	\$ 150,150	\$ 153,165	\$ 3,015

As can be seen from the above chart, we are requesting approximately \$3,000 in additional funding for the Emergency Services Training Center.

Center for Workforce Innovation:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 80,000	\$ 95,500	\$ 15,500
Contracted Services and Insurance	57,750	63,840	6,090
Utilities	104,750	105,600	850
Supplies	3,500	3,775	275
Repairs to Facilities and Equipment	5,000	17,500	12,500
Miscellaneous	12,500	-	(12,500)
Total	\$ 263,500	\$ 286,215	\$ 22,715

As can be seen from chart, we are requesting approximately \$22,000 in additional funding for the Center for Workforce Innovation. The largest area of increase relates to increases in salary and benefits costs as discussed on earlier pages of this document.

Howard-James Innovation Center:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ -	\$ -	\$ -
Contracted Services and Insurance	4,765	4,850	85
Utilities	27,600	28,510	910
Supplies	6,000	5,625	(375)
Repairs to Facilities and Equipment	6,000	16,000	10,000
Miscellaneous	2,500	-	(2,500)
Total	\$ 46,865	\$ 54,985	\$ 8,120

We are requesting approximately \$8,000 in additional funding for the Howard-James Innovation Center. The largest area of increase is in repairs to facilities and equipment. We are exploring an option to create a temporary space for manufacturing programming until the Moore Center is completed. The equipment will be movable; however, additional wiring will be needed to allow for this training.

Early College Modular Units:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ -	\$ -	\$ -
Contracted Services and Insurance	10,600	10,600	-
Utilities	12,000	12,360	360
Supplies	1,500	1,575	75
Repairs to Facilities and Equipment	1,000	1,000	-
Miscellaneous	-	-	-
Total	\$ 25,100	\$ 25,535	\$ 435

As can be seen from the above chart, we are requesting approximately \$400 in additional funding for the Early College Modular Units.

CENTRAL CAROLINA COMMUNITY COLLEGE
Dennis Wicker Civic Center
For Fiscal Period 2021-2022

Current Expenses:

	2022 Approved	2023 Request	Variance
Salaries and Benefits	\$ 249,159	\$ 280,906	\$ 31,747
Contracted Services and Insurance	44,950	46,950	2,000
Utilities	94,400	99,225	4,825
Supplies	14,800	17,300	2,500
Repairs to Facilities and Equipment	5,000	10,000	5,000
Miscellaneous	8,850	8,850	-
Total	\$ 417,159	\$ 463,231	\$ 46,072

As can be seen in the breakdown above, we are projecting expenses to increase in the next fiscal year. We have seen an increase in usage at the Civic Center and have had a corresponding increase in part-time salaries related to event setups.

Funding Request for Current Expenses Budget

	2022 Budget	2023 Request	Variance
Lee County Motel Tax	\$ 267,229	\$ 267,229	\$ -
Lee County Appropriation	64,930	71,002	6,072
Civic Center Revenue	85,000	125,000	40,000
Operating Budget	\$ 417,159	\$ 463,231	\$ 46,072

We have seen an increase in events being held at the Civic Center and see our rental revenues starting to track more closely to our normal levels. We are projecting a significant increase in rental revenues for the next fiscal year. We are also requesting an approximately \$6,000 increase in either Lee County Appropriations or Lee County Motel Tax revenue.

Lee County Promise MOU

This MOU is not finalized at this time. Our contract administrator is working with the county's attorney. We are hoping to have it available at the time of our meetings.

Red - Remove

Central Carolina Community College
Fee Listing 2021-2022 Proposed 2022 - 2023

Yellow – Update/Add

The State Board of Community Colleges established a policy on July 19, 2002 allowing local boards to set fees to help offset costs of programming in which supplies and associated costs are higher than normal. The local board is to set fees and review and approve fees on an annual basis. Our board has delegated to the President the responsibility for establishing new fees on an interim basis when needed and to bring these items to the board for annual review.

Special fees fall into four categories:

1. System-wide fees (which can only be approved at the state level)
2. Student activity fees
3. Parking/security fees
4. Specific fees (consumable expenditures, patron fees)

CCCC has in place one system-wide fee, a series of specific fees and a student activity fee.

System-wide Fees

Computer Technology Fee:

Full-time	\$16.00
Half time or less	\$ 8.00

Student Activity Fees

All students	\$35.00
Summer	\$ 5.00
Continuing Education	\$ 1.25

Parking/Security Fees

All Curriculum Students	\$10.00 Fall & Spring
Continuing Education	\$ 1.00 per class

Specific Fees

Air Conditioning, Heating, and Refrigeration Technology

ACHR 160	\$25.00
ATI PN Predictor	\$65.00

ATI TEAS \$65.00

Barbering, Cosmetology & Esthetics Malpractice Insurance

By program	\$20.00 per semester
Barbering student permit	\$25.00 (must have 10 days prior to class start date)
Distance Education	\$15.00

Healthcare Malpractice Insurance

Curriculum	\$20.00 per semester
Continuing Education	\$10.00 per semester

Human Services Technology WBL 111

Background Check Fee	\$24.00
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Test Proctoring (AAC) \$10.00

Continuing Education Courses List of Fees:

Insurance Fees

Medical Malpractice Insurance	\$10.00
Student Insurance	\$ 0.60

Supply Fees

Art/Painting	\$10.00 to \$50.00
Arts and Crafts	\$10.00 to \$100.00
Automotive Restoration	\$20.00
Basic Photography	\$10.00 to \$100.00
Basic Rider Course	\$20.00
CDL/DTP (Fuel)	\$575 to \$750
Ceramics	\$10.00 to \$100.00
Computer Classes	\$5.00 to \$35.00
Construction	\$10.00 to \$100.00
Cooking Classes	\$5.00 to \$35.00
Jewelry	\$5.00 to \$35.00
Motorcycle Rider Safety	\$20.00
Pottery Classes	\$5.00 to \$35.00
Pottery Classes – gas & glaze	\$10.00 per course
Stained Glass Design	\$20.00 to \$150.00
Welding	\$30.00 to \$100.00
Woodblock Fee	\$10.00 to \$50.00

Public Service Certification Cards

ACLS Card	\$10.00
AMLS Card	\$15.00
Basic Life Support CPR Card	\$ 7.00
EPC Card	\$15.00
GEMS Card	\$10.00
Heartsaver CPR Card	\$20.00
OSHA 10 Safety Card	\$ 8.00
PALS Card	\$10.00
PHTLS Card	\$15.00

Access Fees

Online Class Texts	\$20.00 to \$50.00
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College and Career Readiness

GED Fee (State Mandated)	\$20.00 per test (4 tests)
HiSet Paper Based Test	\$15.00 per test (5 tests)
HiSet Computer Based Test	\$10.75 per test (5 tests)

WorkKeys Assessments

ACT's National Career Readiness Certificate (NCRC) Exams \$25.00 each

Live Project Fees

23 NCAC 02D.0310 – “Live Projects are defined as... (a)(2) Education programs that produce goods that are sold or services for which charges are made, such goods or services being a normal and necessary product of the learning activities of students.”

Revenues from “live project” programs are deposited in institutional accounts to be used to support operations of the program which generates the income.

Central Carolina Culinary Institute

The Central Carolina Culinary Institute will charge patron fees for meals sold to students and faculty as well as college caterings. These meals will be price appropriate depending on the foods offered. Fees range between \$1 and \$14. Example of fees: Breakfast Biscuits \$1, Lunches \$5, Dinners \$12, Caterings \$8. These fees are charged in exchange for foods prepared across the Culinary Institute in all Counties that the college serves.

Sustainable Agriculture Program

Farm produce is offered through a cooperative (CSA) at a price of \$20.00 per week.

Other Program Fees

CDL/Truck Driver Training Program

BAT Confirmation	\$40.00
BAT Initial (Breath Alcohol Testing)	\$25.00
DOT Drug Screen	\$45.00
DOT Physical	\$85.00

Emergency Services Training Fees

Individual Component Prices:

Background Check	\$ 28.00	\$30.24
Drug Test	\$ 53.00	\$57.24
National Registry Initial Practical Exam	\$100.00	
Retesting of exams	\$ 25.00 to \$100.00	

Curriculum Health Sciences: *(Additional cost-not included in tuition and fees cost)*

Associate Degree Nursing, Practical Nursing, Dental Hygiene, Dental Assisting, Medical Assisting, Medical Sonography, Health Information Technology and Veterinary Medical Technology programs have a joint agreement with a vendor to provide background checks, drug screenings, and immunization record services.

Full Package: \$141.00 \$121.00 (ST – Criminal – NC, Drug Test, Social Security Alert, Residency History, Document Manager CRR, Medical Document Manager CRR, and eLearning Tracker) Background check, 12 panel drug test, Healthcare portal document manger, eLearning tracker.

Individual Component Prices:

Additional Test Prices:

\$53.00 – Panel Drug Test

\$30.00 – St – Criminal – NC, NW record indicator with SOI, and Residency History

\$46.00 – Drug Test

\$30.00 – eLearning Tracker

\$66.00 includes a drug test and background recheck

Lab Kits for RN charged in NUR111 and for PN charged in NUR101.

CCCC Nursing Department Program Student Fees: *(Included in tuition and fee cost)*

Program	Course	Supplies	Cost
Associate Degree	NUR 111	Lab Kit	\$160.00
Nursing (A45110)	NUR 111, 112, 114, 211, 213, 214	ATI Fee	\$572.45
Practical Nursing	NUR 101	Lab Kit	\$160.00
Diploma (D45660)	NUR 101, 102, 103	ATI Fee	\$659.83

CCCC Dental Program Student Fee

Program	Course	Supplies	Cost
Dental Assisting (A45240)	DEN 101	Dental Typodont	\$380.00 \$ 395.00
	DEN 106	SIMTICS	\$ 70.00
Dental Hygiene (A45260)	DEN 121	Dental Typodont	\$ 345.00
	DEN 121	Dental Instruments	\$1,225.00
	DEN 121	Dental Handpiece	\$ 310.00
	DEN 221	Dental Instruments	\$ 565.00

Course Requirement: Initial clinical course requirement

Program	Courses
Dental Assisting (A45240)	DEN 101
Dental Hygiene (A45260)	DEN 121
Medical Assisting (A45400)	MED110
Nursing – ADN (A45110)	NUR 111

Nursing – LPN (D45660) NUR 101
Veterinary Medical Technology (A45780) VET 101

Emergency Services Training Center
FACILITY RENTAL FEES

Commercial User Rates-

Building 1:	\$150/day (Classroom, Restrooms, Vending)
Building 2:	
Vending/Restrooms with rental of track or grounds	\$50/day
Classroom 116, 118, 120 (24 person)	\$125/day each
Multi-Purpose Room 121 (80 person)	\$225/day
Driving Track/Grounds	\$1,000/day (no half days, \$250 non-refundable deposit required)

Private/Non-Profit User Rates

Building 1:	\$100/day (Classroom, Restrooms, Vending)
Building 2:	
Vending/Restrooms with rental of track or grounds	\$50/day
Classroom 116, 118, 120 (24 person)	\$75/day each
Multi-Purpose Room 121 (80 person)	\$150/day
Driving Track/Grounds	\$1,000/day (no half days, \$250 non-refundable deposit required)

The burn building and the rescue building are not available for rental. These facilities may only be used for CCCC training activities.

NOTE:

1. Normal operating hours (days) are from 8:00 a.m. to 5:00 p.m. Monday thru Thursday and Friday 8:00 am to 3:30 p.m. Closed all holidays and on Fridays during the months of June and July. After hours, special accommodations will be considered on a case-by-case basis at the discretion of ESTC's Director. An additional fee of \$50 an hour will apply to after hour functions to cover staffing costs.
2. Training extending over the scheduled time can result in an additional day's rental fee. All attempts should be made to have training completed, site cleaned and cleared within the scheduled time.
3. Furniture may not be removed from any classrooms.
4. Furniture may be rearranged in the classroom to accommodate the class but must be put back in its original position prior to leaving facility.
5. Classrooms should be left clean and in order, all trash cans must be emptied and trash taken to the dumpster provided.

6. There are no overnight facilities or on-site camping.
7. The Emergency Service Training Center is a tobacco free campus and use of these products on college grounds is strictly prohibited.
8. Alcoholic beverages are strictly prohibited.

Central Carolina Community College

Barbering Price List

Shampoo and Style ✂		Chemical Services ✂✂	
*Price is based on length and density of hair. Consultation must occur before price is given		*Price is based on length and density of hair. Consultation must occur before price is given	
Shampoo & Set	\$6.00	Permanent Wave	\$25.00
Shampoo & Blow Dry Style	\$6.00	Designer/Soft Curl Permanent Wave	\$40.00
Shampoo & Style (with Thermal Iron)	\$10.00	Relaxer (Retouch)	\$35.00
Shampoo, Style & Haircut (with Thermal Iron)	\$12.00	Relaxer (Virgin)	\$40.00
Custom Styling *Price is based on length and density of hair. Consultation must occur before price is given		Hair Straightening System	\$50.00
		Temporary Color Rinse (excluded from discount)	\$2.00
Basic/Doobie Wrap (with Thermal Iron)	\$8.00	Semi or Demi Color	\$15.00
Rod Set	\$15.00	Permanent Color (Virgin)	\$40.00
Spiral Design (with Thermal Iron)	\$15.00	Permanent Color (Retouch)	\$35.00
Fashion Style (Up-Do)	\$15.00	Color Correction	\$40.00
Fashion Style (Design)	\$30.00	Hair Lightening (Virgin)	\$40.00
Finger Wave Style (with Rod Set)	\$20.00	Hair Lightening (Retouch)	\$35.00
Wig Set and Style	\$6.50	Highlighting or Lowlighting (Full Head)	\$40.00
Hair Cuts ✂		Highlighting or Lowlighting (Partial Head)	\$30.00
Hair Cut (Dry)	\$6.00	Highlighting and Low-lighting (Full Head)	\$45.00
Hair Cut (with Shampoo)	\$7.00	Highlighting and Low-lighting (Partial)	\$35.00
Scalp Treatments		Fashion Color (per foil)	\$2.00
Scalp and Hair Treatment	\$10.00	Toner/Gloss(à la carte)	\$20.00
Dandruff Treatment	\$8.00	Special Pricing (✂) Indicates services offered at 1/2 price and (✂✂) indicates services offered at \$5 off for: Senior Citizens (55+), CCCC Staff and Students, Cosmetology Students Immediate Family. Refer to the program price list for Cosmetology student pricing. Chemical services include a haircut at no charge.	
Hot Oil Treatment	\$8.00		
Hair Mask Treatment	\$8.00		
Hair Removal			
Eyebrow Waxing	\$10.00		
Lip Waxing	\$8.00		
Chin Waxing	\$8.00		
Facials			
Basic Facial	\$10.00		
*Clients with hair that is below the shoulder and/or thick in density will be charged double for shampoo & styling services and an additional fee of \$10 for chemical services.			

