



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

Monday, April 20, 2026

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

Zoom Link: <https://us06web.zoom.us/j/85796634017>

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, April 22, 2026, 6:00 PM ET

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

Dinner Presentations

Dr. Dale McInnis, State Board Member - Multi-year Enrollment Trends Data

PRELIMINARY MATTERS

Ethics Statement & Mission Statement of the College

Approval of Consent Agenda

CONSENT AGENDA

Board Minutes

1. [Approve Board of Trustees Meeting Minutes, November 2025](#)
2. [Approve Closed Session Meeting Minutes Full Board, November 2025](#)
3. [Approve Special Called Meeting Minutes, February 2026](#)

Finance Committee

1. Approve Finance Committee Meeting Minutes, November 2025
2. Approve Concurrent Closed Session Meeting Minutes Between Building & Grounds and Finance, November 2025
3. Approve Closed Session Meeting Minutes Finance, November 2025
4. Ratify Prior Authorization to Execute Bookstore Agreement with BibliU
5. Receive Finance Reports for Period Ending March 31, 2026
6. Receive Foundation Revenue Report
7. Approve Grants in Development Report
8. Approve Staff to Conduct RFP for Charging Station Service Providers

Building & Grounds Committee

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

2. Approve Concurrent Closed Session Meeting Minutes Between Building & Grounds and Finance, November 2025

Personnel Committee

1. Approve Personnel Committee Meeting Minutes, November 2025
2. Receive Personnel Reports
3. Approve Holiday Calendar 2026-2027
4. Approve Summer Operating Schedule
5. Approve Educational Leave Request: Kelly Blakley

Programs & Student Supports Committee

1. Approve Program & Student Supports Committee Meeting Minutes, November 2025
2. Approve Curriculum Review Committee Actions, February 2026 [**Revised 4/17/2026**]
3. Approve Academic Policy Committee Actions, March 2026

FOR FULL BOARD CONSIDERATION AND DELIBERATION

Finance Committee

1. Authorize Staff to Enter Into Contract Negotiations with Recommended Food and Beverage Vending Service Providers [**Revised 4/17/2026**]
2. Approve Donation of ~~Pod A Mobile Units~~ Mobile Units from a Pod to Lee County Board of Education (Joint Recommendation with Building & Grounds) [**Amended 4/20/2026**]

Building & Grounds Committee

1. Approve Donation of ~~Pod A Mobile Units~~ Mobile Units from a Pod to Lee County Board of Education (Joint Recommendation with Building & Grounds) [**Amended 4/20/2026**]

Personnel Committee

No Items.

Programs & Student Supports Committee

No Items.

CONCLUDING MATTERS

Other Information

Updates by the President

Comments by the Chair

Adjournment



BOARD OF TRUSTEES

Finance Committee Agenda

Date & Time: Monday, April 20, 2026, 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, November 2025
2. Approve Concurrent Closed Session Meeting Minutes Between Building & Grounds and Finance, November 2025
3. Approve Closed Session Meeting Minutes Finance, November 2025
4. Ratify Prior Authorization to Execute Bookstore Agreement with BibliU
5. Receive Finance Reports for Period Ending March 31, 2026
6. Receive Foundation Revenue Report
7. Approve Grants in Development Report
8. Approve Staff to Conduct RFP for Charging Station Service Providers

Full Board Agenda

1. Authorize Staff to Enter Into Contract Negotiations with Recommended Food and Beverage Vending Service Providers [**Revised 4/17/2026**]
2. Approve Donation of ~~Pod A Mobile Units~~ Mobile Units from a Pod to Lee County Board of Education (Joint Recommendation with Building & Grounds) [**Amended 4/20/2026**]

For Information Only

No Items.

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Finance Committee Meeting Minutes, November 2025

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

2. Approve Concurrent Closed Session Meeting Minutes Between Building & Grounds and Finance, November 2025

The college staff has prepared the [November 2025 Closed Session Meeting Minutes Between Building & Grounds and Finance](#) for approval.

3. Approve Closed Session Meeting Minutes Finance, November 2025

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

4. Ratify Prior Authorization to Execute Bookstore Agreement with BibliU

The November 2025 motion to authorize staff to execute a bookstore agreement with BibliU was made without a second due to a misunderstanding that the committee had not made a recommendation. Staff is requesting a ratification of the authorization.

5. Receive Finance Reports for Period Ending March 31, 2026

The staff has prepared the finance reports for the period ending March 31, 2026, which are presented on the pages that follow.

