



**Central Carolina Community College Board of Trustees
Committee Meetings Schedule**

Monday, November 10, 2025

Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom

Finance Committee

Time: 9:00 a.m.

Jamie Kelly, Chair
Karen Howard
Chet Mann
Thomas Womble

Building & Grounds Committee

Time: 10:30 a.m.

Jim Womack, Chair
John Bonardi
Brooks Matthews
Charissa Moore

Personnel Committee

Time: Noon

Chip Post, Chair
James Crawford
Genia Morris
Jerry Pedley

Programs & Student Supports Committee

Time: 1:30 p.m.

Pat Kirkman, Chair
James Crawford
Gladys McAuley
Taylor Vorbeck

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

C: Julian Philpott, Board Chair – *Ex officio* member of each committee



**Central Carolina Community College Board of Trustees
Full Board Agenda**

**Wednesday, November 12, 2025, 6:00 PM ET
Harnett Health Sciences Center, Multipurpose Room**

PRELIMINARY MATTERS

Ethics Statement

Mission Statement of the College

Recognition of Guests

Approval of Consent Agenda

CONSENT AGENDA

Board Minutes

1. [Board of Trustees Meeting Minutes, September 2025](#)

Finance Committee

1. [Approve Finance Committee Meeting Minutes, September 2025](#)
2. Receive Finance Reports for Period Ending October 31, 2025
3. Receive Foundation Revenue Report
4. Approve Grants in Development Report
5. ~~Select & Approve Civic Center Reservation Policy & Rental Rates~~ [*Moved to Full Board Agenda 11/10*]
6. Approve Interlocal Agreement with Lee County Board of Education for Bus Use [*Addition 11/7*]
7. Approve Write-Off Sheet [*Addition 11/10*]

Building & Grounds Committee

1. [Approve Building & Grounds Committee Meeting Minutes, September 2025](#)

Personnel Committee

1. [Approve Personnel Committee Meeting Minutes, September 2025](#)

2. Receive Personnel Reports

Programs & Student Supports Committee

1. [Approve Program & Student Supports Committee Meeting Minutes, September 2025](#)
2. Approve Curriculum Review Committee Actions, October & November 2025 [*Revised 11/7*]

FOR FULL BOARD CONSIDERATION AND DELIBERATION

Finance Committee

1. Approve FY25-26 Budget & Form DCC 2-1
2. Approve First Carolina Bank Resolution
3. Approve Financial Services Section Policies [*Revised 11/7*]
4. Closed Session Regarding Bookstore Agreement with BibliU [*Corrected 11/7*]
5. Authorize Termination of Follett Bookstore Agreement [*Corrected 11/7*]
6. Amend Policy 2.3.11 - Contracting Authority
7. Approve 5% Increase for Civic Center Rates [*Added 11/10*]
8. Approve Option #3 For Civic Center Rental Policy [*Added 11/10*]

Building & Grounds Committee

1. Approve ranking of Design/Engineering Firm Request for Qualifications Submission for ESTC Driving Track Rehabilitation Project
2. Approve Sale of Howard-James Industry Training Center
3. Closed Session Regarding Request for Qualifications Submissions for Real Estate Agents & Brokers [*Revised 11/7*]

Personnel Committee

No Agenda Items

Programs & Student Supports Committee

No Agenda Items

CONCLUDING MATTERS

Other Information

Updates from the President

Comments by the Chair

Adjournment



BOARD OF TRUSTEES

Finance Committee Agenda

Date & Time: Monday, November 10, 2025, 9:00 AM ET

Location: Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom

Committee Members: Jamie Kelly (Chair), Karen Howard, Chet Mann, Thomas Womble, Julian Philpott (*ex officio*)

Consent Agenda

1. Approve Finance Committee Meeting Minutes, September 2025
2. Receive Finance Reports for Period Ending October 31, 2025
3. Receive Foundation Revenue Report
4. Approve Grants in Development Report
5. Select & Approve Civic Center Reservation Policy & Rental Rates
6. Approve Interlocal Agreement with Lee County Board of Education for Bus Use
[*Addition 11/7*]

Full Board Agenda

1. Approve FY25-26 Budget & Form DCC 2-1
2. Approve First Carolina Bank Resolution
3. Approve Financial Services Section Policies [*Revised 11/7*]
4. Closed Session Regarding Bookstore Agreement with BibliU [*Corrected 11/7*]
5. Authorize Termination of Follett Bookstore Agreement [*Corrected 11/7*]
6. Amend Policy 2.3.11 - Contracting Authority

For Information Only

No Agenda Items

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Finance Committee Meeting Minutes, September 2025

The college staff has prepared the [September 2025 Finance Committee minutes](#) for approval.

2. Receive Finance Reports for Period Ending October 31, 2025

The college staff has prepared the finance reports for the period ending October 31, 2025, which can be found on the following pages.

**CENTRAL CAROLINA COMMUNITY COLLEGE
STATE BUDGET REPORT
OCTOBER 31, 2025**

CURRENT EXPENSE	ALLOTMENT FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
EXECUTIVE MANAGEMENT	\$ 1,650,791.00	\$ 561,654.09	\$ 1,089,136.91	34%
FINANCIAL SERVICES	2,078,025.00	505,384.03	\$ 1,572,640.97	24%
GENERAL ADMINISTRATION	2,771,185.00	988,590.16	\$ 1,782,594.84	36%
INFORMATION SYSTEMS	1,511,801.00	659,155.29	\$ 852,645.71	44%
INSTRUCTION - CURRICULUM	20,641,332.00	6,255,090.54	\$ 14,386,241.46	30%
INSTRUCTION - NON-CURRICULUM	6,069,325.00	1,765,552.24	\$ 4,303,772.76	29%
ACADEMIC SUPPORT	4,836,758.00	1,577,096.43	\$ 3,259,661.57	33%
STUDENT SUPPORT	4,018,279.00	1,263,965.04	\$ 2,754,313.96	31%
TOTAL CURRENT EXPENSE	\$ 43,577,496.00	\$ 13,576,487.82	\$ 30,001,008.18	31%
<u>CAPITAL OUTLAY</u>				
EQUIPMENT	\$ 2,243,171.00	\$ 235,955.09	\$ 2,007,215.91	11%
INSTRUCTIONAL RESOURCES	79,962.00	24,458.34	55,503.66	31%
940 CAT/GRANT EQUIPMENT	21,998.00	16,296.10	5,701.90	74%
945 BIOBETTER	228,775.00	31,024.25	197,750.75	14%
TOTAL CAPITAL OUTLAY	\$ 2,573,906.00	\$ 307,733.78	\$ 2,266,172.22	12%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 46,151,402.00	\$ 13,884,221.60	\$ 32,267,180.40	30%