Central Carolina Community College

COSMETOLOGY PRICE LIST

Shampoo and Style ✂️		Chemical Services ✂️✂️	
<i>(*)Price is based on length and density of hair. Consultation must occur before price is given. See special pricing)</i>		<i>(*)Price is based on length and density of hair. Consultation must occur before price is given. See special pricing.)</i>	
Shampoo & Set	\$6.00	Permanent Wave	\$25.00
Shampoo & Blow Dry Style	\$6.00	Designer/Soft Curl Permanent Wave	\$40.00
Shampoo & Style (with Thermal Iron)	\$10.00 \$12.00	Relaxer (Retouch)	\$35.00
Shampoo, Style & Haircut (with Thermal Iron)	\$12.00 \$14.00	Relaxer (Virgin)	\$40.00
Custom Styling <i>*Price is based on length and density of hair. Consultation must occur before price is given</i>		Hair Straightening System	\$50.00
		Temporary Color Rinse (excluded from discount)	\$2.00
Basic/Doobie Wrap (with Thermal Iron)	\$8.00	Semi or Demi Color	\$15.00
		Semi/Demi/Permanent Color (Virgin)	\$40.00
Rod Set	\$15.00	Permanent Color (Virgin)	\$40.00
		Semi/Demi/Permanent Color (Retouch)	\$35.00
Spiral Design (with Thermal Iron)	\$15.00	Permanent Color (Retouch)	\$35.00
Fashion Style (Up-Do)	\$15.00	Color Correction	\$40.00
Fashion Style (Design)	\$30.00	Hair Lightening (Virgin)	\$40.00
Finger Wave Style (with Rod Set)	\$20.00	Hair Lightening (Retouch)	\$35.00
Wig Set and Style	\$6.50	Highlighting or Lowlighting (Full Head)	\$40.00
Hair Cuts ✂️			
Hair Cut (Dry)	\$6.00	Highlighting or Lowlighting (Partial Head)	\$30.00
Hair Cut (with Shampoo)	\$7.00		
Scalp Treatments		Highlighting and Low-lighting (Full Head)	\$45.00
Scalp and Hair Treatment	\$10.00		
Dandruff Treatment	\$8.00	Highlighting and Low-lighting (Partial)	\$35.00
Hot Oil Treatment	\$8.00		
Hair Mask Treatment	\$8.00	Fashion Color (per foil, limit of 6 foils)	\$2.00
Hair Removal and Tinting		Toner/Gloss(à la carte)	\$20.00
Lash & Brow Tinting	\$6.00	Nail Care	
Eyebrow Waxing	\$10.00	Basic Manicure	\$7.50
Lip Waxing	\$8.00	French/Gel Manicure	\$10.00 \$12.00
Chin Waxing	\$8.00	Basic Pedicure	\$17.00
Facials and Makeup		French/Gel Pedicure	\$20.00
		Polish Change	\$5.00
Basic Facial	\$18.00	Gel Polish Change	\$7.00
Make- up Application	\$8.00	Nail Clipping (à la carte)	\$5.00

Special Pricing

(X) Indicates services offered at $\frac{1}{2}$ price and (XX) indicates services offered at \$5 off for: Senior Citizens (55+), CCCC Staff and Students, Cosmetology Students' Immediate Family. Refer to the program price list for Cosmetology student pricing. Chemical services include a haircut at no charge. *Clients with hair that is below the shoulder and/or thick in density will be charged double for shampoo & styling services and an additional fee of \$10 for chemical services.

- (X) Indicates services offered at $\frac{1}{2}$ price and (XX) indicates services offered at \$5 off for:
- Senior Citizens (55+), CCCC Staff and Students, Cosmetology Students' Immediate Family. Refer to the program price list for Cosmetology student pricing.
- Clients with hair that is below the shoulder and/or thick in density will be charged double for shampoo and styling services, and a \$12 (non-discounted) fee will be added for each additional perm box/color tube used.
- Chemical services include a haircut at no charge.

Please note the Esthetics Price List has been revised and updated below.

Esthetics Price Listing

Facials

Basic Facial	\$12.00	18.00
European Facial	\$16.00	22.00
Express Facial	\$ 8.00	12.00
☞☞ Light Therapy Facial	\$20.00	25.00
☞☞ Basic Oxygen Facial	\$30.00	
☞☞ European Oxygen Facial	\$55.00	
☞☞ Microcurrent Facial	\$40.00	
☞☞ Enzyme Facial	\$26.00	
☞☞ Chemical Peels	\$30.00	
☞☞ Microdermabrasion	\$40.00	
☞☞ Microdermabrasion (Oxygen & Enzyme)	\$65.00	55.00

Body Treatments

Back Treatment	\$16.00	22.00
Foot and Leg Treatment	\$10.00	
Hand and Arm Treatment	\$10.00	

Hair Removal

Chin/Lip	\$ 4.00	8.00
Eyebrows	\$ 6.00	10.00
Lip	\$ 4.00	
Axilla	\$10.00	
Arms	\$16.00	20.00 – 40.00
Full Leg	\$20.00	40.00
Half leg	\$16.00	20.00
Chest or Back	\$26.00	
Bikini	\$20.00	25.00

Make-Up

(Complementary make-up with any facial service)

Specialty makeup	\$10.00	15.00
Artificial Lashes	\$ 8.00	15.00

Tinting

Eyebrow Tinting	\$ 5.00
Lash Tinting	\$ 5.00

À la carte

☞☞ Light Therapy	\$10.00	
Hand/Foot Paraffin	\$ 6.00	10.00
Foot Paraffin	\$10.00	
Aromatherapy (per essential oil).....	\$ 1.00	2.00

Special Pricing

The double leaf symbol (🍃🍃) indicates services offered at \$5 off for:

- Senior Citizens (age 55 and older)
- CCCC Staff and Students
- Family of Esthetics Students (Parents, Grandparents, Spouse and Children)
- Refer to the Barbering, Cosmetology and Esthetics Department Price List for department student pricing.

Central Carolina Community College ESTHETICS PRICE LIST

Facials		Waxing	
Basic Facial	\$18.00	Eyebrows	\$10.00
European Facial	\$22.00	Chin/Lip	\$8.00
Express Facial	\$12.00	Chest/Back	\$40.00
Custom Facial (Acne, anti-aging, Light Therapy, Paraffin, Rosacea)	\$25.00	Arms:	
		Half Arm (up to elbow)	\$20.00
		Full Arm (up to shoulder)	\$40.00
Chemical/Enzyme Peel 🍃🍃	\$45.00	Underarms	\$12.00
Microdermabrasion 🍃🍃	\$55.00	Bikini	\$25.00
Microcurrent 🍃🍃	\$55.00	Half Leg	\$20.00
Back Treatment	\$22.00	Full Leg	\$40.00
Make-up		Add On Services	
Artificial Lashes	\$15.00	Aromatherapy (per essential oil)	\$2.00
Specialty Makeup Session	\$15.00	Foot /Hand Paraffin	\$10.00
Basic Makeup Session	\$8.00		
Special Pricing			
(🍃🍃) Indicates services offered at \$5 off for:			
Senior Citizens (55+), CCCC Staff and Students, Cosmetology Students Immediate Family, Refer to the program price list for Cosmetology student pricing.			

Cosmetology, Barbering, and Esthetics Special Fee Items

- At the discretion of the Department Chair and with Dean approval, the Board of Trustees allows flexibility to offer special pricing or gift certificates for community events, college networking and to recruit clients for the clinic. Pricing would cover the cost of professional products utilized for the services rendered.
 - Rationale— Students are required by State Board and the College to complete a specific number of services to successfully complete each program. Offering services at a reduced rate will help ensure our salon has an adequate number of patrons to allow students to get their required services.
- At the discretion of the Department Chair and with the Dean's approval, the Board of Trustees allows free services for community organizations such as nursing homes, Boys and Girls Club, and similar organizations. One community organization would be allowed per semester for each of the Barbering, Cosmetology and Esthetics programs to offer basic Haircuts, Facials and Manicures free of charge.
 - Rationale— Students are required by State Board and the College to complete a specific number of services to successfully complete each program. Offering services at a reduced rate will help students to achieve this requirement. This also is a public service to the community. This is a win-win-win proposition—good for the students, the college and the community we serve.
- The Board of Trustees allows instructors and students of the Barbering, Cosmetology and Esthetics Programs to receive services from any of the three programs at a reduced charge. Students and instructors would receive free basic services and ½ off of chemical and advanced services. The basic services are indicated on each program price list with one symbol above the service column or next to the service (comb & shears or leaf) and the chemical/advanced services are indicated with two symbols (comb & shears or leaf).
 - Rationale— Students are required by State Board and the College to complete a specific number of services to successfully complete each program. Offering services at a reduced rate will help students to achieve this requirement.
- For the esthetics students, the Board of Trustees allows each student to receive free vouchers that can be used for services on any clients. Each student would receive 40 vouchers (10 for Microdermabrasion, 10 for Chemical Peels, 10 for European O2 Facials and 10 for Microcurrent Facials). Vouchers would be non-transferable and would expire at the end of the program for each student. Vouchers would be invalidated if a student withdraws from the program. Use of the vouchers would be monitored, managed and recorded the full-time esthetics instructor.
 - Rationale—Students are required by State Board and the College to complete a specific number of services to successfully complete the program. In Esthetics, some of these services (\$26.00 - \$65.00 per treatment) are cost prohibitive for clients and even students at the ½ off pricing. Giving students vouchers will ensure they are able to complete the minimum required performances and qualify

to sit for the State Board exam. Otherwise, cost could be a barrier to learning and success.

- The Board of Trustees allows the following special pricing for Barbering, Cosmetology and Esthetics Department employees and students to be used outside of the voucher system:
 - Basic Oxygen Facial - \$12
 - European O2 Facial - \$15
 - Microdermabrasion - \$15
 - Oxygen Microdermabrasion - \$20
- Rationale—the prices for advanced treatments within the Esthetics Department are much higher than those of the Cosmetology and Barbering Programs (due to the equipment and product used). The voucher system ensures students are able to perform the minimum services required by the State Board. This special pricing allows students to get additional practice needed to be proficient and instill confidence. The Special Pricing does cover the cost of professional products utilized for the services rendered and equipment usage.

Central Carolina Community College

Manicuring/Nail Tech PRICE LIST

Manicure		Add On Services	
Basic Manicure	\$7.50	Soak Off	\$3.00
Manicure with Gel/French	\$10.00 12.00	Repair (per nail)	\$1.50
Gel Polish Change	\$7.00	Nail Art (per 2 fingers)	\$5.00
Basic Pedicure	\$17.00	Polish Change	\$5.00
Pedicure with Gel/French	\$20.00		
Acrylic Full Set	\$15.00		
Acrylic Fill-In	\$8.00		
Pink & White Full Set (gel/acrylic)	\$20.00		
Pink & White Fill-In (gel/acrylic)	\$18.00		
Gel Full Set	\$18.00		
Gel Fill-In	\$10.00		

Massage Therapy Price Listing

20 Minute Chair Massage (w/hot stones) \$10.00

60 Minute Full Body Massage (w/hot stones) \$35.00

Additional Information:

Student Name Tags \$ 5.00

Employee Discount for Services \$10.00

Central Carolina Community College

NATURAL HAIR CARE PRICE LIST

Shampoo and Style ✂		Scalp Treatments	
Shampoo ✂	\$4.50	Scalp and Hair Treatment	\$10.00
Shampoo & Style (with Thermal Iron) ✂	\$10.00		
Custom Styling <i>*Price is based on length and density of hair. Consultation must occur before price is given</i>			
Flat Twists	\$5.00	Up-style	\$15.00
Twists	\$10.00	Artificial Hair Decorations	\$30.00
Two Strand Twists	\$25.00 w/o artificial hair \$40.00 w/ artificial hair	Loc Maintenance	\$20.00
Hair Locking	\$30.00	Braid Removal	\$15.00
Individual braids	\$25.00 w/out artificial hair \$40.00 w/ artificial hair	Special Pricing (✂) Indicates services offered at 1/2 price for: Senior Citizens (55+), CCCC Staff and Students, Cosmetology Students' Immediate family. Refer to the program price list for COS student pricing. *Clients with hair that is below the shoulder and/or thick in density will be charged double for shampoo & styling services and an additional fee of \$10 for custom styling.	
Cornrows: Child	\$12.00 w/o artificial hair \$15.00 w/ artificial hair		
Adult	\$15.00 w/o artificial hair \$20.00 with artificial hair		

State/County Budget Updates

An update on the State and County budgets will be provided during the Finance Committee meeting.