**CENTRAL CAROLINA COMMUNITY COLLEGE
STATE BUDGET REPORT
MARCH 31, 2026**

CURRENT EXPENSE	ALLOTMENT FOR YEAR	EXPENDITURE S THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
EXECUTIVE MANAGEMENT	\$ 1,736,862.00	\$ 1,228,457.11	\$ 508,404.89	71%
FINANCIAL SERVICES	2,818,013.00	1,155,047.05	\$ 1,662,965.95	41%
GENERAL ADMINISTRATION	2,747,721.00	2,060,839.47	\$ 686,881.53	75%
INFORMATION SYSTEMS	1,612,082.00	1,192,066.18	\$ 420,015.82	74%
INSTRUCTION - CURRICULUM	20,724,469.00	14,956,447.95	\$ 5,768,021.05	72%
INSTRUCTION - NON-CURRICULUM	5,894,119.00	3,843,947.18	\$ 2,050,171.82	65%
ACADEMIC SUPPORT	4,818,842.00	3,642,312.83	\$ 1,176,529.17	76%
STUDENT SUPPORT	4,059,653.00	2,945,169.74	\$ 1,114,483.26	73%
TOTAL CURRENT EXPENSE	\$ 44,411,761.00	\$ 31,024,287.51	\$ 13,387,473.49	70%
<u>CAPITAL OUTLAY</u>				
EQUIPMENT	\$ 2,243,171.00	\$ 654,739.48	\$ 1,588,431.52	29%
INSTRUCTIONAL RESOURCES	79,962.00	45,698.09	\$ 34,263.91	57%
940 CAT/GRANT EQUIPMENT	16,297.00	16,296.10	\$ 0.90	100%
945 BIOBETTER	228,775.00	65,691.19	\$ 163,083.81	29%
TOTAL CAPITAL OUTLAY	\$ 2,568,205.00	\$ 782,424.86	\$ 1,785,780.14	30%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 46,979,966.00	\$ 31,806,712.37	\$ 15,173,253.63	68%

CENTRAL CAROLINA COMMUNITY COLLEGE

STATE BUDGET TRANSFERS

MARCH 31, 2026

	03/31/2025	12/31/2025		
EXECUTIVE MANAGEMENT	\$ 1,736,862.00	\$ 1,685,146.00	\$ 51,716.00	Budget Revision
FINANCIAL SERVICES	2,818,013.00	1,779,586.00	406,439.00	Budget Revisions
			378,836.00	Longevity
			253,152.00	Enrollment Growth Reserve
			1,038,427.00	
GENERAL ADMINISTRATION	2,747,721.00	2,808,244.00	(60,523.00)	Budget Revision
INFORMATION SYSTEMS	1,612,082.00	1,594,237.00	17,845.00	Budget Revision
INSTRUCTION - CURRICULUM	20,724,469.00	20,748,238.00	(39,649.00)	Budget Revision
			15,880.00	Faculty Retention Bonuses
			(23,769.00)	
INSTRUCTION - NON-CURRICULUM	5,894,119.00	6,180,567.00	(43,410.00)	Apprenticeship Expansion Recall
			56,257.00	Customized Training
			(299,295.00)	Budget Revision
			(286,448.00)	
ACADEMIC SUPPORT	4,818,842.00	4,798,920.00	19,922.00	Budget Revision
STUDENT SUPPORT	4,059,653.00	4,056,087.00	3,566.00	Budget Revision
TOTAL CURRENT EXPENSE	\$ 44,411,761.00	\$ 43,651,025.00	\$ 760,736.00	
<u>CAPITAL OUTLAY</u>				
EQUIPMENT	\$ 2,243,171.00	\$ 2,243,171.00	\$ -	
INSTRUCTIONAL RESOURCES	79,962.00	79,962.00	\$ -	
940 CAT/GRANT EQUIPMENT	16,297.00	38,295.00	\$ (21,998.00)	Perkins Grant
945 BIOBetter	228,775.00	228,775.00	\$ -	
TOTAL CAPITAL OUTLAY	\$ 2,568,205.00	\$ 2,590,203.00	\$ (21,998.00)	
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 46,979,966.00	\$ 46,241,228.00	\$ 738,738.00	

**CENTRAL CAROLINA COMMUNITY COLLEGE
COUNTY BUDGET REPORTS
MARCH 31, 2026**

LEE COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	\$ 4,120,696.00	\$ 2,795,640.00	1,325,056.00	68%
GENERAL ADMINISTRATION	540,386.00	430,834.00	109,552.00	80%
TOTAL CURRENT EXPENSE	\$ 4,661,082.00	\$ 3,226,474.00	\$ 1,434,608.00	69%
TOTAL CAPITAL OUTLAY	\$ 296,000.00	\$ 527,421.64	\$ (231,421.64)	178%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 4,957,082.00	\$ 3,753,895.64	\$ 1,203,186.36	76%

CHATHAM COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	\$ 1,286,493.00	\$ 824,548.34	\$ 461,944.66	64%
GENERAL ADMINISTRATION	410,292.00	243,953.84	\$ 166,338.16	59%
TOTAL CURRENT EXPENSE	\$ 1,696,785.00	\$ 1,068,502.18	\$ 628,282.82	63%
TOTAL CAPITAL OUTLAY	\$ 150,000.00	\$ 91,941.28	\$58,058.72	61%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 1,846,785.00	\$ 1,160,443.46	\$686,341.54	63%

HARNETT COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	\$ 1,651,111.00	\$ 1,088,126.40	\$ 562,984.60	66%
GENERAL ADMINISTRATION	240,084.00	170,792.10	69,291.90	71%
TOTAL CURRENT EXPENSE	\$ 1,891,195.00	\$ 1,258,918.50	\$ 632,276.50	67%
TOTAL CAPITAL OUTLAY	\$ 200,000.00	\$ 32,780.00	\$ 167,220.00	16%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 2,091,195.00	\$ 1,291,698.50	\$ 799,496.50	62%