**CENTRAL CAROLINA COMMUNITY COLLEGE
COUNTY BUDGET REPORTS
OCTOBER 31, 2025**

LEE COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	\$ 4,077,416.00	\$ 1,129,402.99	2,948,013.01	28%
GENERAL ADMINISTRATION	603,235.00	210,406.70	392,828.30	35%
TOTAL CURRENT EXPENSE	\$ 4,680,651.00	\$ 1,339,809.69	\$ 3,340,841.31	29%
TOTAL CAPITAL OUTLAY	\$ 296,000.00	\$ 85,023.83	\$ 210,976.17	29%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 4,976,651.00	\$ 1,424,833.52	\$ 3,551,817.48	29%

CHATHAM COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	\$ 1,263,558.00	\$ 319,120.53	\$ 944,437.47	25%
GENERAL ADMINISTRATION	413,658.00	111,514.52	\$ 302,143.48	27%
TOTAL CURRENT EXPENSE	\$ 1,696,785.00	\$ 430,635.05	\$ 1,266,149.95	25%
TOTAL CAPITAL OUTLAY	\$ 150,000.00	\$ 63,139.32	\$ 86,860.68	42%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 1,846,785.00	\$ 493,774.37	\$ 1,353,010.63	27%

HARNETT COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	\$ 1,572,776.00	\$ 466,801.65	\$ 1,105,974.35	30%
GENERAL ADMINISTRATION	271,269.00	77,631.13	193,637.87	29%
TOTAL CURRENT EXPENSE	\$ 1,891,195.00	\$ 544,432.78	\$ 1,346,762.22	29%
TOTAL CAPITAL OUTLAY	\$ 200,000.00	\$ 32,780.00	\$ 167,220.00	16%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 2,091,195.00	\$ 577,212.78	\$ 1,513,982.22	28%

**CENTRAL CAROLINA COMMUNITY COLLEGE
INVESTMENT ASSET ACCOUNT
OCTOBER 31, 2025**

MALPRACTICE INSURANCE	\$ 10,422.53
CPR CARDS	1,502.01
EXCESS FEES	311,745.31
MOTORCYCLE SAFETY	15,849.87
AUTOBODY FEE	218.47
LOST REVENUE	144,591.78
CAMPUS SECURITY FEE	160,619.80
DE FEE	597,361.33
CONSTRUCTION LIVE PROJECTS	26,056.30
CON ED SELF SUPPORT	11,792.44
COMMUNITY SERVICE FEES	111,405.10
CON ED ACTIVITY FEES	5,725.20
OVERHEAD RECEIPTS 25%	24,681.31
CIVIC CENTER	31,038.78
OVERHEAD RECEIPTS 75%	60,149.19
ESTC RENTAL	12,511.40
PITTSBORO RENTAL	6,471.41
INDIRECT COST - GRANTS	304,385.11
MISC SCHOLARSHIPS	104,225.15
AD NURSING	38,484.19
PATRON FEES	111,173.44
SMALL BUSINESS LEE	5,889.71
SMALL BUSINESS CHATHAM	1,494.83
CLEARWIRE	77,683.83
BOOKSTORE	390,179.92
VENDING	104,225.15
EMERGENCY LOAN FUNDS	6,742.69
COUNTY	1,069,367.21
LOCAL CAPITAL	128,947.30
	\$ 3,874,940.76

**CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
OCTOBER 31, 2025**

REVENUES	BUDGET	ACTUAL	
MOTEL TAX	\$ 307,000.00	\$ 102,333.32	33%
LEE COUNTY CURRENT ALLOCATION	64,930.00	\$ 21,643.32	33%
SANFORD TOURISM DEVELOPMENT	-	\$ 8,866.60	
RENTAL INCOME	210,000.00	\$ 71,388.56	34%
INTEREST REVENUE	1,350.00	\$ 346.06	26%
TOTAL REVENUE	\$ 583,280.00	\$ 204,577.86	\$378,702.14
EXPENSES			
SALARIES - FT	\$ 171,789.00	56,840.00	33%
SALARIES - PT	110,000.00	46,110.35	42%
SOCIAL SECURITY	22,100.00	7,353.44	33%
RETIREMENT	41,289.00	13,987.81	34%
LONGEVITY	1,900.00	-	0%
MEDICAL INSURANCE	25,185.00	8,095.44	32%
OTHER INSURANCE	371.00	141.84	38%
LAWNS AND GROUNDS SERVICES	300.00	-	0%
JANITORIAL SERVICES AGREEMENTS	7,250.00	296.42	4%
ENGINEERING SERVICES	500.00	-	0%
WASTE REMOVAL/RECYCLING SVCS	5,000.00	451.27	9%
SECURITY SERVICE AGREEMENTS	1,500.00	225.00	15%
PEST CONTROL SVCS AGREEMENTS	1,800.00	200.00	11%
CLOTHING AND UNIFORMS	-	190.48	
CUSTODIAL SUPPLIES	7,000.00	1,611.99	23%
MAINTENANCE SUPPLIES	12,946.00	1,004.80	8%
REPAIR SUPPLIES	-	150.59	
GROUNDS SUPPLIES	250.00	-	0%
OFFICE SUPPLIES	500.00	562.03	112%
OTHER SUPPLIES	2,000.00	1,059.73	53%
TELEPHONE	1,000.00	195.47	20%
ISP CHARGES	750.00	216.00	29%
CELL PHONE	600.00	198.79	33%
HEAT	16,000.00	4,067.08	25%
WATER	5,000.00	1,565.17	31%
ELECTRICITY	100,000.00	38,408.51	38%
EQUIPMENT REPAIRS	8,000.00	7,781.71	97%
REPAIRS - GROUNDS EQUIPMENT	100.00	204.34	204%
FACILITIES REPAIRS	5,000.00	1,605.00	32%
MAINT. AGREEMENT	15,000.00	4,526.08	30%
ELECTRONIC PROCESSING FEE	5,000.00	1,791.33	36%
BANK SERVICE CHARGES	4,500.00	-	0%

**CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
OCTOBER 31, 2025**

EXPENSES (CONT)	BUDGET	ACTUAL	
ADVERTISING	1,000.00	834.57	83%
OTHER CURRENT EXPENSE	3,000.00	232.44	8%
EQUIPMENT RENTAL	5,000.00	1,648.90	33%
REGISTRATION FEES	250.00		0%
MEMBERSHIPS AND DUES	300.00	-	0%
OTHER EQUIPMENT	-	3,611.25	
NON-CAPITALIZED EQUIPMENT	4,000.00	16,843.38	421%
NON-CAPITALIZED EQUIPMENT - HIGH RISK	-	1,027.20	
TOTAL EXPENSES	586,180.00	223,038.41	38%
REVENUE OVER EXPENSES (TO DATE)			\$ (18,460.55)