Discussion of revised State purchase and contract regulations

This item is a placeholder for discussions to obtain guidance from the board related to changes in purchase and contract regulations made by the state. We will also discuss this item as part of the board retreat.

Discuss changes on the State Retirement System letter related to contribution-based cap legislation

This item is a placeholder for discussions of changes listed on the State Retirement System letter related to contribution-based cap legislation.



BOARD OF TRUSTEES BUILDING AND GROUNDS COMMITTEE AGENDA

Date of Meeting:

April 25, 2022

Time: 10:30 AM

Committee Members: George Lucier, Chair
Bill Tatum
Jim Crawford

Consent Agenda Items

1. Approve advertising for open end design agreement

Full Board Items

1. Moore Center Updates/Project Approvals
2. Award Roofing Contract for Chatham Building 42 Roofing Project
3. Award Roofing Contract for Harnett Miriello Roofing Project

For Information Only

1. Kelly Drive Relocation Update
2. Update on minor construction projects

Approve advertising for open end design agreement

Background:

The Board of Trustees recently approved the college's facility master plan. Several new construction and renovation projects were included in that plan. College staff determined that assistance from a designer would be necessary to further develop plans and estimated costs associated with these projects. Information about open end design agreements is included in the attached State Board Code.

Request:

College staff request the Board of Trustees approve advertising for an open end design agreement and having the board select a designer during the July Board meeting.

1H SBCCC 400.5 Open-End Design Agreements

A board of trustees of a community college may enter into open-end design agreements. An open-end design agreement is an annual service agreement for professional design services provided on a routine or as needed basis for miscellaneous projects as described in 01 NCAC 30D .0302(f). These open-end design agreements are subject to the following limitations:

- (1) The college shall publicly announce an open-end design agreement pursuant to 23 NCAC 02D .0605 to inform interested designers of the college's need for an open-end agreement for design services.
- (2) The college board of trustees shall select the designer for open-end design agreements in accordance with the college's designer selection procedures for informal capital improvement projects.
- (3) The total estimated cost of each informal capital improvement project shall not exceed the maximum expenditure established by G.S. 143-64.34 for each informal capital improvement project that can be designed using the services of a designer secured through an open-end design agreement.
- (4) The initial term of the open-end design agreement shall be the same as the initial term established for fixed term contracts in 01 NCAC 30D .0302(f).
- (5) Design fees for any single project designed under an open-end design agreement shall not exceed the single project monetary limit established for a fixed term contract by 01 NCAC 30D .0302(f).
- (6) Regardless of the number of projects during the initial term of an open-end design agreement, the total amount of fees paid under an open-end design agreement during its initial term shall not exceed the maximum fees payable under a fixed term contract during the fixed term contract's initial year as established by 01 NCAC 30D .0302(f).
- (7) A board of trustees of a community college may extend the initial term of the original open-end design agreement for a maximum of one additional year.
- (8) The maximum amount payable under an open-end design agreement during any additional term after the initial term shall not exceed the maximum amount payable under a fixed term contract during any additional term after the initial term as established by 01 NCAC 30D .0302(f).

- (9) If the term of an open-end design agreement is extended for one additional year and regardless of the number of projects, the sum of the fees paid for the initial term of the agreement and for the yearlong extension shall not exceed the limitation established by the State Building Commission for the maximum amount payable under fixed term contracts in 01 NCAC 30D .0302(f).
- (10) A community college shall not have more than one open-end design agreement with the same firm at the same time.

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

Eff. [November 1, 2015](#).

Moore Center Updates /Project Approvals

College staff will provide updates about the Moore Center. The board of trustees may be asked to consider a lease for the site, approving the project, and/or proceeding with advertising for a designer for this project.

Award Roofing Contract for Chatham Building 42 Roofing Project

Background:

During the February Board of Trustees meeting, the board approved moving forward with the Chatham Building 42 Roof replacement project. The budget for this project is \$495,000 and is funded by Chatham County in the 2022-2023 fiscal year. College staff members completed the bid project and have discussed with the contractor that this project would need to start after July 1st.

Bid Evaluations:

The low bidder for the project was GMG. Each bidder provided several options for us to consider. College staff recommends the 40 year hot applied roofing system and installing factory coping. We have sufficient budget to complete this project.

Approved Budget	495,000
Design Agreement	3,500
40 Year Hot Applied Roofing System	281,000
Install Factory Coping	18,000
Contingency	14,950
Total	317,450

Recommendation:

College administration recommends awarding the bid to GMG.

			Roof Replacement of General Classroom and Science Lab Bldg 42						
				Central Carolina Community College Pittsboro NC					
						3/21/2022			
Contractors				GMG	Hamlin	Team	Triangle	Wayne	
Bid Item 1 30 Yr Hot Applied				207,000	339,279	471,400	580,200	299,800	
Bid Item 2 40 Yr Hot Applied				281,000	369,626	491,450	603,800	384,200	
Bid Item 3 30 Yr Cold Applied				246,000	373,264	464,144	534,600	398,950	
Bid Item 4 40 Yr Cold Applied				284,000	406,452	584,194	558,300	512,800	
Bid Alternate Factory Coping				18,000	6,217	25,000	15,000	12,000	
Repair Metal Decking				12	7	8.5	12	15	
Replace Metal Decking				14	10	12.5	27	30	
Replace Wet Insulation				4	5	10	30	30	
Wood Blocking 2x6				8	6.75	5	10	10	
Wood Blocking 2x8				10	7.75	6	12	12	
Wood Blocking 2x10				12	8.75	7	14	16	
Complete Work				30	6	30	90	30	
Days a week				5	4	5	5	5	
Start Work				14	30	30	60	45	
Acknowledge Addendum				Y	Y	Y	Y	Y	
MWBE				Y	Y	Y	Y	Y	

Award Roofing Contract for Harnett Miriello Roofing Project

Background:

During the February Board of Trustees meeting, the board approved moving forward with the Harnett Miriello Roof replacement project. The budget for this project is \$509,696.06 and is funded by Connect NC Bond Funds. College staff members completed the bid project and have discussed with the contractor that this project can start immediately upon approval by the Board of Trustees.

Bid Evaluations:

The low bidder for the project was GMG. Each bidder provided several options for us to consider. College staff recommends the 30 year hot applied roofing system, installing factory coping and approving the replacement of a skylight. We have sufficient budget to complete this project.

Approved Budget	509,696
Design Agreement	3,500
30 Year Hot Applied Roofing System	404,000
Factory Coping	25,000
Replace Skylight	8,000
Contingency	21,850
Total	<u>462,350</u>

Recommendation:

College administration recommends awarding the bid to GMG.

				Roof Replacement of Samuel R Miriello Building 33				
				Central Carolina Community CollegeLillington NC				
						3/21/2022		
Contractors				GMG	Hamlin	Team	Triangle	Wayne
Bid Item 1 30 Yr Hot Applied				404,000	606,134	637,459	781,200	498,900
Bid Item 2 40 Yr Hot Applied				528,000	662,172	644,450	807,600	680,000
Bid Item 3 30 Yr Cold Applied				469,000	614,931	736,895	741,000	660,000
Bid Item 4 40 Yr Cold Applied				546,000	670,968	741,890	766,900	849,600
Bid Alternate 1 Factory Coping				25,000	9,259	8,000	8,000	9,500
Bid Alternate 2 Skylight				8,000	28,500	22,000	11,000	3,500
Repair Lightweight Concrete				20	50	28	100	30
Wood Blocking 2x6				8	6.75	5	10	10
Wood Blocking 2x8				10	7.75	6	12	12
Wood Blocking 2x10				12	8.75	7	14	16
Complete Work				45	60	30	90	60
Days a week				5	4	5	5	5
Start Work				14	30	30	60	45
Acknowledge Addendum				Y	Y	Y	Y	Y
MWBE				Y	Y	Y	Y	Y

Updates on Minor Projects

College staff will update the Building and Grounds Committee on the status of several minor projects.



BOARD OF TRUSTEES

PROGRAMS COMMITTEE

**CONTINUING EDUCATION
AGENDA**

Date of Meeting:

April 25, 2022

Time: 9:00 AM

Committee Members:

James French, Chair
Jan Hayes
Gordon Springle

Consent Agenda Items

Full Board Agenda Items

For Information Only

1. Small Business Center – Pandemic Counseling Report
2. Customized Training Program Report
3. Employer Engagement – Careers and Apprenticeships

Small Business Center
Pandemic Counseling Report
June 2020 – December 2021

Summary:

The State Board of Community Colleges approved an allocation of funds to support additional counseling hours for each of the NC Community Colleges' Small Business Centers (SBC) at their May 15, 2020 meeting (FC 02). This allocation of funds was available through the 2020 COVID-19 Recovery Act (Session Law 2020-4) and identified to support small businesses in North Carolina communities facing economic challenges brought on by the COVID-19 pandemic.

Central Carolina Community College's Small Business Center received \$51,724 through this allocation. The funds were targeted on counseling services that included:

- General business guidance
- Assessing the economic impact of the pandemic on the business
- Strategies for scaling business operations
- Break-even and cash flow analysis
- Marketing assistance
- Review of financial obligations and planning communications with creditors
- Loan package preparation and information on funding sources
- Business resilience strategies
- Referrals to relevant sources of assistance

These additional resources were intended to support Small Business Centers in assisting the many small businesses and entrepreneurs in our communities in strategic planning and pivoting business operations to survive the impact of the COVID-19 pandemic.

Based on prior program success, the CCCC SBC received additional disbursements to be expended by December 31, 2021 on the following schedule:

January 2021	\$3,000
September 2021	\$10,000
October 2021	\$3,000

Total allocation: \$67,724

Time Period: June 1, 2020, through December 31, 2021

The total impact to date from pandemic counseling assistance:

113 Small businesses assisted through 1-on-1 counseling

9 Chatham
30 Harnett
54 Lee

561 1-on-1 counseling hours expended

7 Chatham
204 Harnett
233 Lee

111 Jobs were created or retained

4 Chatham
43 Harnett
52 Lee

9 New businesses were started

3 Harnett
6 Lee

Note – County numbers are determined by the address given by the client, which is often a home address rather than a business address.

Recent Testimonials:

I feel incredibly fortunate to have had the opportunity to work with Terri and Robin. I am not sure how I managed to get the help that I did but it was invaluable to getting my business on track. Robin was well versed in my business and was able to offer so much encouragement and advice on how to best approach marketing, my business plan and future plans for Constellate, LLC. I have been a sole proprietor for 15 years as a wedding and lifestyle portrait photographer and never touched on all the things we did. I originally reached out to the SBC because I felt that I had not given the time and attention to my photography business and wanted to make sure I was really putting forth effort for Constellate. My business is still new and it's growing. I am getting ready to launch an international retreat I will host twice a year in Iceland and hopefully will be able to add on additional positions and assistants for those events. I cannot recommend this enough. I am truly excited to see where I am a year from now. Thank you, Terri and CCCC for giving me this opportunity!

*-Libby McGowan, Contellate LLC
(Opened in downtown Jonesboro district on November 30, 2021)*

I have worked in the business world for a number of years, (R3 counselor) Robin is one of the most well-rounded experts in her field that is out there in this space at this moment. Even more

impressive is the time she took to understand our business, our business need, our future wants, and needs, Taking the information and tying it into a successful model that not only took current and future business trends into consideration and the unique value position we have in the meal delivery space.

-James Jones, The Debonair Chef.

Working with a marketing expert helped me create a plan, set goals with targeted strategies for effective branding and expansion of our customer base. It was a pleasure to learn from such a knowledgeable and personable individual. I'm sure my business will benefit from this experience.

*Shauna Noel-Robinson, Tasting Queens Market
(Opened in downtown Sanford on Nov 16, 2021)*

Customized Training Program - Report

Summary:

The Customized Training Program supports the economic development efforts of the State by providing education, training and support services for eligible new, expanding and existing business and industry in North Carolina (G.S. 115D-5.1) through its network of 58 community colleges, serving all 100 counties of the state. The program goal is to foster and support three key aspects of a company's well-being: Job Growth, Technology Investment and Productivity Enhancement.

The program was developed in recognition of the fact that one of the most important factors for a business or industry considering locating, expanding, or remaining in North Carolina is the ability of the State to ensure the presence of a well-trained workforce. The program is designed to react quickly to the needs of businesses and to respect the confidential nature of proprietary processes and information within those businesses.

Those businesses and industries eligible for support through the Customized Training Program include Manufacturing, Technology Intensive (i.e., Information Technology, Life Sciences), Regional or National Warehousing and Distribution Centers, Customer Support Centers, Air Courier Services, National Headquarters with operations outside North Carolina, and Civil Service employees providing technical support to US military installations located in North Carolina.

In order to receive assistance, eligible businesses and industries must demonstrate two or more of the following criteria:

- The business is making an appreciable capital investment;
- The business is deploying new technology;
- The business is creating jobs, expanding an existing workforce, or enhancing the productivity and profitability of the operations within the State; and
- The skills of the workers will be enhanced by the assistance.

Resources may support training assessment, instructional design, instructional costs, and training delivery for personnel involved in the direct production of goods and services. Production and technology support positions are also eligible for training support.

Impact

In 2021 – 2022 to date, Central Carolina Community College's Customized Training Program has six active projects totaling over \$1.5 million in funding to support training and Industry Services administration.

There are five new projects in the pipeline representing three (3) businesses in Chatham County, two (2) businesses in Lee County and a pending project in Harnett County.