**CENTRAL CAROLINA COMMUNITY COLLEGE
INVESTMENT ASSET ACCOUNT
MARCH 31, 2026**

MALPRACTICE INSURANCE	\$ 10,609.01
CPR CARDS	1,528.89
EXCESS FEES	317,323.31
MOTORCYCLE SAFETY	16,133.47
AUTOBODY FEE	222.38
LOST REVENUE	147,178.93
CAMPUS SECURITY FEE	163,493.74
DE FEE	608,049.81
CONSTRUCTION LIVE PROJECTS	26,522.52
CON ED SELF SUPPORT	12,003.45
COMMUNITY SERVICE FEES	113,398.44
CON ED ACTIVITY FEES	5,827.63
OVERHEAD RECEIPTS 25%	25,122.92
CIVIC CENTER	31,594.24
OVERHEAD RECEIPTS 75%	61,225.43
ESTC RENTAL	12,735.26
PITTSBORO RENTAL	6,586.91
INDIRECT COST - GRANTS	309,831.41
MISC SCHOLARSHIPS	106,090.03
AD NURSING	39,172.79
PATRON FEES	113,158.73
SMALL BUSINESS LEE	5,995.09
SMALL BUSINESS CHATHAM	1,525.51
CLEARWIRE	79,073.80
BOOKSTORE	397,161.32
VENDING	106,090.03
EMERGENCY LOAN FUNDS	6,863.22
COUNTY	1,088,501.19
LOCAL CAPITAL	131,254.54
	\$ 3,944,274.00

**CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
MARCH 31, 2026**

REVENUES	BUDGET	ACTUAL	
MOTEL TAX	\$ 307,000.00	\$ 250,765.23	82%
LEE COUNTY CURRENT ALLOCATION	64,930	48,697.47	75%
SANFORD TOURISM DEVELOPMENT		8,866.60	
RENTAL INCOME	210,000	151,871.16	72%
INTEREST REVENUE	1,350	901.43	67%
TOTAL REVENUE	\$ 583,280.00	\$ 461,101.89	79%
EXPENSES			
SALARIES - FT	\$ 171,789.00	\$ 130,935.00	76%
SALARIES - PT	110,000.00	101,851.69	93%
SOCIAL SECURITY	22,100.00	16,784.19	76%
RETIREMENT	41,289.00	31,916.03	77%
LONGEVITY	1,900.00	1,799.82	95%
MEDICAL INSURANCE	25,185.00	19,023.78	76%
OTHER INSURANCE	371.00	212.76	57%
LAWNS AND GROUNDS SERVICES	300.00	-	0%
JANITORIAL SERVICES AGREEMENTS	7,250.00	987.36	14%
ENGINEERING SERVICES	500.00	-	0%
WASTE REMOVAL/RECYCLING SVCS	5,000.00	1,178.72	24%
SECURITY SERVICE AGREEMENTS	1,500.00	705.33	47%
PEST CONTROL SVCS AGREEMENTS	1,800.00	750.00	42%
CLOTHING AND UNIFORMS	- .00	190.48	
CUSTODIAL SUPPLIES	7,000.00	4,448.54	64%
MAINTENANCE SUPPLIES	12,946.00	2,257.28	17%
REPAIR SUPPLIES	- .00	355.13	
GROUNDS SUPPLIES	250.00	103.58	41%
OFFICE SUPPLIES	500.00	1,098.02	220%
OTHER SUPPLIES	2,000.00	1,288.37	64%
TELEPHONE	1,000.00	341.54	34%
ISP CHARGES	750.00	653.16	87%
CELL PHONE	600.00	496.32	83%
HEAT	16,000.00	14,957.50	93%
WATER	5,000.00	3,756.75	75%
ELECTRICITY	100,000.00	71,750.77	72%
EQUIPMENT REPAIRS	8,000.00	20,605.94	258%
REPAIRS - GROUNDS EQUIPMENT	100.00	204.34	204%
FACILITIES REPAIRS	5,000.00	6,746.23	135%
MAINT. AGREEMENT	15,000.00	9,548.81	64%
ELECTRONIC PROCESSING FEE	5,000.00	2,941.35	59%
BANK SERVICE CHARGES	4,500.00	2,690.67	60%

**CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
MARCH 31, 2026**

EXPENSES (CONT)	BUDGET	ACTUAL	
ADVERTISING	1,000.00	1,501.35	150%
OTHER CURRENT EXPENSE	3,000.00	462.43	15%
EQUIPMENT RENTAL	5,000.00	3,058.65	61%
REGISTRATION FEES	250.00		0%
MEMBERSHIPS AND DUES	300.00	300.00	100%
OTHER EQUIPMENT	- .00	3,611.25	
NON-CAPITALIZED EQUIPMENT	4,000.00	17,577.78	439%
NON-CAPITALIZED EQUIPMENT - HIGH RISK	- .00	1,027.20	
TOTAL EXPENSES	\$ 586,180.00	\$ 478,118.12	82%
REVENUE OVER EXPENSES (TO DATE)			\$ (17,016.23)

**CENTRAL CAROLINA COMMUNITY COLLEGE
EXPENDITURES FOR GOOD OF SCHOOL
JULY 1, 2025 - MARCH 31, 2026**

<u>STUDENT RELATED</u>	
ADVISORY MEETINGS	\$ 1,953.44
OTHER CURRENT EXPENSES	4,984.86
FACTS PROCESSING FEE	28,884.00
ICR PROCESSING FEE	515.36
GRADUATION	103.98
SCHOLARSHIP LUNCHEON	7,511.03
SPECIAL EVENT	468.18
TITLE IX	4,320.00
STUDENT CULTURAL ENRICHMENT	3,026.00
OTHER INSURANCE	340.00
TOTAL STUDENT RELATED	\$ 52,106.85
<u>PUBLIC RELATED</u>	
PUBLIC RELATIONS	\$ 1,704.78
LAUNDRY SERVICE AGREEMENTS	4,000.00
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	5,381.36
EMPLOYEE FLOWERS/RETIREMENT	-
MEETINGS	220.00
OTHER CURRENT EXPENSES	4,727.93
TOTAL PUBLIC RELATED	\$ 16,534.07
GRAND TOTAL	\$ 68,640.92