**CENTRAL CAROLINA COMMUNITY COLLEGE
EXPENDITURES FOR GOOD OF SCHOOL
JULY 1, 2025 - OCTOBER 31, 2025**

<u>STUDENT RELATED</u>	
ADVISORY MEETINGS	\$ 406.57
OTHER CURRENT EXPENSES	2,524.50
FACTS PROCESSING FEE	15,513.00
ICR PROCESSING FEE	509.36
SCHOLARSHIP LUNCHEON	-
SPECIAL EVENT	468.18
TITLE IX	4,320.00
STUDENT CULTURAL ENRICHMENT	695.00
OTHER INSURANCE	-
TOTAL STUDENT RELATED	\$ 24,436.61
<u>PUBLIC RELATED</u>	
PUBLIC RELATIONS	\$ 660.70
LAUNDRY SERVICE AGREEMENTS	1,088.19
OTHER CONTRACTED SERVICES	-
REGISTRATION FEES	-
FOOD	-
IN-OF-STATE ALL TRAVEL	-
OUT-OF-STATE ALL TRAVEL	-
BOARD OF TRUSTEE EXPENSES	-
SACS/QEP EXPENSES	500.00
BANK SERVICE CHARGES	-
EMPLOYEE FLOWERS/RETIREMENT MEETINGS	-
OTHER CURRENT EXPENSES	1,362.05
TOTAL PUBLIC RELATED	\$ 3,610.94
GRAND TOTAL	\$ 28,047.55

**CENTRAL CAROLINA COMMUNITY COLLEGE
WRITE-OFF SHEET WITH AR CODES
OCTOBER 31, 2025**

CODE	DESCRIPTION	AMOUNT
INTUI	In-State Tuition	\$115,034.63
OTTUI	Out-of-State Tuition	\$25,051.29
ACCFE	Accident Insurance	\$305.49
ACTFE	Activity Fee	\$6,830.65
CSFEE	CAPS	\$2,129.64
DISFE	Distance Ed Fee	\$5,962.09
TECHF	Technology Fee	\$2,624.68
MALPR	Malpractice Insurance Fee	\$421.41
BKFEE	Follett Access Fee	\$6,023.99
FOLET	Follett Bookstore Charges	\$22,160.22
FOLSP	Follett Bookstore Supplies Charges	\$5,674.56
BOOKS	Old AR Code for access fees	\$26,678.78
VAOVP	VA Overpayment Charges	\$4,593.47
FAOVP	FA Overpayment Charges	\$364.24
BADCK	Bad Check Fee	\$1,366.83
ATIRN	ATI fee for RN	\$725.64
ATIPN	ATI fee for PN	\$1,849.00
MISCS	Miscellaneous Scholarship	\$4,525.95
MISRP	Miscellaneous Scholarship Repayment	\$1,934.53
LBKIT	Nursing Lab kit	\$320.00
RNKPL	RN Kaplan Test Fee	\$135.00
CEDOE	CE Tuition	\$439.72
CEINS	CE Insurance Fee	\$1.70
CEMAL	CE Malpractice fee	\$50.00
SECFE	CE CAPS fee	\$2.74
		\$235,206.25

3. Receive Foundation Revenue Report

Designations	1st Quarter	Current YTD
Endowment Additions	\$96,139.00	\$96,706.00
Total Restricted	\$141,492.09	\$165,950.45
Total Unrestricted	\$10,223.88	\$21,434.38
TOTAL REVENUES:	\$247,854.93*	\$284,090.83

**Figures are current through October 28, 2025, including Golf Classic results.*

4. Approve Grants in Development Report

The report on grant and strategic initiatives in development is [attached here](#).

For more information on Grants please see the [September](#) and [October](#) Monthly Office of Grants and Strategic Initiatives Reports.

5. Select & Approve Civic Center Reservation Policy & Rental Rates

Recommended Reservation Policy Options

- Option 1: Continue operation on a “first come, first reserved” basis with emphasis on fee-paying clients without firm time restrictions on advance reservations.
- Option 2: Allow reservations up to 18 months in advance for all clients, prioritizing fee-paying clients.
- Option 3: Allow reservations up to 18 months in advance for fee-paying, corporate/commercial/large-organization clients. Allow reservations up to 12 months in advance for all other clients, prioritizing fee-paying clients.

For all options, the following apply:

- Fee-exempt community partners can continue to reserve space Monday through Thursday.
- Exceptions for Friday through Sunday can be reviewed and approved by the College President.
- We continue to work with fee-exempt groups to utilize the Civic Center only when no viable spaces are available at other school or county facilities.
- We ask our fee-exempt community partners to schedule multi-year schedules of events as soon as determined (for example, high school graduations).
- Known annual events can be “rolled-over” every year for three years in advance (for example, annual backpack event).

Civic Center Rental Rate Options

Event Space/Room	Current 8 Hour Rate	Increase				Current Minimum	Increase				Current Per Hour Rate	Increase			
		3%	5%	7.50%	10%		3%	5%	7.50%	10%		3%	5%	7.50%	10%
Auditorium	\$ 320	330	336	344	352	\$ 216	222	227	232	\$ 238	\$ 54	56	57	58	59
Board Room	\$ 275	283	289	296	303	\$ 184	190	193	198	202	\$ 46	47	48	49	51
Conference Center	\$ 725	747	761	779	798	N/A	N/A	N/A	N/A	N/A	N/A				
Conference Room (Main Bldg)	\$ 150	155	158	161	165	\$ 50	52	53	54	55	\$ 25	26	26	27	28
Exhibition Hall	\$ 1,600	1,648	1,680	1,720	1,760	N/A					N/A				
Kitchen, Catering	\$ 50	52	53	54	55	N/A					N/A				
Kitchen, Exhibition Hall	\$ 140	144	147	151	154	N/A					N/A				
Lobby	\$ 425	438	446	457	468	N/A					N/A				
Meeting Room 102	\$ 220	227	231	237	242	\$ 68	70	71	73	75	\$ 34	35	36	37	37
Meeting Room 103	\$ 225	232	236	242	248	\$ 76	78	80	82	84	\$ 38	39	40	41	42
Meeting Room 111	\$ 225	232	236	242	248	\$ 76	78	80	82	84	\$ 38	39	40	41	42
Meeting Room 112	\$ 225	232	236	242	248	\$ 76	78	80	82	84	\$ 38	39	40	41	42
Meeting Room 113	\$ 225	232	236	242	248	\$ 76	78	80	82	84	\$ 38	39	40	41	42
North Gallery	\$ 55	57	58	59	61	N/A	N/A	N/A	N/A	N/A	N/A				
Patio	\$ 105	108	110	113	116	N/A	N/A	N/A	N/A	N/A	N/A				

Saturday Booking Fee	Increase			
	3%	5%	7.50%	10%
\$ 70	72	74	75	77

6. Approve Interlocal Agreement with Lee County Board of Education for Bus Use [Addition 11/7]

An [interlocal agreement](#) between the Board of Trustees and the Lee County Board of Education has been revised for the use of the Board of Education's buses by the College. Per statute, interlocal agreements must be ratified by the Boards of the participating entities. This is a draft version and is subject to formatting and organizational changes, though all substantive and material terms are intended to be firm; rates are subject to reasonable adjustments.