Funding Purpose Code 361

Projects		
<i>Company</i>	<i>Industry</i>	<i>County</i>
<i>Bharat Forge Aluminum USA, INC</i>	Metals/Iron/Steel	Lee
<i>Caterpillar</i>	Manufacturing	Lee
<i>Coty, Inc</i>	Miscellaneous Manufacturing	Lee
<i>Frontier Yarns, Inc</i>	Textiles/Apparel	Lee
<i>Pentair</i>	Assembly Manufacturing	Lee
<i>Pfizer</i>	Pharmaceutical/Medical	Lee

These projects represent 344 individuals taking nearly 1,700 hours of customized training.

Funding Purpose Code 365

The college also supported nine (9) companies and 88 employees through the use of unrestricted funds that provide the flexibility to address limited attendance, high cost training that meet the industry eligibility guidelines but are not at the level of a project.

Businesses impacted include:

3M, Arauco, Astellas, Coty, CTI, Frontier Yarns, Liberty Tire, Mountaire Farms, and STI Polymers

Howard-James Industry Training Center

As in-person training resumed in late 2021, the HJ Industry Training Center began seeing more requests for training. To-date, in fiscal year 2021-2022, 238 hours of training was delivered and 134 trainees registered. This brings the total to 4,875 hours serving 11,411 trainees supported at the HJ Industry Training Center since opening.

Personnel

Patricia Anderson joined Industry Services as CTP Coordinator for the Bharat Forge project. She is an Industrial Engineer, coming to the role with many years of manufacturing experience including serving in Environmental Safety and Health and Quality Management positions. In 2022, Patricia became certified as an instructor for the Certified Production Technician (CPT) program as well as OSHA 10 & 30 for General Industry.

Employer Engagement

Careers and Apprenticeships

Summary:

The Employer Engagement team encompasses the CCCC Career Center, Work-Based Learning, Pre-Apprenticeship, and Apprenticeship functions and works to build relationships with employers to create opportunities for CCCC students.

CCCC Career Center Activities

Spring Job Fairs were hosted in each of the three counties of our service area over a three-week period in March. There was tremendous engagement by employers, with over 60 employers participating. Nearly 200 job seekers, including students and community members, attended the events. Employer response was broadly positive with many finding leads to new team members.

Apprenticeship Development

Central Carolina Community College's registered apprenticeships continue to grow.

New employer placement sites:

- Moen – Human Resources
 - This apprenticeship is in partnership between CCCC and the North Carolina Chapter of the Society of Human Resource Management (NCSHRM) and made possible through the hard work of Shirley Rijkse, Lead Business Instructor at CCCC and current statewide President of the NCSHRM chapter. Central Carolina Community College is the first Community College in the state to partner with NCSHRM to offer a registered apprenticeship in Human Resources.
- Heroes Heating and Cooling – HVAC

Existing employer placement sites:

- Caterpillar – Welding (Youth Apprenticeship)
- Comfort First Heating and Cooling - HVAC
- Boon Edam – Electrical Engineering Technology and Mechanical Engineering Technology
- MAS Acme – Logistics and Supply Chain
- Pfizer – Industrial Systems Technology
- Independent Garage Owners of NC – Automotive Systems Technology

Pending employer placement sites:

- Duke Health Systems – Health Information Technology
- Samet Corporation – Building Construction Technology
- Blue Ridge Power – Sustainable Energy Technology
- 3M – Industrial Systems Technology



BOARD OF TRUSTEES PROGRAMS COMMITTEE CURRICULUM AGENDA

Date of Meeting:	April 25, 2022	Time: 9:00 AM	
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Committee Members:	James French, Chair Jan Hayes Gordon Springle
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Consent Agenda Items

1. Curriculum Review Committee Actions

Program Removals

1. Removal of Career & College Promise diploma in Human Services Technology (D45380CW)
2. Removal of Career & College Promise diplomas in Early Childhood Education (D55220CW & D55220CP)
3. Removal of Career & College Promise School-Age Care Certificate (C55450)

Program Approvals

1. Approval of a Career and College Promise version of Early Childhood Preschool Certificate (C55860CP)
2. Approval of a Career and College Promise certificate for Human Services Technology (C45380CW)
3. Approval of a certificate in Welding (C50420C)
4. Approval of a Career and College Promise version of Welding certificate (C50420CP)

Program Modifications

1. Information Technology Associate in Applied Science Degree (A25590)
2. Barbering Associate in Applied Science Degree (A55110)
3. Cosmetology Associate in Applied Science Degree (A55140)
4. Dental Hygiene Associate in Applied Science Degree (A45260)
5. Human Services Technology Associate in Applied Science Degree (A54380)
6. Human Services Technology/Substance Abuse Associate in Applied Science Degree (A4538E)
7. Electrical Systems Diploma (D35130)
8. Electrical Systems Associate in Applied Science Degree (A35140)

Course Modifications

1. Basic Anatomy & Physiology (BIO-163)

2. Academic Policy Committee

State Authorization - National Council of State Authorization Reciprocity Agreements

Full Board Agenda Items	
For Information Only	
Student Learning Updates	
1.	Career Communities
2.	Community College Research Center Summer Institute
3.	SkillsUSA
4.	Local Anesthesia Training for Dental Hygiene Faculty

Curriculum Review Committee Actions

During its Spring 2022 meetings, the Curriculum Review Committee recommended the following actions:

Program Removals

1. Removal of Career & College Promise diploma in Human Services Technology (D45380CW)
2. Removal of Career & College Promise diplomas in Early Childhood Education (D55220CW & D55220CP)
3. Removal of Career & College Promise School-Age Care Certificate (C55450)

Program Approvals

1. Approval of a Career and College Promise version of Early Childhood Preschool Certificate (C55860CP)
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Program Modifications

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7. Electrical Systems Diploma (D35130)
8. Electrical Systems Associate in Applied Science Degree (A35140)

Course Modifications

1. Basic Anatomy & Physiology (BIO-163)

Academic Policy Committee

State Authorization

Central Carolina Community College has been approved by North Carolina to participate in the National Council for State Authorization Reciprocity Agreements (NC-SARA). SARA is an agreement among member states, districts, and territories that establishes comparable national standards for interstate offering of postsecondary distance education. CCCC is approved to serve students in 49 states (all but California), the District of Columbia, Puerto Rico and the U.S. Virgin Islands (St. Thomas, St. Croix, and St. John).

Students who live in a state or pursue programs of study other than those for which we are approved will be admitted to CCCC, but will not be allowed to register until authorization has been obtained. Students are encouraged to consult with their state prior to enrolling in programs that require licensure or certification.

Central Carolina Community College determines a student's location for the purposes of state authorization at the time of a student's initial enrollment. If a student's location changes, a Change of Student Data Form is completed by the student and is processed by the Registrar's Office.

Student Learning Updates

Career Communities

CCCC is aligning programs with skills and career opportunities to provide additional opportunities for career exploration, student support, community-building, and networking.

- Applied Technologies
- Arts
- Business
- Health Sciences & Human Services
- Professional Services
- Public Safety
- Science, Technology, Engineering, & Math (STEM)

Community College Research Center Summer Institute

CCCC has been selected to participate in a two-week virtual institute sponsored by the Community College Research Center at Teachers College at Columbia University. This institute, *Using Data to Launch Large-Scale Reform*, will be held June 6-16 and will focus on onboarding students into programs of study that lead to jobs with family-sustaining wages. CCCC will use disaggregated institutional data to examine in which programs students enroll and to review employment outcomes of those programs. The participating team will develop strategies to enhance how we help students identify career goals, connect students to supports, inspire students to progress in their program of study, and create a personalized academic and financial plan for each student.

SkillsUSA

High school students: On Friday 3/12/2022 Adilene Adame (Lee Senior High School) and Kevin Delfin (Lee Early College) competed in a class of 18 students at the SkillsUSA Welding Regionals Competition in Fayetteville. Kevin Delfin won second place and Adilene Adame won fifth place at the regional competition and will move forward to the state competition to be held April 28 in Greensboro, NC.

College students: Two students will compete in welding postsecondary, and four students will participate in welding sculpture. Two teams of three will compete in welding fabrication, and two teams of three will compete in metalworking showcase.

Local Anesthesia Training for Dental Hygiene Faculty

North Carolina was one of four states not to allow registered dental hygienists to administer local anesthesia, and legislation was passed to allow this practice. Dr. Antonio Braithwaite has sponsored all CCCC faculty to be trained at the UNC dental school. Once the faculty are trained, CCCC will offer this training to students in their final semester, starting next year. We also plan to offer training for alumni and local hygienists in our community through continuing education.



BOARD OF TRUSTEES

STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

Assessment, Planning & Research Division Agenda

Date of Meeting:

April 25, 2022

Time: 1:30 PM

Committee Members: Pat Kirkman, Chair
Derrick Jordan
Gladys McAuley

Consent Agenda Items

Full Board Agenda Items

For Information Only

1. SACSCOC Updates
2. QEP Updates
3. Institutional Research Highlights
4. Strategic Plan Updates

SACSCOC CORRESPONDENCE

- January 11, 2022: CCCC submitted the annual Institutional Profile
- January 21, 2022: SACSCOC approved CCCC's closure of the AAS in Bioprocess Technology at the Center for Workforce Innovation site ONLY. The program will remain open at another site.
- January 25, 2022: SACSCOC advised CCCC that we have been assigned to a new SACSCOC Vice President liaison, Dr. Lynne S. Crosby. Our previous liaison, Dr. John Hardt, has retired.
- February 4, 2022: SACSCOC approved the closure of CCCC's Certificate in Manicuring/Nail Technology at the Chatham Center for Innovation site ONLY. The program remains open at another site.
- February 4, 2022: SACSCOC approved closure of CCCC's Certificate in Medical Transcription.
- February 4, 2022: SACSCOC approved closure of CCCC's Certificate in Word Processing.
- February 25, 2022: CCCC submitted an institution-level extensive review prospectus for the College's proposed Seaforth High School off-campus instructional site.
- February 25, 2022: CCCC submitted an institution-level extensive review prospectus for the College's proposed Harnett County Early College at Benhaven off-campus instructional site.

NOTE: With the implementation of SACSCOC's new substantive change policy in 2021, every institution was required to submit institution-level extensive review prospectuses for the next two additional off-campus instructional sites proposed. The submission of the two prospectuses listed above fulfills that requirement. Future proposed new sites will require only site-specific prospectuses.

- March 2/10 2022: SACSCOC acknowledged receipt of the two prospectuses listed above, and indicated that they would be reviewed by the full SACSCOC Board of Trustees at their June 2022 meeting.
- March 7, 2022: SACSCOC accepted notification of CCCC's new AAS in Public Safety Administration program. Because the new program has less than 49% new program content it is not a substantive change and does not require a prospectus.
- April 28, 2022: CCCC submitted a request for SACSCOC approval of the closure of the Certificate in School-Age Care.

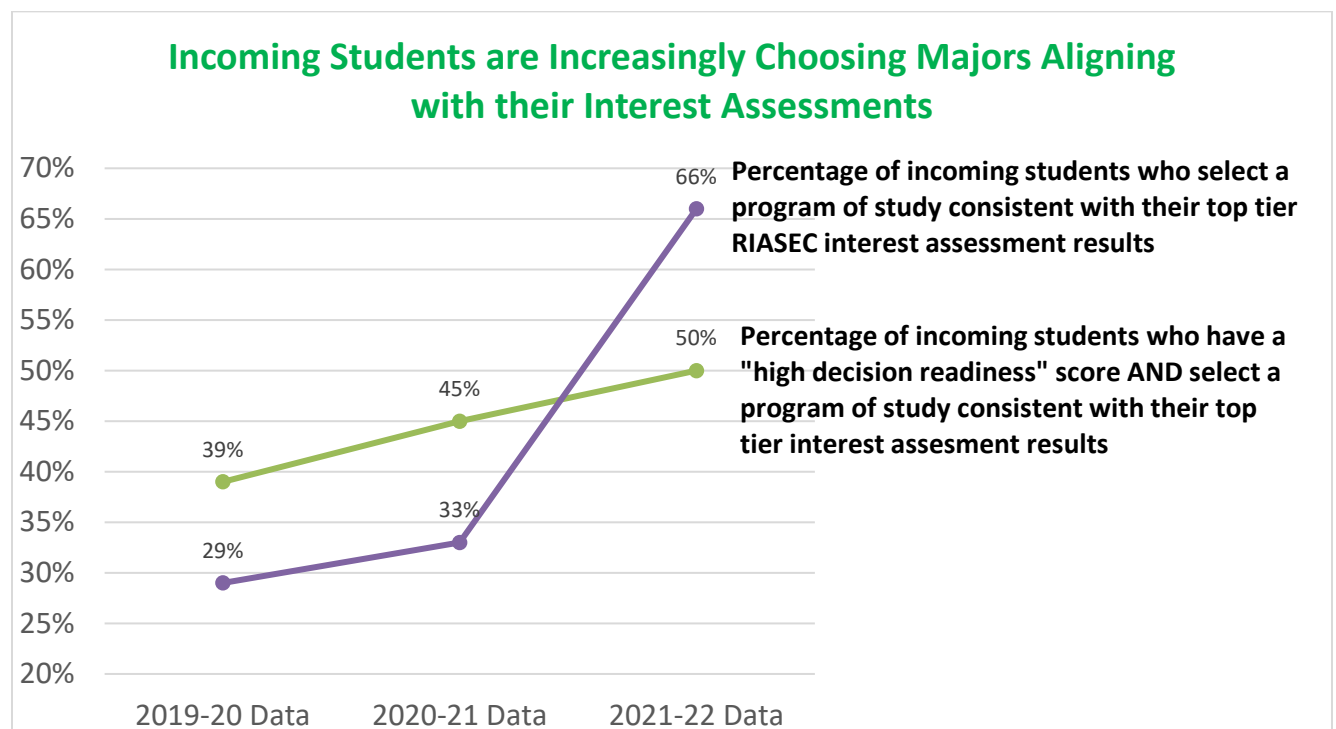
QEP UPDATES

QEP Implementation Moves Towards Completion

Quality Enhancement Plan team members continue to make progress on our *My Academic Pathway* project which is aimed at providing a personalized approach that enables new students to make efficient, effective, and timely choices in order to complete their educational and career goals. The essential elements of the project are providing enhancements to Admissions, ACA courses, and Advising.