Central Carolina Community Coll

Item	Reference	Benchmark Definition	Benchmark Indicator	College Indicator	Meets Expectations, Does Not Meet Expectations
Unexpended Funds Report	1A SBCCC 200.4(2)	% of State Funds does not exceed five percent or five times the systemwide percentage, which is higher for the most recent fiscal year.	% Unexpended (if any)	1.8%	Meets
Annual Surey of Fees	1A SBCCC 200.4(3)	Institutional Fee Accounts do not have a negative blance at the end of the fiscal year unless such an instance exists for a planned reason - Due Date 10/24/2025	No Fee Balance or Negative Fee Balance (if any)	None	Meets
Budget allocation	NCGS § 115D-56 1A SBCCC 200.4(5)	Budget Allocations submitted by the established due date and finalized consistent with budget guidelines within 14 days of submission - Due Date	Submitted by Deadline Finalized within 14 days	Timely	Meets
Office of State Controller Submissions	1A SBCCC 200.4(6), (7), (8)	a. Internal Controls Certification - Due Date 7/31/2025	Timely/Date if Late	Timely	Meets
		b. Cash Management Plan Certification - Due Date 3/31/2025	Timely/Date if Late	Timely	Meets
		c. ACFR Package Submission - Due Date 8/25/2025	Timely/Date if Late	Timely	Meets
College Financial Audit Finding Summary	1A SBCCC 200.4(9), (10)	Date of last Audit Findings (if any)	No Findings/ Findings	No Findings	Meets
Compliance Review Findings	1A SBCCC 200.4(9)	Date of Last Review Material or Minimal Findings (if any)	No Findings/ Findings	No Findings	Meets

6. Receive Foundation Revenue Report

Designations	3rd Quarter	Current YTD
Endowment Additions	\$ 49,986.21	\$ 247,977.52
Total Restricted	\$ 128,125.11	\$ 1,960,781.67
Total Unrestricted	\$13,999397	\$ 63,347.48
TOTAL REVENUES:	\$ 192,111.29	\$ 2,272,106.67

7. 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 [November](#), [December](#), [January](#), [February](#), and [March](#) Monthly Office of Grants and Strategic Initiatives Reports. You can also see the [2025 annual recap here](#).

8. Approve Staff to Conduct RFP for Charging Station Service Providers

EV charging stations at the Chatham Main Campus were originally serviced by Duke Progress Energy in connection with a grant-funded program. The program has expired and Duke Progress Energy has sold and assigned its contractual interests to Charge OnSite. Our contact with Duke Progress Energy, and now Charge OnSite, is set to terminate as of December 31, 2026. A new contract will need to be put in place for the continued operation of these EV charging stations; further, new charging stations are expected to go on line at the Moore Center, and other charging stations also exist at Chatham sites that have remained dormant but could be brought on line. The change from Duke Progress Energy to OnSite marks a shift from utility providers to service providers, similar to what we see in vending services; staff is suggesting that the College approach contracting with an EV charging station service provider in a similar manner.

Full Board Agenda

1. Authorize Staff to Enter Into Contract Negotiations with Recommended Food and Beverage Vending Service Providers [Revised 4/17/2026]

The Evaluation Committee recommends that the Board of Trustees authorize the College to enter into negotiations with Canteen and Coca-Cola for vending services as follows:

- Canteen will provide food and snack vending machines across most campus locations,
- Coca-Cola will provide beverage vending machines across most campus locations, and
- Canteen will provide Grab-and-Go market concepts in select locations, which will displace food, snack, and beverage vending machines, with the caveat that Canteen may be required to only supply Coca-Cola drink products.

This recommendation is being made to maximize the food and beverage quality and variety across the College at competitive prices while also protecting the commissions revenue stream.

The contract would be for five years; due to deployment and other costs, it is likely to be structured in a three-year plus two-year option to renew structure.

Rationale

The recommendation to partner with both Canteen and Coca-Cola is driven by a strategic effort to modernize campus dining options without compromising the College's financial interests. By awarding Canteen the food and snack vending and the new Grab-and-Go micro-markets, the College addresses a primary evaluator concern: the need for fresh, high-quality "real food" options. These micro-markets offer a diverse inventory, including salads, sandwiches, and healthy snacks, that traditional vending cannot match.

Simultaneously, recommending Coca-Cola for beverage services ensures that the College maintains a partnership with a premium, brand-recognized provider known for reliable service and high consumer demand. Requiring Canteen to stock Coca-Cola products within their Grab-and-Go markets creates a seamless user experience and prevents product fragmentation, and appears to be a requirement in Coca-Cola's proposal; if, however, Coca-Cola is amenable to allowing other beverage vendors in the Grab-and-Go markets, staff will explore this option to provide additional variety. Further, Coca-Cola offered the most competitive commission rates and impactful incentives of all proposals.

Proposals may be viewed in their entirety by visiting the following links:

- [Canteen](#)
- [Coca-Cola](#)
- [Pepsi](#)

Please note, Pepsi submitted three different proposals, all of which are represented at least by way of summary in their first proposal linked above.

Contingency Plan

In the event that the College cannot reach a mutually agreeable contract with Canteen and Coca-Cola, the Evaluation Committee will reconvene and review all proposals to develop an alternative approach for the Board to consider in June. If this secondary approach fails, the College will default to a new three- to five-year agreement with Canteen and Coca-Cola that is substantially similar to the current vending arrangement.