Full Board Agenda

1. Approve FY25-26 Budget & Form DCC 2-1

Action: Motion to approve FY25-26 Budget & Form DCC 2-1

Pursuant to NCGS § 115D-54, the Board must submit a budget request to the State Board of Community Colleges on the forms provided by the State Board (Form DCC 2-1). [Click here](#) to view the prepared DCC 2-1 for FY25-26. College Executive Leadership is asking for the Board to approve the budget as presented, the Board Chair to sign the completed DCC 2-1, and for the College to submit it to the State Board.

2. Approve First Carolina Bank Resolution

Action: Motion to approve Board Resolution Authorizing Transaction Of Business With First Carolina Bank.

In order to secure a better return on moneys held for the Phase 1A construction project for the E. Eugene Moore Manufacturing and Biotech Solutions Center, staff is recommending that a bank account be opened with First Carolina Bank to hold all unexpended monies. In order to do so, the Board must pass an [appropriate resolution](#) authorizing the opening of the account and the management of the account by the President and the Chief Financial Officer.

3. Approve Financial Services Section Policies [Revised 11/7]

Action: Motion to approve Financial Services Section policies.

The Financial Services section (originally Business Services) is being brought to the Board for approval. The following policies comprise the Financial Services section:

- [Policy 6.1.1 - Tuition and Fees](#)
- [Policy 6.1.2 - Tuition Residency Requirements](#)
- [Policy 6.1.3 - Self-Supporting Course Fees](#)
- [Policy 6.1.4 - Tuition-Fee Refunds](#)
- [Policy 6.2.1 - Fiscal Year and Budgeting Process](#)
- [Policy 6.2.2 - Insurance](#)
- [Policy 6.2.3 - Surety Bonds and Other Insurance Coverage](#)
- [Policy 6.2.4 - Facsimile Signatures](#)
- [Policy 6.2.5 - Daily Deposits](#)
- [Policy 6.2.6 - Audits](#)
- [Policy 6.2.7 - Official Depositories and Investments](#)

- [Policy 6.2.8 - Disbursement of Funds](#)
- [Policy 6.2.9 - Debt Collection](#)
- [Policy 6.2.10 - Methods of Payment](#)
- [Policy 6.2.11 - Foundation](#)
- [Policy 6.2.12 - Review of Grant Funded Projects and Programs](#)
- [Policy 6.2.13 - Sound Fiscal and Management Practices](#)
- [Policy 6.3.1 - Bookstore Operations](#)
- [Policy 6.3.2 - Vending and Concessions](#)
- [Policy 6.3.3 - Expenditure of State Funds](#)
- [Policy 6.3.4 - Accounting Procedures](#)
- [Policy 6.3.6 - Purchasing](#)
- [Policy 6.3.7 - Historically Underutilized Business](#)
- [Policy 6.3.8 - Payment Card Security](#)
- [Policy 6.3.9 - Identity Theft Red Flag](#)
- [Policy 6.3.10 - Foreign National Compliance](#)
- [Policy 6.3.11 - Excluded Vendors for Contracting Purposes](#)

4. Closed Session Regarding Bookstore Agreement with BibliU [*Corrected 11/7*]

Action: Motion to go into closed session pursuant to NCGS § 143-318.11(a)(1) and 01 NCAC 05B .0103 to discuss the details of a potential agreement with BibliU as part of the competitive solicitation process.

5. Authorize Termination of Follett Bookstore Agreement [*Corrected 11/7*]

Action: Motion to authorize the staff to terminate the Follett bookstore agreement.

Given ongoing service issues with Follett and the changing bookstore landscape, staff is recommending that the bookstore agreement with Follett be terminated if an agreement with an alternative provider is approved.

6. Amend Policy 2.3.11 - Contracting Authority

Action: Motion to amend Policy 2.3.11 - Contracting Authority as proposed by staff regarding leases of real property where the College is the lessor and the duration is over one (1) year.

In line with statutory requirements for the leasing of real property where the College is the lessor and the duration of the agreement is greater than one (1) year, staff is recommending an [amendment to Policy 2.3.11 - Contracting Authority](#) that vests signature authority over such agreements in the Board alone.

For Information Only

No Agenda Items



BOARD OF TRUSTEES

Building & Grounds Committee Agenda

Date & Time: Monday, November 10, 2025, 10:30 AM ET

Location: Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom

Committee Members: Jim Womack (Chair), John Bonardi, Brooks Matthews, Charissa Moore, Julian Philpott (*ex officio*)

Consent Agenda

1. Approve Building & Grounds Committee Meeting Minutes, September 2025

Full Board Agenda

1. Approve Ranking of Design/Engineering Firm Request for Qualifications Submission for ESTC Driving Track Rehabilitation Project
2. Approve Sale of Howard-James Industry Training Center
3. Closed Session Regarding Request for Qualifications Submissions for Real Estate Agents & Brokers [*Revised 11/7*]

For Information Only

1. Capital Projects Updates
2. Update on Potential Land Acquisition Opportunity for Harnett Main Campus
3. County Capital Improvement Project (CIP) Submissions Under Consideration for the 2027-2031 Cycle
4. Security Updates

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Building & Grounds Committee Meeting Minutes, September 2025

The college staff has prepared the [September 2025 Building & Grounds Committee minutes](#) for approval.

Full Board Agenda

1. Approve Ranking of Design/Engineering Firm Request for Qualifications Submission for ESTC Driving Track Rehabilitation Project

Action: Motion to approve ranking of Design/Engineering Firm RFQ submissions for ESTC Driving Track Rehabilitation Project

Two RFQ submissions for Design/Engineering services were received in support of the ESTC Driving Track Rehabilitation Project. Based on qualifications criteria recommended and approved by the State Construction Office, the submissions were ranked as follows:

1. Timmons Group
2. Frank Land Design

Formal approval by the Board of Trustees will allow College officials to submit the rankings to the State Construction Office for consideration and to engage in contract negotiations with the chosen firm. The goals are to have the firm under contract and completing design, engineering, and pre-construction processes this fall, and subsequently engaged in construction prior to the end of the calendar year.