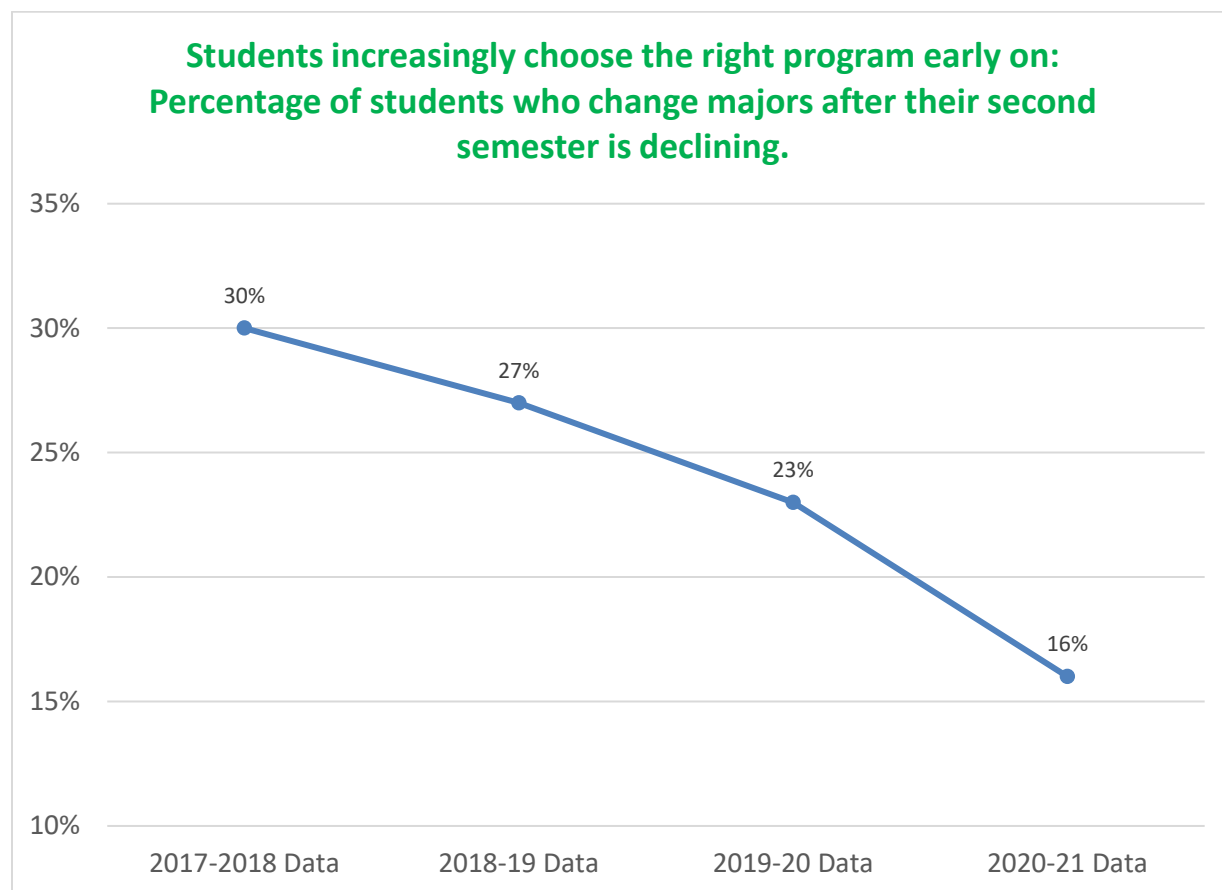
The project goals are to:

1. Enable each student to select an appropriate academic program,
 2. Consistently enhance each student's pathway to goal completion, and
 3. Facilitate timely completion of each student's academic goals.
- We are nearing the end of the five-year QEP project. Working groups and the Leadership Team continue to collect and analyze data, and make minor enhancements to program elements.
 - Data for the Key Performance Indicators (KPIs) was update in March. Here are some highlights:



Assessment, Planning & Research

Board of Trustees Report, April 2022/Scuiletti



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 decision. **During this quarter, the IER department has received over 90 data requests.** In an effort to assist in tracking, prioritizing and completing requests, the IR department has created an online data request form.

IPEDS- Integrated Postsecondary Education Data System (IPEDS)

The College has completed the spring [IPEDS](#) surveys which include:

- Finance
- Academic libraries
- Fall Enrollment
- Human Resources

Trellis: Student Financial Wellness Survey

The College participated in the 2021 Student Financial Wellness Survey which is a self-reported, online survey that looks at the financial well-being of students across the nation. This survey was created, and is conducted by, Trellis Research. The College receives a summary of both the CCCC results, as well as our results benchmarked against dozens of other two-year public colleges. Suggestions of how to solve identified challenges are also provided.

CCCC has several programs set up to assist students with financial challenges including the Cougar Market, Dreamkeeper Fund, Cougar Closet and more. Results of this survey assist the college in understanding students' needs, and improving marketing and awareness.

A one-page infographic summarizing key CCCC findings was provided by Trellis and is shared below.

CENTRAL CAROLINA COMMUNITY COLLEGE

STUDENT FINANCIAL WELLNESS SURVEY RESULTS

FALL 2021

Understanding the connection between student finances and student success is essential to supporting the 21st century student.

While **53%** of students **USED PERSONAL SAVINGS** and **57%** **USED CURRENT WAGES TO PAY FOR SCHOOL**, **ONLY 9%** **ARE ABLE TO SOLELY RELY ON THIS SELF-HELP.**



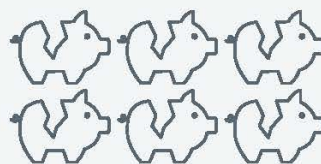
60% of students would have **TROUBLE GETTING \$500 IN CASH OR CREDIT** in an emergency.



10% of students **WOULD NOT BE ABLE TO GET THAT AMOUNT FROM ANY RESOURCE.**



53% of students **WORRY ABOUT HAVING ENOUGH MONEY** to pay for school.



23% of students **RAN OUT OF MONEY 6 OR MORE TIMES** in the past year.

43% of students **REPORTED BEING HOUSING INSECURE.**



13% of students had **VERY LOW FOOD SECURITY.**



43% of students indicated **EXPERIENCING GENERALIZED ANXIETY DISORDER.**



77% of students **PAY THEIR CREDIT CARD ON TIME EACH MONTH**, but **ONLY 31%** **PAY THE FULL BALANCE.**



60% of students **WOULD USE FINANCIAL SUPPORT SERVICES IF OFFERED BY THEIR SCHOOL.** **20%** of students **DON'T KNOW WHERE TO FIND FINANCIAL ADVICE.**



STRATEGIC PLAN UPDATES

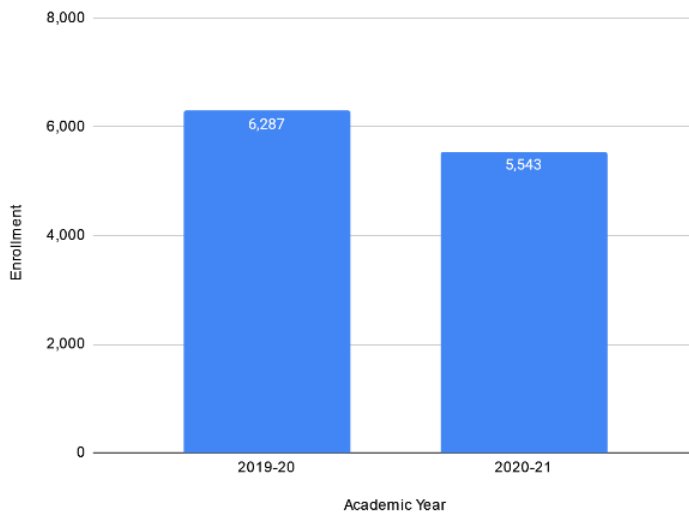
How are we doing on our Key Performance Indicators (KPIs)?

Updated data for some of our strategic plan Key Performance Indicators are highlighted below.

Objective 1.2: Increase enrollment in programs that address skills gaps in local industries.

KPI: Enrollment in programs leading to high demand occupations in our service region

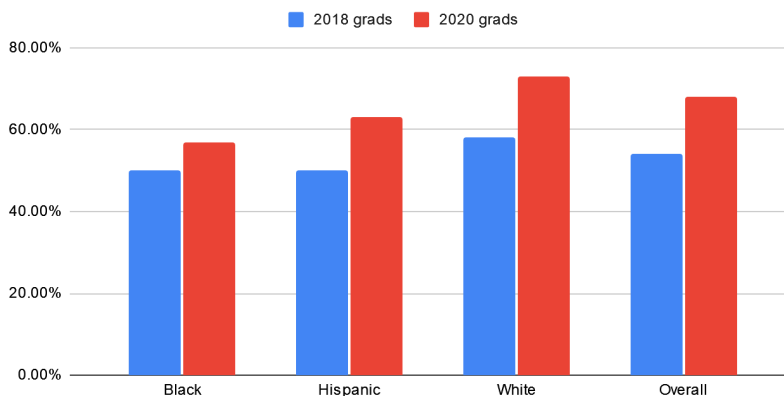
Enrollment has declined in programs identified to address skills gaps in our service region



Objective 1.3: Grow and sustain partnerships with a) public and private K12 schools and b) four-year institutions

KPI: a) Percentage of CCP graduating seniors who earned at least 12 credits or completed 4 courses at CCCC prior to HS graduation

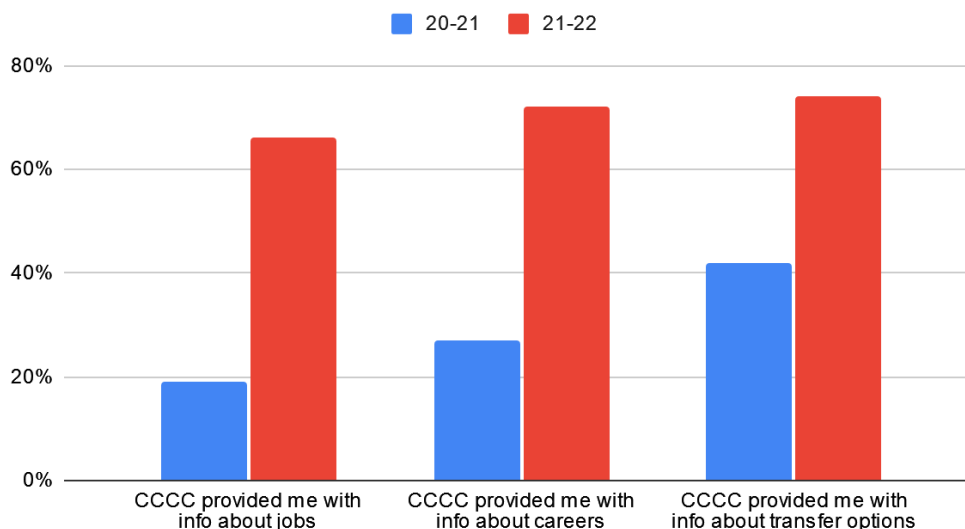
More CCP students earned at least 12 CCCC credits or completed 4+ classes prior to HS graduation:



Objective 2.1: Improve and expand student-facing information about jobs, careers, and transfer options

KPI: Surveyed students will indicate that CCCC provided them with information about jobs, careers, and transfer options.