2. Approve Donation of ~~Pod A Mobile Units~~ Mobile Units from a Pod to Lee County Board of Education (Joint Recommendation with Building & Grounds) [Amended 4/20/2026]

As part of the process for selling the Center for Workforce Innovation property, the College staff has explored the best ways to dispose of Pods A and B at the property. While these units have historically been used as classroom space, the units have never been permanently affixed to the property and thus remain personal, not real, property. As such, and in support of our partners at Lee County Schools, staff is recommending that all mobile units designated as Pod A be donated to the Lee County Board of Education in accordance with NCGS § 160A-280. Notice has been appropriately served as required by this statute. The donation will be made as-is without any

warranties or representations, and the College is not expected to incur any expense in the relocation of the units.

[Committee amended recommendation to allow for the donation of either Pod A or Pod B]

For Information Only

No Items.



BOARD OF TRUSTEES

Building & Grounds Committee Agenda

Date & Time: Monday, April 20, 2026, 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, November 2025
2. Approve Concurrent Closed Session Meeting Minutes Between Building & Grounds and Finance, November 2025

Full Board Agenda

1. Approve Donation of ~~Pod A Mobile Units~~ Mobile Units from a Pod to Lee County Board of Education (Joint Recommendation with Building & Grounds) [**Amended 4/20/2026**]

For Information Only

1. Revised Submittal of Form 3-1P for Transfer of Harnett Main Campus from County
2. Security Updates

Consent Agenda

Action: Approve and receive consent agenda items.

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

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

2. Approve Concurrent Closed Session Meeting Minutes Between Building & Grounds and Finance, November 2025

The College staff has prepared the [November 2025 Closed Session Meeting Minutes Between Building & Grounds and Finance](#) for approval.

Full Board Agenda

1. Approve Donation of ~~Pod A Mobile Units~~ Mobile Units from a Pod to Lee County Board of Education (Joint Recommendation with Building & Grounds) [Amended 4/20/2026]

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[Committee amended recommendation to allow for the donation of either Pod A or Pod B]

For Information Only

1. Revised Submittal of Form 3-1P for Transfer of Harnett Main Campus from County

College staff has received information from Angela Dorman, Associate Director of Capital Finance & Planning at the System Office, that the College is not required to do an environmental site assessment (ESA) on the property being transferred back to the College at the Harnett Main Campus. Ms. Dorman requested a resubmittal of page one of the Form 3-1P showing that the College will not be performing an ESA; the form has been resubmitted as appropriate.

2. Security Updates

We attended and collaborated with 5 Active Shooter meetings for the April 1, 2026 Drill at Chatham Main Campus. We met with Dr. Matthews and Officer Pearson for a review and inspection of the new site of the Dunn Center for security purposes. We participated in a webinar

on Executing School Emergency procedures. Accompanied the VP of Student Services for a meeting with the Lee County Emergency Planning Committee.



BOARD OF TRUSTEES

Personnel Committee Agenda

Date & Time: Monday, April 20, 2026, 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, November 2025
2. Receive Personnel Reports
3. Approve Holiday Calendar 2026-2027
4. Approve Summer Operating Schedule
5. Approve Educational Leave Request: Kelly Blakley

Full Board Agenda

No Items.

For Information Only

1. President Evaluation

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Personnel Committee Meeting Minutes, November 2025

The college staff has prepared the [November 2025 Personnel Committee minutes](#) for approval.
Full Board Agenda

2. Receive Personnel Reports

Attrition Report

QUARTER THREE (2025 - 2026) ATTRITION	
Resignations	12
Retirements	1
Deceased	0
Terminations	2
Reduction-in-Force	0
Total	15

Turnover Report

QUARTER THREE (2025 - 2026) TURNOVER		
	Average # of Employees	# of Employees Separated
President's Office	10	0
Foundation	3	0
Onboarding & Academic Advising	42	3
Student Learning Division	191	4
Student Services Division	43	2
Advancement and Operations	24	0
Workforce Development	42	3
Harnett Campus	63	3
Chatham Campus	22	0
Collegewide Totals	440	15

Quarter Turnover Rate: **3.4%**

Fiscal Year Turnover Rate: **7.94%**

New Employee Report

1. Yanira Scott, Juntos Coordinator, 10/31/2025
2. Tanya Porter, Director of Veterans Upward Bound Program and Military Affiliated Initiatives, 11/17/2025
3. Christina Morales, Customized Training Program Project Coordinator, 12/01/2025
4. Jenna Hall, Biology Instructor (9 months), 01/02/2026
5. Thomas "Lee" Bennett, Math Instructor (9 months), 01/02/2026
6. Semija "Rose" Ried, Student Outreach and Recruitment Coordinator, 01/05/2026
7. Nicole Darden, Director, Workforce Continuing Education, 01/26/2026
8. Justice Mansour, Career & College Promise Advisor, 02/09/2026
9. Curtis "Ashley" Cooke, Nursing Instructor (12 months), 02/23/2026
10. Cullen Lebrun, Industrial Systems Technology Instructor (12 months), 03/09/2026
11. Allyse McNeil, Academic Advisor – BOOST, 03/24/2026
12. Cailin Asip, Slate & Enrollment Systems Manager, 03/30/2026