2. Approve Sale of Howard-James Industry Training Center

Action: Motion to approve the sale of the Howard-James Industry Training Center and for the Board Chair to execute any agreements or documents in furtherance thereof, subject to the requirement that there are no material changes to the current agreement, including but not limited to the sale price of \$2.7 million.

The upset bid period has concluded and the original bidder was the high bidder. The due diligence period is ongoing and will conclude no later than Friday, November 21, 2025. The only remaining due diligence activities include the Phase 1 Environmental Site Assessment and the Title Search, both of which are in progress. Pending successful completion of these activities, closing will conclude no later than Monday, December 8, 2025. To effectuate the sale of the Howard-James Industry Training Center by this date, the Board needs to authorize the Chair to execute any necessary agreements or documents so long as there are no material changes to the terms of the agreement.

3. Closed Session Regarding Request for Qualifications Submissions for Real Estate Agents & Brokers [Revised 11/7]

Action: Motion to go into closed session pursuant to NCGS § 143-318.11(a)(1) and 01 NCAC 05B .0103 to discuss the Real Estate Agent & Brokers Request for Qualifications submissions as part of the competitive solicitation process.

For Information Only

1. Capital Projects Updates

Harnett Advanced Technology Training Center

Harnett County, with funding from the I-95/I-40 Economic Development Alliance, will soon complete renovation of the facility in Dunn, formerly known as Triangle South Enterprise Center, where the college operated a small business incubator and managed a Small Business Center. The county will retain ownership of the newly renovated facility, which will be named the Harnett Advanced Technology Training Center. CCCC will be the facility's primary tenant and will offer short-term training for employment in local high-demand sectors such as Biotechnology and IT/Cybersecurity beginning in the first quarter of 2026.

Moore Center – Bioprocessing Building Renovation

Demolition was completed during early October 2025. Interior wall construction and utilities infrastructure is being addressed in the current phase.

Moore Center – Main Building Renovation – Phase 1

Hobbs Architects, ADW Architects, and Samet/Sanford will provide an update on the project status and estimated probable cost.

Kelly Drive Relocation (NCDOT # R-5959)

NCDOT recently provided the college with an updated schedule for this project, as follows:

- March 2026 – complete right of way acquisition
- April 2026 – Begin utility relocation efforts (power, etc.)
- February 2027 – complete utility relocation efforts
- March 2027 – Advertise for bids for construction
- April 2027 – Receive bids for construction
- June 2027 – Award contract for construction

2. Update on Potential Land Acquisition Opportunity for Harnett Main Campus

A real estate developer who owns the majority of the real property adjacent to the western and northern boundaries of Harnett Main Campus has communicated to the Town of Lillington an interest in selling a 7.5-acre parcel bordering the northwestern boundary of the existing campus property. There is also a potential opportunity for a separate 23.5-acre adjacent tract to become available to the college through the Town of Lillington. If both acquisitions are executed, it would double the size of the Harnett Main Campus, ensuring the college's ability to construct new facilities to help meet the needs of the county's economic expansion and population growth.

3. County Capital Improvement Project (CIP) Submissions Under Consideration for the 2027-2031 Cycle

Lee County - Moore Center Main Building Phase 2 (Priority 1)

Phase 2 will involve renovation of approximately 120,000 square feet of classroom, laboratory, and collaboration space for computer-aided machining, electronics engineering, industrial systems maintenance, welding technology degree, as well as short-term training programs in advanced manufacturing, all of which prepare graduates for jobs that will be in high demand by employers in Lee and surrounding counties in the region.

Lee County - ESTC Fire/EMS Training Facility (Priority 2)

This project calls for the construction of two structures at the Emergency Services Training Center in Sanford: 1) a 16,000 SF Fire/EMS training facility and 2) a prefabricated, modular fire training tower. The dedicated Fire and EMS training facility will include three classrooms (EMS/EMT, Firefighting, Flex space), an EMS/EMT lab, and bays for housing the college's fire trucks and ambulances. The basis of design is recently completed emergency services station in the service area, with three vehicle bays, turnout gear spaces, equipment storage, and classrooms.

Lee County - Wilkinson Hall Renovation/LEC Relocation (Priority 3)

This project will involve moving the Lee Early College from the current modular classrooms to another permanent space on the Lee Main Campus. The location identified as the most effective and efficient option for this move is Wilkinson Hall, which currently houses programs scheduled to relocate to the Moore Center at the completion of the Main Building Phase 2 renovations.

Harnett County - Joint Use Skilled Trades Building/CTE High School (to be submitted by Harnett County Schools)

This project involves new construction on Harnett Main Campus of a facility designed for skilled trades and technical training. Recent discussions with Harnett County Schools (HCS) and the County Manager's office have generated the concept of a joint-use facility that integrates a CTE

high school with defined classrooms and offices for HCS, along with labs and shops that would be jointly used for high school and college programming (both dual enrollment and traditional). The County Manager's staff recommended HCS submit the CIP form for this project.

4. Security Updates

A successful table-top active shooter drill with sixteen attendees was held on the Harnett Campus on October 9th with Lt. Brandon Davis of the Harnett Sheriff's Office. The exercise was conducted by personnel from CCCC Public Safety, Lillington Police Department, and Harnett County Sheriff's Office.



BOARD OF TRUSTEES

Personnel Committee Agenda

Date & Time: Monday, November 10, 2025, Noon ET

Location: Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom

Committee Members: Chip Post (Chair), James Crawford, Genia Morris, Jerry Pedley, Julian Philpott (*ex officio*)

Consent Agenda

1. Approve Personnel Committee Meeting Minutes, September 2025
2. Receive Personnel Reports

Full Board Agenda

No Agenda Items

For Information Only

1. Signature Authority Procedures

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Personnel Committee Meeting Minutes, September 2025

The College staff has prepared the [September 2025 Personnel Committee minutes](#) for approval.