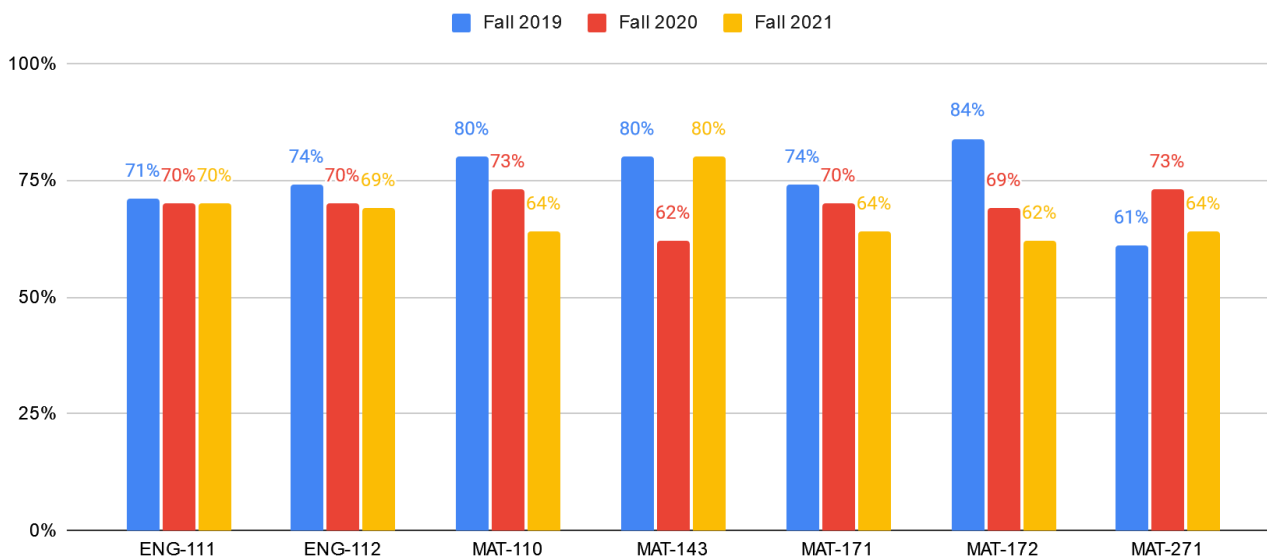
More students are receiving the info they need from CCCC



Objective 4.1: Increase course success rates in gateway English and Math courses

KPI: Gateway Math and English Course Success Rates

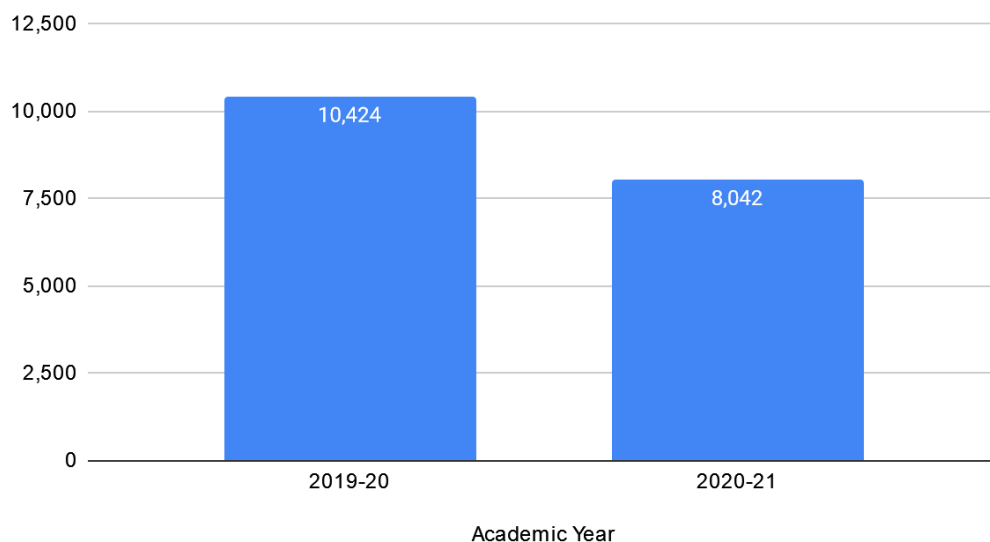
Gateway Course success Rate Trends are Mixed



Objective 4.3: Increase student completions in continuing ed short term training programs

KPI: Count of Completers for all short-term training programs

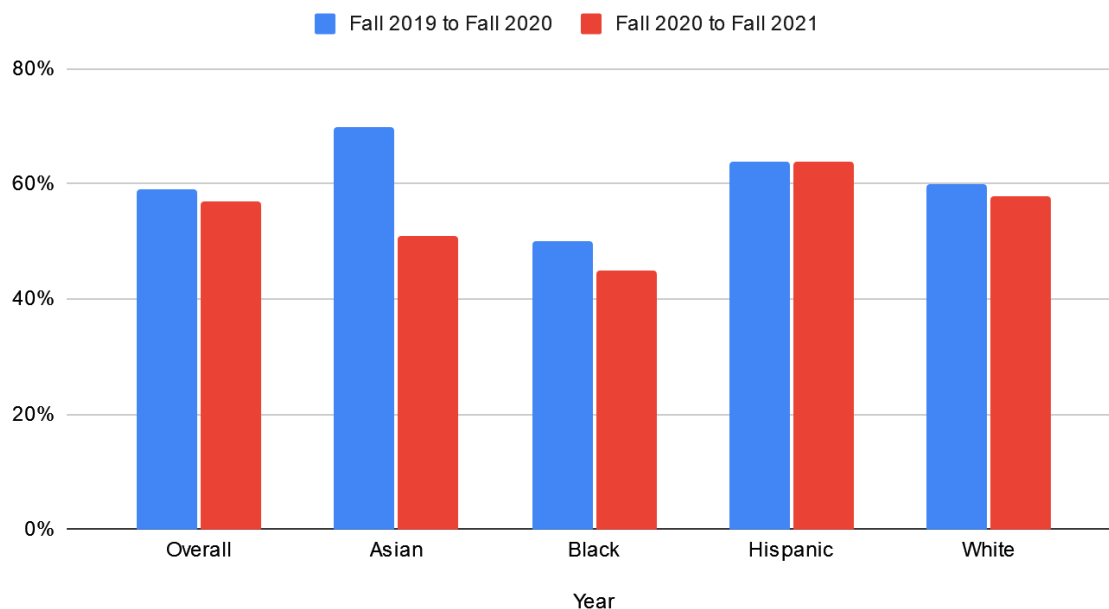
Satisfactory Completions for Identified Short-term Training Programs have declined



Objective 5.2 Reduce retention gaps for identified groups

KPI: Fall-to-Fall Retention of Identified Groups

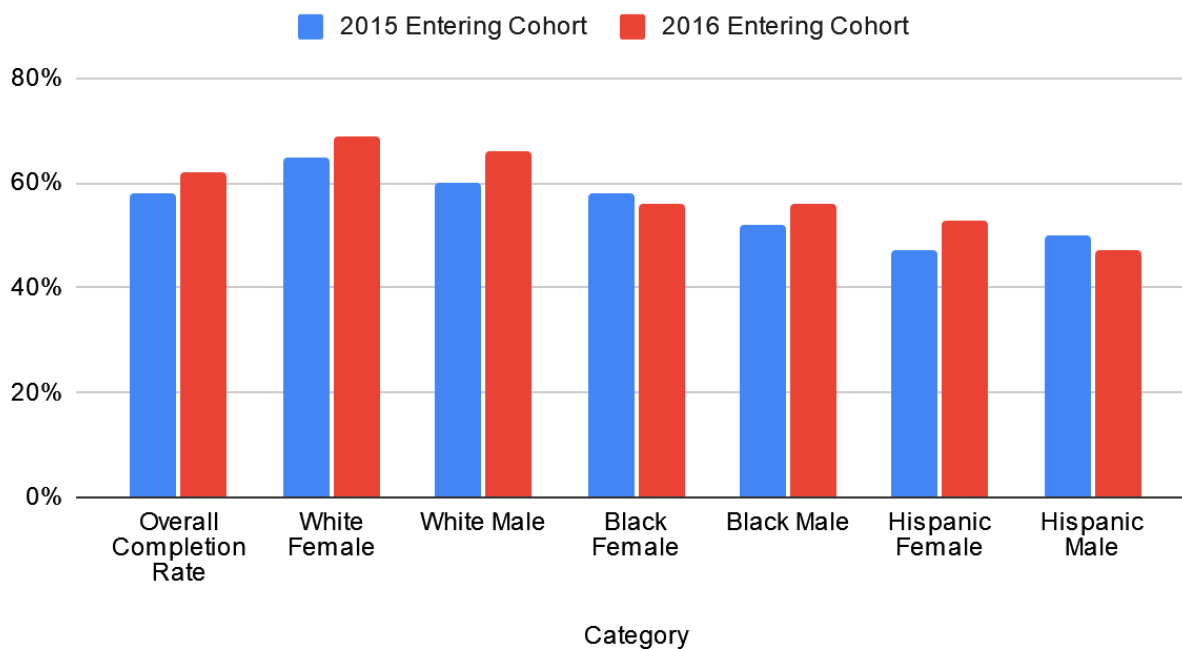
Fall-to-Fall Retention has Declined for most groups



Objective 5.3 Reduce completion rate gaps for identified groups

KPI: Disaggregated 150% Completion Rates

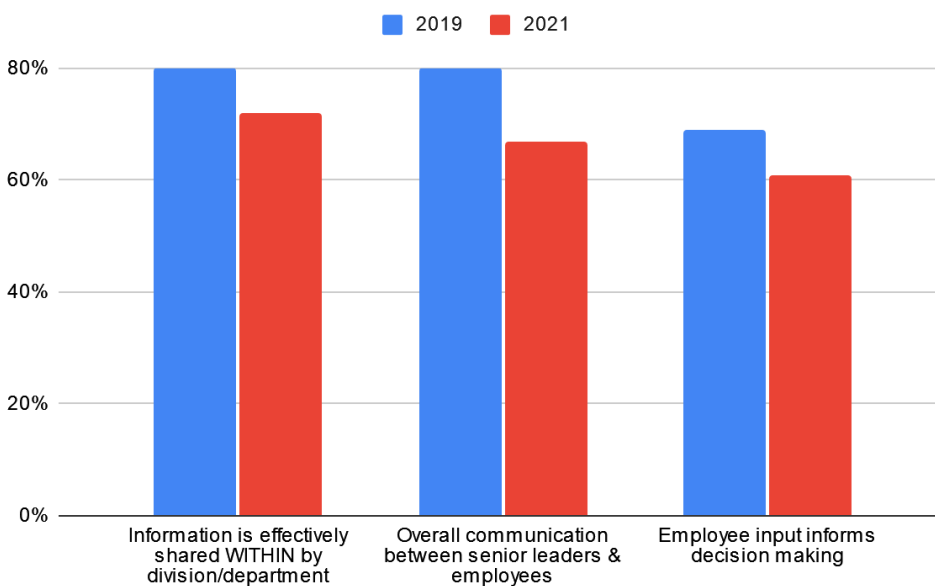
Completion Rate Trends are Mixed for Identified Groups



Objective 6.2: Enhance employee satisfaction with communications

KPI: Select questions on the Employee Climate survey

Employee satisfaction with communications has declined





BOARD OF TRUSTEES

STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

Marketing and External Relations Agenda

Date of Meeting:

April 25, 2022

Time: 1:30 PM

Committee Members: Pat Kirkman, Chair
Gladys McAuley
Derrick Jordan

Consent Agenda Items

Full Board Agenda Items

For Information Only

1. [Updates for Marketing and Public Affairs](#)
2. [Updates for Business Services](#)
3. [Updates for Dennis A. Wicker Civic & Conference Center](#)
4. [Updates for Triangle South Workforce Development Board](#)

Updates for

MARKETING AND PUBLIC AFFAIRS

Marketing

Implemented a three-month digital, geo-fencing campaign at service area high schools. Individuals on mobile and desktop devices within the geo-fenced areas will receive messaging targeted to high school students and parents.

Began a collaboration with an external creative agency to develop two marketing campaigns: one focused on adult learners (students 25 and older) and another focused on pre-apprenticeship/apprenticeship opportunities. Both campaigns will include video, digital, and print deliverables and will be completed by June 2022.

Designed and applied “temporary” wraps to three tractor trailers in order to promote CDL truck driving and the regional partnership with this program (Central Carolina CC, Sandhills CC, and Randolph CC).



Public Affairs

Central Carolina Community College has received very favorable news coverage in the past several months. A few samples are listed below.

N.C. Gov. Roy Cooper visited Central Carolina Community College on Tuesday, March 22, to spotlight the Longleaf Commitment community college grant program.

[Link to ABC11/WTVD coverage of the event](#)

[Link to The Sanford Herald coverage of the event](#)



CCCC's name has also been prominent in the announcement of VinFast, an electric vehicle company, coming to Chatham County. Both WRAL and ABC11/WTVD visited Central Carolina Community College to do reports in conjunction with the announcement.

[Link to WRAL coverage](#)

[Link to ABC11/WTVD coverage](#)

In addition, several CCCC news items have recently received recognition on the Community College Daily website.

Updates for

BUSINESS SERVICES

Designed and printed materials for a variety of college events and activities, such as: Veterans Outreach event, golf tournaments, student spring activity days, induction ceremonies, Campus Fund Drive, Transfer Connection event, and many more!

Designed, printed, and distributed new signage with updated mask messaging.

Assisted in the creation of the Cougar Champion Wall, a space to recognize the college's Instructor of the Year, Staff Member of the Year, and Full-time and Part-time Employees of the Month. The wall is located in Marchant Hall on the Lee Main Campus. Similar spaces will be created in both Chatham and Harnett counties.





Updates for


DENNIS A. WICKER CIVIC & CONFERENCE CENTER

Website

A new website for the Dennis A. Wicker Civic & Conference Center will be launched soon. The website will include floor plans, logistics, facility services, applications, a reservation request form, and a photo gallery. A partial sample of the website homepage is provided below.

DENNIS A. WICKER
CIVIC & CONFERENCE
CENTER

Plan Exhibit Attend About Events 



Your Next Great Event Happens Here.
Welcome. |

For dazzling events, impressive business meetings and unforgettable gatherings, the Dennis A. Wicker Civic & Conference Center is the host venue with the absolute most. Located in the heart of Sanford, the center is home to a range of different spaces perfect for entertaining, informing, presenting and so much more.

Events

Over the past few months (January 2022–March 2022), booking levels at the facility are steadily increasing and include a wide variety of events.

- Banquets, competitions, conferences, dances, fundraisers, funerals, graduations, job fairs, luncheons, meetings, pageant, parties, seminars, talent show, trade shows, training classes, vaccination clinics, workshops, and more!
- International Culture night was held in early March and had approximately 1,000 attendees.
- In the past month (March 2022), the facility hosted over 60 events.



Updates for

TRIANGLE SOUTH WORKFORCE DEVELOPMENT BOARD

The Triangle South Workforce area county realignment will occur on July 1, 2022. The Boards of Commissioners in all impacted counties have approved the realignment change. The NCWorks Commission approved the movement of Lee and Chatham counties to Capital Area at their March meeting. The movement of Harnett and Sampson counties to Mid-Carolina is expected to be approved at their April meeting.