Promotions & Position Changes

1. Eric Butler, Assistant Director of Facilities, 11/17/2025
2. Jeff Shackelford, Coordinator of Correctional Education Programs, 12/01/2025
3. Megan Burgess, Dean of Onboarding & Advising, 12/01/2025
4. Amy Gustavson, Director Title III and BOOST, 12/01/2025
5. Crystal Way, Nursing Programs Clinical Director, 12/01/2025
6. Cristy Holmes, AVP for Student Learning, 01/01/2026
7. James "Ty" Stumpf, Dean of Arts and STEM, 01/01/2026
8. Samantha Lane, Lead CCP Advisor, 01/01/2026
9. Tracy Autry, Director of Secondary Partnerships, 01/01/2026
10. Lauren Winkens, Lead Humanities Instructor, 01/01/2026
11. Alyson Cochrane, Department Chair, English & Humanities, 01/01/2026
12. J. Dwayne Garnett, Associate Director of Student Onboarding & Success/Limited Enrollment Coordinator, 01/01/2026
13. Walter Bestwick, Department Chair, Building Construction Technologies, 01/02/2026
14. Katherine Preston, English Instructor (9 months), 01/02/2026
15. Margaret Provost, Lead Accounting Instructor (12 months), 01/02/2026
16. Shawanda Wilson, Business Law and Paralegal Instructor (9 months), 01/02/2026
17. Billy Erskine, Truck Driving Training Coordinator, 01/05/2026
18. Dawn Gregory, Nursing Instructor (12 months), 01/09/2026
19. Aspen Taylor, Academic Coach, TRiO Student Support Services, 01/16/2026
20. Tara Gallien, Building Construction Instructor (9 months), 01/20/2026
21. Randy Baker, Maintenance Supervisor (Lee County), 02/01/2026
22. Cesar Villalta, Director of Infrastructure, 02/01/2026
23. John Miles, Security Officer (Harnett County), 02/09/2026
24. Roy Allen, Interim AVP Workforce Development & Continuing Education, 02/09/2026
25. Phillip Taylor, Maintenance Technician, 02/09/2026
26. Carlton "Dane" Peterson, Dean of Institutional Effectiveness, 03/02/2026
27. Stephen Bozich, Accounting Instructor (9 months), 03/02/2026
28. Angela East, Math Instructor (9 months), 03/02/2026
29. Marisa Core, Math Adjunct, 03/12/2026
30. Ben Wise, Criminal Justice and UAS Drone Director, 03/23/2026

3. Approve Holiday Calendar 2026-2027

The Human Resources Department has developed the [2026-2027 Employee Holiday Calendar](#) for approval.

4. Approve Summer Operating Schedule

As in previous years, the College staff has developed a proposed Summer 2026 operating schedule for Board consideration that supports energy savings and serves as an employee benefit.

The college will operate on a four-day work week for the summer during the dates Monday, May 29, to Friday, July 31, 2026.

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 Friday closures are listed below:

- May 29th
- June 5th
- June 12th
- June 19th
- June 26th
- July 3rd
- July 10th
- July 17th
- July 24th
- July 31st

5. Approve Educational Leave Request: Kelly Blakely

Associate Director of Human Resources Kelly Blakley is [requesting educational leave](#) in support of her pursuing a Master of Science in Human Resource Management. This request has been reviewed by Ms. Blakeley's supervisor, vice president, and President Chapman, all of which agree that Ms. Blakeley's educational pursuits support her role at the College and that approving her request is in the best interests of the College.

Full Board Agenda

No items.

For Information Only

1. President Evaluation

The annual President Evaluation will be done via electronic survey. The survey will be sent out May 1 and will close on May 31. Chairman Philpott will review the results and discuss them with the full Board at the June 3 Board meeting.



BOARD OF TRUSTEES

Programs & Student Supports Committee Agenda

Date & Time: Monday, April 20, 2026, 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, November 2025
2. Approve Curriculum Review Committee Actions, February 2026 [Revised 4/17/2026]
3. Approve Academic Policy Committee Actions, March 2026

Full Board Agenda

No Items.

For Information Only

1. Curriculum Updates
2. Continuing Workforce Education Report
3. Student Services Updates
4. Student Onboarding and Advising Report
5. Accreditation Updates

Consent Agenda

Action: Approve and receive consent agenda items.

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

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

2. Approve Curriculum Review Committee Actions, February 2026 [Revised 4/17/2026]

College staff have prepared the [February 2026 Curriculum Review Committee minutes](#) for approval.

3. Approve Academic Policy Committee Actions, March 2026

College staff have prepared the [March 2026 Academic Policy Committee minutes](#) for approval.

Full Board Agenda

No items.

For Information Only

1. Curriculum Updates

Career Community Updates

Health Sciences

- The accreditation process for a new Occupational Therapy Assistant program has begun. The program will be located at the Harnett Health Sciences Center and will admit students in Fall 2028.
- The Health Information Technology program was awarded \$32,356.22 from the American Health Information Management Association. The department will create an endowed scholarship of \$750 per year and help students pay for the RHIT licensure exam post-graduation.
- A Social and Human Services diploma and three certificates (Addiction and Recovery Studies, Social Services Social Work, and Mental Health) were recently approved by the Department of Education for financial aid.
- The first class of 16 Physical Therapist Assistant students will graduate in May.

Professional Services

- Early Childhood Academies have started with 14 students in Chatham County, 25 students in Harnett County, and 22 students in Lee County.

Center for Organizational Excellence Update

- CCCC is scheduled to implement the Canvas learning management system in spring of 2027. Our Distance Education staff are participating in administrator training now.