2. Receive Personnel Reports

Attrition Report

QUARTER TWO (2025 - 2026) ATTRITION	
Resignations	6
Retirements	0
Deceased	0
Terminations	0
Reduction-in-Force	1
Total	7

Turnover Report

QUARTER TWO (2025 - 2026) TURNOVER		
	Average # of Employees	# of Employees Separated
President's Office	10	0
Foundation	3	0
Onboarding & Academic Advising	42	2
Student Learning Division	191	1
Student Services Division	43	1
Advancement and Operations	24	0
Workforce Development	42	3
Harnett Campus	63	0
Chatham Campus	22	0
Collegewide Totals	440	7

Quarter Turnover Rate: **1.59%**

Fiscal Year Turnover Rate: **4.54%**

New Employee Report

1. Carissa Cain, Career and College Promise Advisor, 09/10/2025
2. Meggan Pollard, Events & Engagement Coordinator, 10/01/2025
3. Jimmie Simmons, Public Safety Administrative Specialist/Basic Rider Course Coordinator, 10/06/2025
4. Leona Beltran, Nursing Instructor (12 months), 10/06/2025
5. Lanita Kelly, Purchasing Support Technician, 10/08/2025
6. Joseph Frederick, Lead Business Instructor (9 months), 10/20/2025
7. David Battigelli, Biotechnology Instructor (9 months), 10/20/2025
8. Yanira Scott, Juntos Coordinator (12 Months), 10/31/2025

Promotions & Position Changes

1. James “Daniel” McNeill, Director of Facilities Maintenance, 09/10/2025
2. Hope McGhee, Administrative Operations Assistant, 10/09/2025
3. Aspen Taylor, Student Success Coordinator, 10/01/2025

Full Board Agenda

No Agenda Items

For Information Only

1. Signature Authority Procedures

In accordance with [Policy 2.3.11 - Contracting Authority](#), the President has adopted [Procedure 2.3.11.1 - Signature Authority Delegations](#), memorializing the signature authority delegations to appropriate staff members.



BOARD OF TRUSTEES

Programs & Student Supports Committee Agenda

Date & Time: Monday, November 10, 2025, 1:30 PM ET
Location: Lee Main Campus, Dennis A. Wicker Civic &
Conference Center, Executive Boardroom

Committee Members: Pat Kirkman (Chair), James Crawford, Gladys McAuley, Taylor Vorbeck, Julian Philpott (*ex officio*)

Consent Agenda

1. Approve Programs & Student Supports Committee Meeting Minutes, September 2025
2. Approve Curriculum Review Committee Actions, October & November 2025 [*Revised 11/7*]

Full Board Agenda

No Agenda Items

For Information Only

1. Curriculum Updates [*Revised 11/7*]
2. Continuing Workforce Education Report
3. Student Services Updates
4. Student Onboarding and Advising Report
5. Accreditation Communications

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Programs & Student Supports Committee Meeting Minutes, September 2025

The College staff has prepared the [September 2025 Programs & Student Supports Committee minutes](#) for approval.

2. Approve Curriculum Review Committee Actions, October & November 2025 [Revised 11/7]

The Curriculum Review Committee met on October 22, 2025 and recommended the actions indicated on the [linked summary document](#). The Curriculum Review Committee also met on November 4, 2025 and recommended an action to close the Nurse Aide certificate due to no enrollment.

Full Board Agenda

No Agenda Items

For Information Only

1. Curriculum Updates [Revised 11/7]

Academic Policy Committee Action

The Academic Policy Committee voted on the following actions in October and November:

Modify the limited enrollment program admissions process. President's Council approved the change to go into effect this fall for students applying for admission in the Fall 2026 cohort. Applicants to limited enrollment programs will no longer take the TEAS or TOEFL because they will have shown academic success in general education courses. Students will be either *accepted* if they meet all requirements or *provisionally accepted* if they earn a C in science classes or have not finished general education courses. All *accepted* students will be offered seats first, with the remaining seats filled by *provisionally accepted* students. Communication processes have been streamlined and barriers to admission removed for students.

Modify admissions process for Esthetics program. President's Council approved the change to go into effect Fall 2026. This change will align Esthetics admissions with other limited enrollment programs at the college by transitioning to a first-come, first-served waitlist model rather than a competitive points-based model.

Require returning (formerly dismissed) nursing students to complete ATI Launch: Nursing Academic Readiness. President's Council approved this change to go into effect for students entering the program in Fall 2026. Students who are seeking re-entry into a nursing program after an unsuccessful attempt in an NUR course will be required to complete the ATI Launch: Nursing Academic Readiness course before re-enrolling. This six-week, self-paced program is designed to strengthen skills in reading, math, science, and study strategies, giving students the tools they need to be successful in their final attempt at nursing coursework. Because

students are permitted to take an NUR course only twice, completing Launch helps ensure that re-entry students are better prepared to succeed and progress in the program. The \$250 cost of the program will be the responsibility of the student, but financial assistance may be available through the Nursing Foundation. On average, 5-8 students re-enter the nursing program every year.

Establish admissions guidelines for Paramedic to ADN bridge program and establish GOT for applicants. President's Council approved this change to go into effect for students entering the program in Fall 2026. To apply to the program, students will be required to hold a current and unencumbered North Carolina Paramedic Certification or National Registry Paramedic Certification and meet all current ADN admission requirements. Applicants must also have a minimum of one year of experience as a paramedic providing direct patient care within the past two years. Interested students will enroll in the Nursing Paramedic GOT to complete the required general education classes for the Associate Degree Nursing program and take NUR 215: Paramedic to RN Bridge Concepts, offered in the spring semester. After successfully completing NUR 215, students will be awarded curriculum credit for NUR 111, 112, and 113, in recognition of prior training and clinical experience. They will then integrate into the current ADN cohort in the summer semester to complete NUR 114, 211, 212, and 213, progressing alongside traditional nursing students toward graduation and eligibility for RN licensure.

Add courses to GOT program for VMT applicants. President's Council approved this change to go into effect Fall 2026. VET 110, Animal Breeds and Husbandry, and VET 237, Animal Nutrition, will be added to courses available to VMT applicants awaiting acceptance into the program.

Require CCP students to commit to a pathway for a minimum of one year. President's Council approved this change to go into effect Fall 2026. Eligible CCP students will be able to select up to two pathways for the academic year: either one college transfer pathway and one CTE pathway, or two CTE pathways. Once pathways are selected, students may not change them during the same academic year. An academic year is defined as Fall through Summer (for example, Fall 2026, Spring 2027, and Summer 2027). Students are permitted to take courses only within their designated pathways. Pathway selection will occur during the application process and through individual advising sessions with the student's CCP advisor to ensure alignment with the student's career and college goals. Advisors will guide students in completing their chosen pathway and encourage adherence to a structured plan that leads to earning a credential. Students will be informed at the time of enrollment and pathway selection that they may only take courses within their selected pathways for the duration of the academic year. In cases of extenuating circumstances where a pathway change is necessary, students must obtain approval from the Executive Director of Secondary Partnerships.