The total expenditure rate through February 2022 was approximately 40%. Service provider financial obligations have been satisfied and are current.

The college is working to establish a MOU with Capital Area for use of the NCWorks Career Center space presently located at the Chatham Main Campus. Use of the space would end in June 2023 (or before).

The last TSWDB meeting will be held on June 16, 2022. Once the Board is dissolved, Capital Area and Mid-Carolina will be responsible for board membership representation from the four-county local area (Chatham, Harnett, Lee, and Sampson).



BOARD OF TRUSTEES

STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

Navigate Agenda

Date of Meeting:	April 25, 2022	Time: 1:30 PM	
Committee Members:	Pat Kirkman, Chair Derrick Jordan Gladys McAuley		
Consent Agenda Items			
For Information Only			
Admissions, Enrollment/Registration and Advising Updates			

Admissions, Enrollment/Registration, and Advising Updates

Spring 2022

Admissions

Application Numbers

Spring 2021- 979

Spring 2022- 1550

Selective Admissions Programs	Seats Available/Campus	Notification Date
Certificate in Esthetics	15- Lee	12/20/21 (28 applicants, 15 accepted)
LPN to RN Nursing	10- Lee	3/1/21 (2 applicants, 2 accepted)
Practical Nursing	50- Harnett	4/8/22
Associate Degree Nursing	40- Lee	4/8/22
Medical Sonography	8- Lee	4/18/22
Dental Hygiene	18- Lee	4/22/22
Veterinary Medical Technology	64- Lee	4/29/22
Dental Assisting	18- Lee	5/6/22

Other Admissions Updates

- Staff Updates
 - Our admissions staff have been given titles: they are now known as Educational Navigators, with slightly different responsibilities related to our Title III/Navigate work.
 - Candice Solis was named Director of Onboarding and Success; she transitioned from leading the success coaches.
 - Heather Ocegueda, formerly of our Record Office, will be starting as our Student Onboarding Coordinator, a new role related to Title III/Navigate.
 - Jalen Cheek was named Educational Navigator; he was formerly working in a student support role.
 - Success coaches will now be reporting to the Admissions Office, to provide earlier support for students.
- Service updates
 - Students are utilizing the increased flexibility of the Virtual Admissions Office, begun during the pandemic. We will continue to offer this and are reallocating staff to ensure that we can serve students both in person and virtually, including evenings.
 - While the college is normally closed in the summer on Fridays, we will offer virtual admissions services on Friday mornings.
 - We are expanding our student onboarding services this summer with the reallocation of staff.

Registration

- Registration for summer and fall classes for returning students begins on April 11th
- Registration for new students (summer) begins on April 25th
- Registration for CCP students will begin on May 2nd in our service area high schools and will be assisted by our Recruitment staff.

**CCCC Curriculum Enrollment by Major
Spring 2022 as of April 1, 2022**

Associate Degree Programs

A25100	Accounting Degree	1
A25800	Accounting and Finance	42
A35100	A/C, Heating & Refrigeration	25
A45110	Associate Degree Nursing	43
A55280NR	Gen Occ Tech/Nursing	163
A10100	Associate in Arts	409
A1010T	Associate in Arts- Teacher Preparation	28
A10500	Associate in Engineering	53
A10400	Associate in Science	326
A1040T	Assoc. in Science -Teacher Preparation	7
A60160	Automotive Systems Technology	40
A55110	Barbering	8
A50440	Bioprocess Technology	23
A30120	Broadcasting Production Tech.	13
A35140	Building Construction Technology	35
A25120	Business Administration	152
A40160	Computer Engineering Tech.	13
A50210	Computer Integrated Machining	12
A55140	Cosmetology	55
A55180	Criminal Justice Technology	49
A55150	Culinary Arts	22
A45260	Dental Hygiene	32
A55280DH	Gen Occ Tech/Dental Hygiene	69
A55220	Early Childhood Associate	6
A55220C	Early Childhood (Career)	55
A55220L	Early Childhood (Licensure)	28
A55220NL	Early Childhood (Non-Licensure)	4
A35130	Electrical Systems Technology	14
A40200	Electronics Engineering Tech	8
A5518C	Forensic Science	33
A55280	General Occupational Technology	1
A45630	Health and Fitness Science	35
A45360	Health Information Technology	12
A55280HT	Gen Occ Tech/Health Information Tech	16
A25200	Healthcare Management	10
A45380	Human Services Technology	33
A50240	Industrial Systems Technology	25
A25590	Information Technology	60
A40280	Laser & Photonics Technology	14

Diploma Programs

D25800	Accounting and Finance	4
D60140	Auto Restoration	12
D60160	Automotive Systems Technology	4
D35140	Building Construction Technology	1
D25120MO	Business Management	16
D55220	Early Childhood	4
D55140	Cosmetology	3
D45240	Dental Assisting	14
A55280DA	Gen Occ Tech/Dental Assisting	10
D35130C	Electrical Systems Technology	4
D45630	Health and Fitness Science	1
D45360	Health Information Technology	1
D25120HR	Human Resources	1
D50240	Industrial Systems Technology	2
D55310	Library and Information Technology	2
D25310	Medical Office Administration	2
D60260	Motorcycle Mechanics	17
D25370	Office Administration	2
D25380	Paralegal Technology	2
D45660	Practical Nursing	29
A55280PN	Gen Occ Tech/Practical Nursing	30
D3012020	Television Production Tech	1
D50420	Welding Technology	6

Early College Programs

A10100EC	Associate in Arts-Early College	312
A10400EC	Associate in Science-Early College	97
A10500EC	Associate in Engineering - Early College	6
A60160EC	Automotive Systems - Early College	1
A50440EC	Bioprocessing- Early College	1
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

A55310	Library and Information Technology	47
A40320	Mechanical Engineering Technology	15
A45400	Medical Assisting	28
A55280MA	Gen Occ Tech/Medical Assisting	17
A25310	Medical Office Administration	44
A55280MS	Gen Occ Tech/Medical Sonography	62
A45440	Medical Sonography	13
A25370	Office Administration	8
A25380	Paralegal Technology	17
A4538E	Substance Abuse	18
A40370	Sustainability Technologies	5
A15410	Sustainable Agriculture	27
A45780	Veterinary Medical Technology	83
A55280VT	Gen Occ Tech/Vet Med	61
A50420	Welding Technology	55

Certificates

C60160	Automotive Systems Technology	1
C60140	Automotive Restoration Technology	2
C55120	Basic Law Enforcement Training	13
C50440	Bioprocess Technology	2
C50210	Computer Integrated Machining	4
C55140	Cosmetology	2
C55150cf	Culinary Fundamentals	1
C5024010	Industrial Systems - Electrical Controls	1
C55850	Early Childhood Administration	7
C55860	Early Childhood Preschool	13
C35130P1	Electrical Systems Technology	1
C40200	Electronics Technology	1
C25120EO	Entrepreneur Certificate	5
C55230	Esthetics Technology	31
C45360ER	HIT Electronic Health Records	1
C45360PA	HIT Patient Access	2
C25120C0	Human Resources Management	7
C25800T0	Income Tax Preparer	3
C55290	Infant/Toddler Care	1
C25590IC	Information Tech IC3	1
C25590NI	Information Tech Network Infrastructure	1
C55310G0	Library Basics	7

College and Career Promise

C25800CW	Accounting and Finance Certificate	1
D25800CW	Accounting and Finance Diploma	2
C60160CW	Automotive Systems Certificate	13
D60160CW	Automotive Systems Diploma	5
D30120CW	Broadcasting & Production Tech.	1
C25120CP	Business Administration Certificate	20
C25120CW	Business Administration CCP2	7
D25120CW	Business Administration	24
C55140CP	Cosmetology	11
C55180CW	Criminal Justice Certificate	28
D55180CW	Criminal Justice Diploma	21
C55150CP	Culinary Arts	4
C45240CW	Dental Assisting	8
D55220CW	Early Childhood	5
D40200CP	Electronics Engineering	2
C5518CCW	Forensic Science	3
C45630CW	Health and Fitness Science	12
C45360CW	Health Information Technology	12
C25200CW	Healthcare Management Technology	1
D45380CW	Human Services	17
C50240CW	Industrial Systems Certificate (CAT)	34
D50240CW	Industrial Systems Diploma	1

C55310C0	Library Cataloging	2
C55310L0	Library Programs	1
C55310T0	Library Technical Services	3
C40320	Mechanical Engineering	3
C25310IC	Medical Office Insurance Coding	3
C60260	Motorcycle Mechanics	6
C25800P0	Payroll Accounting Certificate	2
C40370RE	Renewable Energy	1
C50420R	Robotics Welding Certificate	1
C55450	School-Age Care	1
C25120SO	Social Media	9
C1541010	Sustainable Agriculture	9
C1541030	Sustainable Vegetable Production	1
C50420	Welding Technology	12

Special Programs

T90990	Special Credit	51
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Harnett Correctional

C35180P1	Carpentry and Construction Skills	4
C35130P1	Electrical Systems Tech Fundamentals	6
C55110P1	Barbering	5
C55250P1	Food Service Technology	19
C35280P1	Masonry Fundamentals	2
C35280P2	Masonry	1
C50420P1	Welding Fundamentals	13

C55290CP	Infant/Toddler Care	2
C25590CP	Information Technology	1
C25590C3	Information Technology IC3	1
C25590DP	Information Technology Database	2
C25590CW	Information Technology Hardware	1
D25590CW	Information Technology	7
D40280CP	Laser and Photonics	1
D55310CW	Library and Information Technology	1
C55400CW	Manicuring/Nail Technology	2
D45400CW	Medical Assisting	5
D45970CW	Nurse Aide	21
C25380CW	Paralegal Technology	1
D40370CW	Sustainability Technologies	2
C45780CW	Veterinary Medical Technology	12
C50420CW	Welding Technology Certificate	4
D50420CW	Welding Technology Diploma	3
P1012C	College Transfer Pathway	1051
P1042T	College Transfer Pathway	1
P1052C	College Transfer Pathway Engineering	22
P1042C	College Transfer Pathway	166
P1032C	College Transfer Pathway	39

TOTAL 4908

Student Summary -Spring 2022 as of April 1			
Total Students:	4908		
Classification:			
Associate		2904	59%
Diploma		226	5%
Certificate		374	8%
Special/Transitional		1404	28%
Day		4495	92%
Evening		75	2%
Combined		338	6%
Sex: Male		1773	36%
Female		3135	64%
Race: White		2614	53%
Black		703	14%
Indian/Alaska Native		33	1%
Hispanic		1154	24%
Asian/Pacific Islander		70	1%
Other/Unknown		334	7%
Credit Hours:			
3 or less		782	16%
4 - 6		1111	23%
7 - 11		1373	28%
12 +		1642	33%
Home County:			
Lee		1536	31%
Harnett		1078	22%
Chatham		977	20%
Other		1317	27%
Age Groups:			
Under 25		3827	78%
25 - 34		586	12%
35 - 54		433	9%
55 +		62	1%
Source: Associate Registrar			

Registrar and Records Office

- Staffing Updates
 - There are two vacancies for Records Enrollment Specialists. Two of our staff members took other positions within the college.
- Graduation will be Monday, May 16th. We will determine whether there will be three or four ceremonies once all graduation applications are processed.
 - To date, we have received 680 graduation applications for 611 students.

Navigate

- Navigate is the college-wide focus on improving enrollment, onboarding, and advising processes at CCCC. Our early work has been focused on reallocating staff positions, mapping processes, meeting with a Navigate Steering Committee, aligning our data elements, and formulating a strategic plan for implementation.
- We are currently hiring an Associate Dean of Academic Advising and Transfer; our former Associate Dean was promoted to Dean of Arts and STEM.



BOARD OF TRUSTEES

STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

STUDENT SERVICES DIVISION

Date of Meeting:

April 25, 2022

Time: 1:30 PM

Committee Members: Pat Kirkman, Chair
Derrick Jordan
Gladys McAuley

Consent Agenda Items

Full Board Agenda Items

For Information Only

1. Athletics, Spring 2022
2. Student Activities, Spring 2022
3. Financial Aid, Spring 2022
4. Recruiting, Spring 2022
5. Security, Spring 2022
6. Library Updates, Spring 2022

Athletics, Spring 2022

Athletics:

The golf team will finish up their season on April 19-20th at the Division 3 Regional tournament.

All teams are currently recruiting and offering Letter of Intent for next season.

The summer camps have had a great response so far. We've had to add a session to the volleyball camp in order to accommodate all the registrations. We only have 5 spots left for the middle school volleyball camp and 8 left for the high school.

A summary of the 21-22 sport seasons is below:

Cross Country: Both men and women's cross country won the Region 10 Division 3 Championship this season and competed at the National Championship.

Volleyball- They finished 5-4 in conference play and made it to the Region Championship game before falling 3-1 to Sandhills to finish as the runner up

Men's Basketball- They finished the season 14-13 overall and 6-3 in conference play. We made it to the Championship game at Sandhills before falling 110-103 in Overtime to finish as the runner up.

Women's Basketball- They finished the season at 6-8, which included 5 wins against Division 2 opponents. They did not have a postseason tournament due to being the only team in division 3 in the region.

Men's Golf- The season is currently underway but we have had a good season, beating some division 2 schools at every tournament this spring. They will play against Sandhills on April 19-20 at the Division 3 region tournament.

The athletic banquet will be held at the Civic Center on April 26th.

Dal Langston is the new head volleyball coach and has hit the ground running. We are excited about what he brings to our athletic program.