2. Continuing Workforce Education Report

Customized Training

Customized Training provides education, training, and support services to eligible new, expanding, and existing businesses and industries. The program's goal is to strengthen three key areas of organizational success: job growth, technology investment, and productivity enhancement. Training projects may span one to three years, depending on business needs.

- Currently, there are 17 active projects serving three (3) businesses in Chatham County, three (3) in Harnett County, and eleven (11) in Lee County. The total value of the training portfolio is \$2.76 million.
- From July 2025 through March 2026, a total of 2,404 (duplicated) employees participated in training, representing 2,206.5 instructional hours.
- In addition, two new projects are in the pipeline, representing one (1) business in Chatham County and one (1) business in Harnett County.
- First CTP class using the new CNC equipment at the Moore Center was offered with additional classes on target for the balance of the year.
- **Save the Date:** 2026 Manufacturing Day - Friday, October 2nd

Small Business Center

- 2026 RISE program graduated 9 and awarded one \$5K grant.
 - 72 graduates to date
 - 22 business starts to date
- 2026 Chatham Spark small business cohort is currently in progress.
- Harnett Business Resource Summit, a collaboration of the Angier, Dunn, Lillington, and Coats COC, is planned for May 21st.
- The Women's Summit on May 11th is a partnership between the CCCC SBC and the Dunn Chamber of Commerce.
- Assisted with 8 new business startups.

Workforce Special Programs

- *Microelectronics & Nanomanufacturing Certificate Program (MNCP)*
The spring MNCP cohort expanded to allow non-military affiliated individuals to participate with seven participants.
 - 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.
- *AdvanceNC Updates*
AdvanceNC continues to advance its regional workforce strategy through several key

initiatives. New webpages are now live on the AdvanceNC website, including a Business and Industry Leadership Team (BILT) page that provides an overview of the employer-driven BILT model, as well as new Training & Education pages currently highlighting CMfgA and BioWork, with additional pathways to be added over time.

- o Work is also underway to launch the micro-pathways developed in partnership with Ed Design Lab.
- o AdvanceNC will also begin a partnership relationship with the Bank of America Leader on Loan program beginning May 1st to support the development of a long-term strategic plan for the initiative.

Workforce Strategic Initiatives Update

- *BioWork Expansion*
 - o Dunn BioWork class at the Harnett Advanced Technology Training Center in Dunn starts April 16th
 - o Biotech Building - target move in summer 2026, classes beginning Fall 2026
- *Maintenance Technician Apprenticeship*

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

 - o Pfizer and Amgen officially joined with three others in the pipeline
 - o New Industrial Systems instructor started in March to support program as well as evening diploma program launching Fall 2026
- *AdvanceNC BILT Leadership Grant*
 - o The Industrial Systems program launched the BILT advisory board model
- *Workforce Pell*
 - o College has initiated internal meetings to plan for implementation of Workforce Pell

Commercial Drivers License (CDL) Program Transition

The College's CDL program will be transitioning to a third-party delivery model. Under this model, the College will be partnering with FleetForce, an organization with a proven track record in Florida for the delivery of CDL instruction. This transition is expected to expand students

served to an estimated 144 graduates annually, with first-time pass rates similar to those under the current College-delivered service model.

3. Student Services Updates

Library

Instruction

- 18 instruction sessions completed
- 3 additional instruction sessions scheduled for April

Spring Programming

- *Makerspace Mondays (HMC)*
 - Papercraft Models (Feb. 9 / HMC & LMC)
 - Printable Keychains (Feb. 23)
 - Nature Coloring (Mar. 9)
 - Herb Garden (Mar. 23)
 - Watercolor Painting (Apr. 23)
 - Butterfly Leaf Prints (Apr. 27)

Events

- Roving Reference (LMC, Feb. 2-24)
- Lemonade & Lawn Games (LMC/HMC, Apr. 8)
- Design a Bookmark (Online Activity, Mar. 1 - Apr. 10)
- Music Block Painting (HMC, Mar. 12)

Workshops

- The Art of the Conversation (HMC, Jan. 27 / LMC, Jan. 29)
- Exam Cram: Preparing for the SAT/ACT (CMC, Feb. 3 / HMC & LMC, Feb. 10)
- Propagation 101 with Agriculture Extension (HMC, Mar. 24 / LMC, Mar. 25)

Student IDS

- 384 student IDs printed and disbursed

Facilities

- The Lee Library facility has been closed since February 17 due to building-related issues. During this time, services have been successfully redistributed across campus, with Technical Services operating out of Marchant Hall, Reference Services based in Lett Hall, and a daily pop-up library located in the Student Center. This approach has allowed us to maintain continuity of services and remain accessible to students while the facility is closed.

Accessibility Services

- We are currently serving 125 students in SP26 and we anticipate this number rising to around 135 or 140 by the end of the semester. The final count for FA25 was 135.

- The new Federal Digital Accessibility Guidelines go into effect on April 24, 2026. Amanda Carter has done the majority of the work on this project but our office has been helping her with assigned tasks as needed.
- The current project for SU26 for the Accessibility Office is to create a dashboard of all of the students with accommodation plans. This will allow our office to track how successful these students are each semester and will provide an avenue for outreach if we notice students having issues.

Financial Aid

2025-2026

Total FAFSAs Received for 2025-2026: 9,139, **Pell Eligible:** 4,829

Total Federal Pell Funds Disbursed: \$8,454,744

Total Next NC/State Funds Disbursed: \$381,969

We have disbursed for all sessions except the 2nd 8wks which will occur on April 10th.