Allow multiple credentials to be awarded to students in a semester. President's Council approved this change to go into effect this fall. This change repeals the previous policy where only the highest credential for which the student is eligible is awarded in a given semester. The new policy encourages students to apply for credentials as they are earned. For example, if a student earns a certificate in the process of completing a degree, they should apply for the certificate before the degree.

Career Community Updates

Arts

- Lee County Commissioner Kirk Smith collaborated with CCCC's ACES and Arts Career Community to host three screenings of *The American Constitution* with live Q&A with the film director, David Garrigus. The event was sponsored by Private John Grady Chapter, National Society Daughters of the American Revolution, and Eugene and Ruby Moore, and the documentary will air on PBS.

Health Sciences

- Nursing currently has a 100% NCLEX pass rate for both ADN and PN this year, and 98% retention for the fall cohorts.
- The Health and Fitness Science program in partnership with CCCC Athletics, hosted the first "Fitness First Fridays," an inclusive physical activity program designed specifically for students with intellectual and developmental disabilities (IDD), on the first Friday in October.
- The inaugural accelerated Medical Assisting program launched at the Harnett Health Sciences Center with nine students, and all nine successfully completed their first eight-week semester with A's and B's.
- CAPTE will be on-site for the initial Physical Therapist Assistant accreditation visit on December 3-5, 2025.

Center for Organizational Excellence Updates

- CCCC's 2025-2026 catalog is live in Coursedog, with the continuing education and CCP catalogs coming soon. You can view the curriculum catalog at <https://catalog.cccc.edu/>
- Coursedog Events, which facilitates room scheduling, is in testing with a launch planned for November.

2. Continuing Workforce Education Report

Customized Training

- 12 active projects representing three (3) businesses in Chatham County, three (3) in Harnett County, and six (6) in Lee County.
 - \$2.2M Total value of project training portfolio
 - 1472 Number of employees taking classes, July 2025 – October 21, 2025
 - 1181.5 Number of hours on instruction, July 2025 – October 2025
- 5 new projects in the pipeline, representing one (2) business in Chatham County and three (3) businesses in Lee County
- 2025 MFG Day - Friday, October 3, 2025, at the Moore Center
 - Over 700 attendees, ~500 of whom were K12 students from Harnett, Lee, and Cumberland counties. Chatham County schools were on a teacher workday, but 10-15 came by themselves/with parents.

- o Over 40 exhibitors, including manufacturers, CCCC programs, university, and workforce partners.
- o New addition of MFG Day Bingo this year provided students with thoughtful questions/conversation starters that the exhibitors, students, and teachers alike all seemed to enjoy.

Public Safety

EMS

- EMS continues to expand both in-service and initial course offerings to meet regional demand.
- Director Wilson successfully launched the first hybrid EMT and Advanced EMT courses of their kind at CCCC.
- Planning is now underway for a Paramedic Initial course in January 2026, in partnership with local EMS providers, with anticipated enrollment of 30–40 students.

Fire and Rescue

- The CCCC Fire Academy held a leather fire helmet raffle that raised \$4,500 for the CCCC Foundation. These funds will directly support cadet scholarships and uniforms.
- Director Tart, in collaboration with the Marketing Department, developed new fire logos for both the Fire Academy and Fire/Rescue programs. All four training engines have been rebranded with the updated logo scheme and the CCCC emblem, strengthening program identity and visibility.
- Bobbitt Construction has been selected as the Design-Build firm for the new Burn Building at the Harnett Main Campus. The college is awaiting a formal contract from the State Construction Office (SCO) and subsequent ratification, but has already begun design coordination meetings with the firm.

Law Enforcement In-Service Training

- On October 8, BLET graduated its first cohort under the new 876-hour format (previously 640 hours) with a 100% state exam pass rate, continuing a perfect pass rate record dating back to January 2023.
 - o This milestone is particularly notable because several community colleges piloting the new format experienced significant challenges and low completion rates. CCCC's success stands out as a model implementation, due in large part to the leadership of Director Kelly and Coordinator Kirkman.

Workforce Special Programs

Microelectronics & Nanomanufacturing Certificate Program (MNCP)

The fall pilot MNCP cohort is now past the halfway point, with all five original students still enrolled, actively engaged, and successfully completing assignments—an exceptional retention rate compared to national benchmarks for first cohorts. The MNCP is a grant-funded partnership with NC State University, NC A&T State University, and Penn State focused on developing pathways for veterans into the microelectronics and nanomanufacturing industries. Applications for the spring cohort opened on October 23.

Microelectronics Manufacturing CE Course

Our new continuing education course in Microelectronics Manufacturing, developed as part of the CLAWS grant, was approved by the State Board of Community Colleges at their October meeting. Content development is well underway, with a proposed launch in February 2025.

Immersive Learning Lab

The new VR-based Immersive Learning Lab has been established in the Moore Center, with the first training demonstration scheduled for November 10. The lab will be used primarily for semiconductor manufacturing training beginning in the spring, but will also support other programs utilizing virtual reality to expand training opportunities.

Certified Manufacturing Associate (CMfgA) Pilot

The pilot course for the Certified Manufacturing Associate (CMfgA) launched in October. Students will have opportunities to engage with local employers later in the course and again in the spring. Multiple AdvanceNC colleges will also be rolling out this course in the spring as part of our regional effort to create standardized training and curricula for entry-level manufacturing careers.

AdvanceNC – New Member

We officially welcomed Forsyth Tech as the 12th community college partner in AdvanceNC and have begun integrating them into existing initiatives. Forsyth's work on the AWSM grant closely aligns with the mission and ongoing efforts of AdvanceNC, and they are eager to contribute to collaborative regional initiatives.

Workforce Strategic Initiatives Update

BioWork Expansion

The College remains on track to launch the BioWork in Dunn this spring. This expansion strengthens our regional life-sciences training footprint and provides an accessible entry point for new technicians entering the biomanufacturing workforce. Recruitment and scheduling are underway.

Maintenance Technician Apprenticeship

Our multi-company Maintenance Technician Apprenticeship cohort continues to build momentum.

- October 14 – Employer breakfast session co-led by Pfizer to confirm shared goals and discuss program design.
- October 27 - Follow-up meeting to finalize the related instruction plan.
- Documented employer interest is strong enough to support an additional instructor.

AdvanceNC BILT Leadership Grant

CCCC has delivered two 1-hour professional development sessions for AdvanceNC colleges to implement a Regional Business and Industry Leadership Team (BILT) model supporting the Industrial Maintenance Mechanic pathway. The next steps are to host a regional industry working meeting in the spring to determine the knowledge, skills, and abilities employers need, and to cross-reference these results with current learning outcomes. This work will strengthen alignment across the region and ensure employers play a co-leadership role in shaping curriculum and work-based learning experiences.