Student Activities, Fall 2021

March

In March we celebrated Women's History Month with themed virtual trivia every Tuesday, a showing of the movie Jane: A biopic on Jane Goodall, and a Women's History Month Celebration with Guest Speaker Funmilola Fagbamila. Students also got to celebrate Spring with Airplants and Jellyfish Airplants and the 2022-2023 Student Ambassador Program recruitment season officially began.

April

Looking forward, Ambassador offers will go out this month along with restarting the Student Government Association for next year. Students are invited to "Get the Scoop on SGA" later this month while enjoying ice-cream novelties. Also back in action is the Spring Fling: Cougar Carnival, a huge outdoor fun celebration happening on all three campuses! The Carnival will happen first at Chatham Main Campus on April 12, followed by Harnett Main Campus on April 21st, and lastly on Lee Main Campus on April 27th.

May and Summer 2022

Student Activities will conclude with Exam Cram programming on Chatham Main Campus May 2, Lee Main Campus May 4th, and Harnett Main Campus May 5th. The newly hired Student Ambassadors and the newly elected Student Government Executive Board will engage in comprehensive student leadership training starting in July through a mostly asynchronous leadership course in Blackboard. Lastly, the Student Activities Office will be hard at work preparing for a robust Fall Welcome Week and engaging programming for the Fall semester!

Financial Aid, Spring 2022

Totals as of April 1, 2022

Total Count Awarded: 2,589

Total Count Disbursed: 1,711

Total Funds Disbursed: \$3,552,078

Total for the academic year:

Total FAFSA's received for 21/22 to date: 4,956

Total Count Awarded: 3,436

Total Count Disbursed: 2,863

Total Funds Disbursed: \$10,969.510 (all aid)

Promise Program Spring, 2022

2022 Cohort Data (applicants) to date:

Chatham: 78

Harnett: 106

Lee: 74

Unknown (students not in Datatel): 9

Duplicate or Ineligible: 36

Total Interest Forms received so far: 303 (up from 296 at this time a year ago)

Individual status updates for the 2022 cohort are done via email and via the "Tasks" feature in Aviso. The next BIG step forward regarding eligibility will be when the Financial Aid office downloads the 2022-2023 FAFSA information, hopefully by the end of this month, so communications with students about that piece can start.

Three virtual information sessions were held at the beginning of March to recruit 2022 grads, one for each county. The events were recorded and later posted on the K14 YouTube channel. The Lee meeting did not record, but we have had 27 "views" of the Chatham and Harnett recordings. We had the following registration numbers for the actual events:

Chatham Meeting (3/1/22): 25 registrants*

Harnett Meeting (3/2/22): 43 registrants*

Lee Meeting (3/3/22): 37 registrants*

*Less than half the people who registered attended each event.

Students Approved* for K14 Funding in 2022SP:

2020 cohort: 190

2021 cohort: 248

**Not all students will be awarded, if they receive funding from other sources first.*

All of the K14 funds for these students have been disbursed at this time; some students still owe a balance due to textbook/digital access code costs. They have been notified about these

outstanding charges at least once (twice in most cases) but for some of them, it won't resonate until they are unable to register for summer and fall classes.

VA Educational Benefits Update

- Spring 2020 semester: As of 4/7/2022, approximately 190 Veterans or military related students have been processed for VA Educational benefits at CCCC
- Top five associate programs for students using VA Benefits:
 - Associates in Arts
 - Associates in Science
 - Welding
 - Business Administration
 - Network Management
- Top three certificate program areas for students using VA Benefits:
 - Automotive
 - Motorcycle Mechanics
 - Business Administration

Student Onboarding and Outreach/Recruiting Report, Spring 2022

DATA-INFORMED PROGRESS

- Meet & Greet with Guidance Counselors in all 10 public service area high schools (Had not seen them face-to-face since Spring 2020 because of COVID-19)
- Representation each night of Lee County Regional Fair (5 days)
- Holly Spring HS Career Fair (About 150 attendees)
- 9 Campus Tours (one virtual tour)
- CCCC Bus Tour in Chatham, Lee, and Harnett Counties (Saw approximately 500-1000 come by with a few stopping to get information).
- GED/AHS Graduate Follow Up (4). Promoting FREE 3-hr class credit
- Applied Not Enrolled 2020 fall, 2021 spring, 2021 fall 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 200 emails and follow up from Ask CCCC and Enroll@cccc accounts
- Had 2-3 outreach events cancelled due to COVID-19.

Fall Apps as of **April 5th, 2021**: 1,025

Fall Apps as of **April 4th, 2022**: 1,507

+482

Campus Security Report Spring 2022

Provided student support during first week of Spring Semester 2022

Provided security for Trustee Meeting at Civic Center

Provided security for Gov. Coopers visit at Civic Center

Security weekend coverage provided for classes/training at ESTC, Lee Main, CWI, Harnett Main, HHSC & CHSC

Replaced main AED battery at Harnett Health Science Center

Contributed the security portion of the CCCC Site Directors Training Manual

Attended virtual BAT team Meeting

Attended Early Voting Meeting at Chatham Health Sciences Building

Attended Tent Project Meeting at Lee Main

Conducted investigation at Siler City regarding Instructor/Student Issue

Webinars:

Alertus Emergency Standard Operating Procedure

Crafting Your Annual Security Report

The Future of Campus Law Enforcement

Completed CCCC IT Security Awareness Training Modules

Library Updates, Spring 2022

Usage for January 2022 – March 2022

Instruction*

Asynchronous embedded instruction: 108

Change from Spring 2021: +14%

Synchronous in-person instruction: 10

Change from Spring 2021: +100%

Synchronous online instruction: 10

Change from Spring 2021: +67%

*Stats are tracked by semester

*No in-person instruction offered in Spring 2021

User Interactions*

Chat: 213

Change from Spring 2021: -30%

Email: 25

Change from Spring 2021: -40%

In-Person: 385

Change from Spring 2021: +100%

Phone: 90

Change from Spring 2021: -2%

Video Call: 5

Change from Spring 2021: +400%

*Interactions include reference consultations and are shown by format

Materials Circulated

Laptops: 102

YOY Change: +29%

All other Materials: 858

YOY Change: +709

Interlibrary Loan

Loaned to other NC Community Colleges: 43

Year over Year change: +34%

Borrowed from other NC Community Colleges: 61

Year over Year change: +1,933%

Loaned to non NCCC: 36

Year over year change: +300%

Borrowed from non NCCC: 24

Year over Year change: +380%

Student IDs Printed

Printed this quarter: 349

YOY Change: +32%



BOARD OF TRUSTEES

STUDENT & ACADEMIC SUPPORT SERVICES COMMITTEE

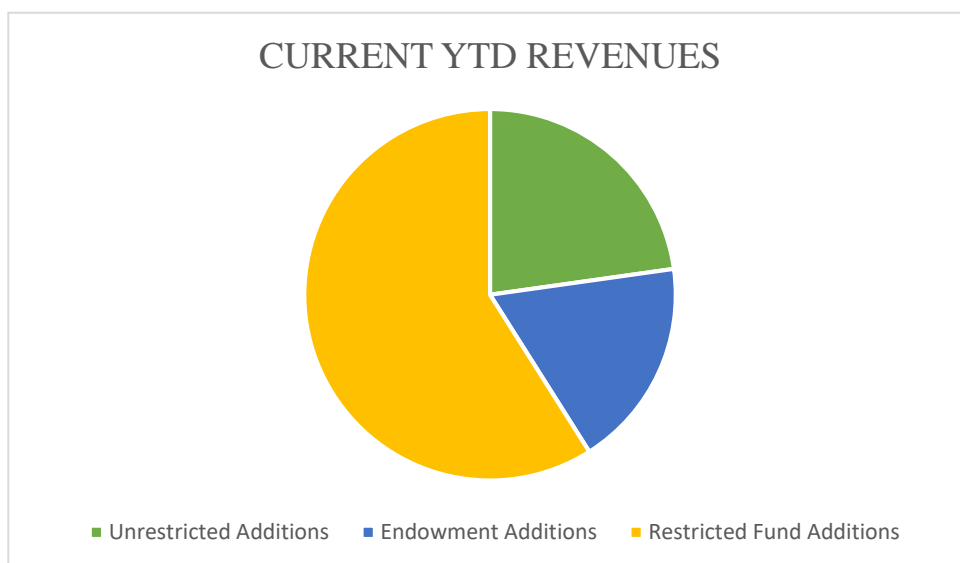
Foundation Agenda

Date of Meeting:	April 25, 2022	Time: 1:30 PM	
Committee Members: Pat Kirkman, Chair Derrick Jordan Gladys McAuley			
Consent Agenda Items			
Receive Revenue Report			
Full Board Agenda Items			
For Information Only			
Director's Report			

Revenue Report

1

DESIGNATIONS	Third Quarter	Current YTD
Total Unrestricted	16,449.39	578,722.71
Restricted		
Endowment Additions	39,630.51	464,126.31
Other Restricted Funds	96,441.29	1,498,879.88
Total Restricted	136,071.80	1,963,006.19
TOTAL REVENUES:	152,521.19	2,541,728.90



*Submitted by Dr. Emily C. Hare
Executive Director*

CCCC Foundation Director's Report

Please help us thank these generous donors for their support!

Third Quarter Gifts of \$500 or More

ACE Services

Lee Bowman

Greg Brusso

Mark and Lois Chamblee **

Dr. Lisa M. Chapman

John A. Childress ***

CIMG Residential Mortgage

Greg Cox **

Deborah Egbert *

James French

Galloway Ridge Chatham Co. Charitable Fund Committee – *Community Grant Program Fund* **

Harnett County Arts Council

Hayes, Williams, Turner & Daughtry

Steve Heesacker

The HP Group

Hobbs Architects

Kiwanis Club of Lee County

Ich-Kien Lao **

Isabel Heins Lawrence Estate ****

LBM, Inc.

Lee County Arts Council *

Merck Foundation **

Benjamin W. Moore

Timothy C. Morris

Piedmont Coastal Society of Plastics Engineers *

Pepsi Bottling Ventures *

PHC Restoration

Julian and Cynthia Philpott

Esther Siler *

Swisher International

Bill Tyson

Patricia Diane Valas **

Robert and Judith Wicker *

C.J. and Heather Winslow

Wren Foundation *

* \$1,000 or more

** \$5,000 or more

*** \$10,000 or more

**** \$40,000 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:

April 25, 2022

Time: 1:30 PM

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

In Progress, April 2022

Funding Source	Project Name	Funding type	Requested Amount	Description
Submitted				
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.
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.
N. C. Tobacco Trust Fund Commission	Grants for Agricultural Programs	State	\$196,800	Funding for equipment for the Large Animal Facility.

Lumina - Million Dollar CC Challenge	Marketing	Private	\$1,000,000	CCCC's vision for Lumina funding is to strategically build upon the transformational NAVIGATE project already underway at the college. CCCC's brand-building efforts will focus on activities to reach and retain more adult students for whom a college education will make not just a change in their lives, but a transformation. These efforts will fall in four key areas: 1) Making program and enrollment information more streamlined and accessible, 2) providing more personal outreach to targeted audiences, 3) ensuring promotion of support services to ensure adult students who re-enroll do not leave again, and 4) developing tools to measure the effectiveness of marketing initiatives on reaching those audiences.
United Way	Dreamkeeper Fund	Local	\$10,000	The Dreamkeeper Program provides just-in-time grants for students who face potentially derailing financial hardships.
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.
Pfizer	Community Giving Initiative	Private	\$15,000	Funding for short-term training programs and youth summer camp scholarships to increase pipelines for high demand careers in the service area.
Pending				
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 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.
Funding Application Process for 4th District	Community Project	Federal	\$100,000	Funding to support equipment costs for Moore Center Renovations.
NCCCS	Expanding Community College Economic Impact	State	\$125,000	Resources made available through this program will support the expansion of high-impact programs by providing funding to successful applicants. This allocation program will expand the capacity of colleges to meet workforce demand in their regions and provide high return on investment for students. Funding may be used to increase faculty capacity, expand student enrollment in identified programs, strengthen employer partnerships, or better align programs with regional economic needs.
Department of Labor	Strengthening Community Colleges Training Grant	Federal	\$5,000,000	NC BioBetter has assembled a team of experts in biopharmaceutical manufacturing and curriculum design to fully implement and accelerate a state-wide pathway to meet the unprecedented demand for more than 5,000 jobs over the next five years. Education Design Lab, a national expert in pathway design, will ALIGN stakeholders – including industry, institutions of higher education, workforce development organizations and state-wide education agencies. The project will then DESIGN a

Submitted by Meghan Reece Brown
Executive Director, College Access and Strategic Initiatives

				collaborative, shared curriculum, complete with technology-enabled remote learning -- all facilitated through BioNetwork, a life science training initiative of the North Carolina Community College System (NCCCS), and its Capstone Training Center, which is co-located with the Biotechnology Training and Education Center (BTEC) at NC State. Finally, the project will REDUCE systematic barriers to trainee success with Pathway Navigators, seamless transfer agreements, and innovative approaches to job placement.
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Grants and Strategic Initiatives Highlights, April 2022:

1. **TALKING POINT** – Since inception, the *James French Dreamkeeper Fund* has served 726 students with \$127,181, averaging \$345 per student request. Looking at the Fall 2020 cohort, Dreamkeeper recipients were retained at a rate (61.7%) slightly above the overall student population (currently 61.1%), which is impressive given the barriers they face. When transfer data is included, the success of the Fall 2020 Dreamkeeper students was even more evident: 73.5% of them either graduated, re-enrolled at CCCC, or transferred to another school.
2. **FOR YOUR INFORMATION** – CCCC is the lead college on a recently awarded \$500k Golden Leaf Project. The partnership 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.

Full Portfolio, April 2022

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*.