Veterans Affairs

During Spring 2026, we had 349 Military Affiliated Students enrolled at CCCC, and this was again a record enrollment. This is the second semester in a row with record attendance. For comparison, last Spring 2005, our enrollment was 320.

From January 2025 to December 2025, we served 435 students who used their VA Educational Benefits while enrolled at the College.

While programs such as Automotive Systems, Collision and Repair, and Motorcycle Mechanics continue to be popular among these students, many are also interested in our Health Sciences Programs, as well as BLET and Physical Therapy Assistant.

We had 95 new Military Affiliated Students to begin in January 2026. There are 37 enrolled who will complete their Program of Study in May, and several more who will finish at the end of Summer.

This month, it was announced that we received the designation of a Military Friendly School - Silver status. This is the fourth year in a row we have been designated as a Military Friendly School – two gold and two silver status classifications.

Academic Assistance Centers

Tutoring Totals (Jan '26 - Mar '26)						
	One-on-One Tutoring (Total Hrs)	Group Session (Total Hrs)	Supplemental Services (Supplemental Instruction and Athlete's Study Hall) (Total Hrs)	STEM Lab (Total Hrs)	Writing Center (Total Hrs)	Online Writing Lab (Total # of Online Submissions*)
Face-to-Face Contact	712	52.75	252	149.75	150	–
Online Contact	176.25	-	-	17.5	515.75	465
Total	888.25	52.75	252	167.25	665.75	

Test Proctoring Totals (Jan '26 - Mar '26)			
Chatham	Harnett	Lee	Total
59	34	128	221

4. Student Onboarding and Advising Report

Enrollment and Onboarding

- Spring 2026 enrollment is up 5.8% over last spring (6,397 students)
 - 53% traditional (non-dual enrollment)
 - 47% dual enrollment
- #RedCarpetRegistration, CCCC's initiative (fifth-year!) to register graduating high school seniors on-site, is nearing completion.
 - The culminating event will take place on Tuesday, April 28, from 3:00–7:30 PM on the Lee Main Campus (Marchant and Bell Hall). Board of Trustees members are cordially invited to attend.
- Summer 2026 and Fall 2026 registration opened March 23rd
 - Early registration for both terms is outpacing 2025 registration, which was a record year
 - Fall 2026 goal: 7,000 curriculum students (this would represent a 7.4% increase over Fall 2025 record enrollment).
- Current enrollment strategies are focused on:
 - Increasing conversion of CCP (dual enrollment) students after high school graduation
 - Expanding recruitment of traditional students

Partnerships and Process Improvements

- We have completed a major digitization project of adult high school transcripts, which helps improve access and turnaround time for both recent and past graduates.
- We are strengthening our Slate CRM capacity through additional staffing, strategic reallocation of existing roles, and ongoing process improvements in areas such as applications, program changes, and graduation communications to better support staff and enhance the student experience.
- NC Boost (Building Opportunities through Organization, Support, and Training) has been implemented at CCCC (we are one of 15 community colleges to participate in this private grant-funded work) and is beginning to enroll students who are interested in 33 programs that lead to high-demand, high-wage jobs. The program provides financial support, faculty mentoring, and proactive advising. Our goal for the first cohort is 150 students.

- We are continuing to work on a grant to enhance support for student parents, with a cross-functional team guiding implementation.
- In the final year of Title III (Navigate Project), priorities center on sustaining progress through improved communications, expanding Slate functionality, and streamlining processes and training.

Career Center

- Career Center relocation planned for Spring 2026
- Significant work with NC Boost is anticipated to help align students with high-wage, high-demand jobs
- Annual Career Expo: April 29, 2026

Spring Commencement

- More than 500 students will be recognized across three ceremonies on Thursday, May 14:
 - 9:00 AM – University Transfer
 - 11:30 AM – Career & Technical Programs
 - 3:00 PM – Health Sciences & Professional Services

5. Accreditation Updates

SACSCOC Communications (February–March 2026)

The College continues to maintain strong communication and compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) during this transition period.

- **February 2026**
 - Received SACSCOC approval for the closure of the Dunn Center
 - Notified SACSCOC of the College’s intent to pursue a change in institutional accreditation to the Higher Learning Commission (HLC), and that we do not plan to participate in the 2028 Reaffirmation process
- **March 2026**
 - Received formal acknowledgment from SACSCOC of our intent not to pursue 2028 Reaffirmation
 - SACSCOC granted a **one-year extension option** for reaffirmation
 - Received SACSCOC approval for the closure of:
 - Paralegal Technology curriculum program
 - Certificate in Nurse Aide

These actions reflect continued compliance with accreditation requirements while maintaining flexibility as we evaluate our long-term accreditation strategy.

Higher Learning Commission (HLC) Update

The College is making steady progress toward potential accreditation with the Higher Learning Commission.

- Submitted the **Preliminary Peer Review** to HLC in March 2026; feedback is anticipated by the end of April
- Eight college representatives attended the HLC Annual Conference, gaining valuable insights into accreditation expectations, best practices, and institutional readiness
- The team returned with strengthened understanding and momentum to support the transition process

Next Steps

- Begin development of the **Assurance Argument**, HLC's comprehensive accreditation narrative, due in Spring 2027
- Establish four cross-functional accreditation teams aligned with HLC's Criteria to:
 - Lead narrative development
 - Ensure broad institutional engagement
 - Support review and quality assurance