Work-Based Learning (WBL) Enhancement

Aligned with the College's strategic plan, efforts are underway to enhance work-based learning opportunities for students. Initiatives include:

- Developing new marketing materials to raise awareness of WBL options.
- Leveraging the industry CRM system to streamline employer engagement and placements.
- Increasing support for faculty and staff to connect students directly with internships, apprenticeships, and on-the-job learning experiences.

3. Student Services Updates

Library

Professional Achievement & Community Impact

- Morgan Pruitt, Harnett Librarian, was selected as an NC LEAF Fellow (Libraries for Entrepreneurial Advancement Fellowship), a prestigious statewide honor that will enhance our support for Small Business Centers and strengthen community engagement.
- Morgan presented at NCLA (North Carolina Library Association), and Mari Wimberly presented at NCCCAA (North Carolina Community College Archives Association).
- Allison submitted a journal entry for the NCLA North Carolina Libraries journal highlighting her previous “Privacy Heroes” article that’s currently in the peer review process.

Events & Engagement

- Hosted Lemonade & Lawn Games with over 150 attendees.
- Organized Roving Reference Week at LMC with 117+ student interactions, bringing library services directly to students.
- Presented Outside the Search Box with 36 live participants and 72 total registrants.

Student Success & Service Enhancements

- Recorded 1,054 study room reservations (2,043 hours), a 7% increase year-over-year.
- Logged 27,381 library visits (Aug–Sept) across campuses through door count, a 12% increase compared to last year.

Student Activities

November 3rd-4th-5th “Cougar Prowl” Fall Fest Event for students in all three counties.

The Student Senators attended the South Piedmont Division SGA Conference in Monroe, NC on the weekend of September 20-21.

Financial Aid

2025-2026 Information

- Total FAFSAs Rec'd for 2025-2026: 8,007, *Pell Eligible*: 4,421
- Total Federal Pell Funds Disbursed: \$4,327,222.39
- Total Next NC/State Funds Disbursed: \$194,790

We have disbursed for all sessions except the 2nd 8wks which will occur on Nov. 7th.

Veterans

Military Affiliated Students: 332

4. Student Onboarding and Advising Report

Enrollment Efforts and Onboarding Initiatives

- Registration for Spring 2026 opened on October 27th, and we are anticipating a record spring enrollment.
- High school visits
 - CCCC staff are in the midst of a Fall Recruiting Tour, visiting high schools in eight different counties.

- Staff assisted students during College Application Week at every public high school in the service area.
- Career center staff are providing community outreach through presentations at local high schools and academies, promoting CCCC programs and career pathways to prospective students.
- #RedCarpetRegistration is scheduled for local graduating seniors from March 23 to April 28, 2026.
- CCCC staff collaborated in a career fair with First Health to speak to every 7th grader in Lee County.
- We will complete our 9th-12th-grade student campaigns by the end of the year; companion parent campaigns will be launched at the same time. We are finalizing a comprehensive high school communication plan.
- Homeschool student enrollment continues to grow (more than 140 students)

Transfer

- We are a partner college in the new NC State Wolfpack Connect program, a guaranteed-transfer pathway program for eligible students. Participating students gain guaranteed admission into NC State in one of 100+ eligible majors. This will begin in FA26,
- We are finalizing an agreement with Western Carolina University to be a member of the WCU Connect program, which is designed for traditional associate degree transfers and is available to all associate degree-seeking students interested in transitioning to a four-year institution.
- Representatives from five HBCUs and over 100 students attended the First Gen/HBCU Celebration at CCCC on Oct. 22.
- The Annual Transfer Fair will take place on Nov. 6 from 9-11 a.m. at the Civic Center. Representatives from over 20 universities are expected to attend.
- Onboarding and Advising led a University Partner Summit on September 19, focused on high school counselors. The event featured a robust conversation about transfer procedures between high school counselors, CC advising staff, and University partners.

Partnership and Process Updates

- Our Secondary Partnership team has recently met with Chatham County Schools (district leadership, high school principals, and lead counselors) to discuss ways to optimize our dual enrollment programming. Future meetings are scheduled with Lee County Schools and Harnett County Schools.
- We continue to refine processes in Slate, including applications, change of programs, and graduation communication, to make it easier for our staff to customize services to students.

- We have begun implementation of Leon’s Law (designed to give parents access to academic records) and will be developing a unique “parent portal” that will allow parents to access the information more easily.

Student Support Efforts

- We are just beginning the implementation of NC BOOST- (Building Opportunities through Organization, Support, and Training). It is a statewide initiative led by 15 community colleges designed to strengthen student success and retention and to promote enrollment in high-need workforce and transfer areas. It provides funding, training, and data support to help colleges improve academic advising, onboarding, and wraparound services, especially for adult learners and underserved populations.
- CCCC has received a Jobs for the Future grant to support students who are parents (2Gen). A team will determine how to use the resources to best support these students.
- The Belk Foundation has awarded a grant to provide additional InsideTrack Training so that we can develop staff with advanced coaching skills.
- Student Onboarding and Success is partnering with Advising to create a Student Support Services Bot—a specially designed AI bot to help students better understand and use available support resources.

Cougar Athletics

- Planning for athletic banding of the exterior of Powell Hall is nearing completion and should begin soon.
- Men's and Women's Soccer had successful inaugural seasons and are already building for next year.
- Men’s basketball has started, and we are anticipating a good season.

5. Accreditation Communications

SACSCOC Communications

August 2025

- Submitted the differentiated review verification form to SACSCOC. As a member institution, we follow all required steps for reaffirmation. Because we qualify for differentiated review, we will report on fewer standards as part of the reaffirmation process.

September 2025

- Received the Leadership Orientation letter from SACSCOC, which requires submission of the SACSCOC Summary Form and Pre-Orientation Survey by October 31, 2025. The letter also confirmed that our reaffirmation team will attend the SACSCOC Conference in December 2025.

- Submitted an off-campus instructional site closure request for the Center for Workforce Innovation.
- Received a request from SACSCOC for additional information regarding the Baking and Pastry Certificate and submitted our response addressing their questions.

October 2025

- Received SACSCOC approval for the Baking and Pastry Certificate.
- Received a request for additional information about the closure of the Audio and Video Production Technology program and submitted our response.
- Submitted the SACSCOC Summary Form and Pre-Orientation Survey as required.

HLC Update

The accreditation team completed the first draft of the narratives and began gathering evidence for the Preliminary Peer Review. We also established an accreditation committee to review each narrative and ensure full alignment with HLC's criteria and assumed practices.