



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

Monday, August 3, 2026

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

Finance Committee

Time: 9:00 a.m.

Vacant (Chair)
Karen Howard
Chet Mann
Thomas Womble

Building & Grounds Committee

Time: 10:30 a.m.

Vacant (Chair)
John Bonardi
Vacant
Charissa Moore

Personnel Committee

Time: Noon

Vacant (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, August 5, 2026, 7:00 PM

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

Dinner Presentations

Recognition of Guests

Swearing In of New Trustees & Recognition of Former Trustees

PRELIMINARY MATTERS

Ethics Statement

Election of Chair & Vice Chair

Approval of Consent Agenda

CONSENT AGENDA

Board Minutes

1. [Approve Board of Trustees Meeting Minutes, June 2026](#)
2. Approve Board of Trustees Closed Session Meeting Minutes, June 2026

Finance Committee

1. Approve Finance Committee Meeting Minutes, June 2026
2. Receive Finance Reports for Period Ending June 30, 2026
3. Receive Foundation Revenue Report
4. Receive Foundation Portfolio Appraisal
5. ~~Naming of the CCCC Library Nook for Janet Carter~~ [Removed 7/31/2026]
6. Approve Grants in Development Report

Building & Grounds Committee

1. Approve Building & Grounds Committee Meeting Minutes, June 2026

2. Approve Revision to Policy 2.2.5 - Design Professional Services
3. Naming of the CCCC Library Nook for Janet Carter [Added 7/31/2026]

Personnel Committee

1. Approve Personnel Committee Meeting Minutes, June 2026
2. Receive Personnel Reports
3. Approve Blanket Travel Authorizations for President and Executive Leaders
4. Approve Educational Leave Request - Annie Bogan

Programs & Student Supports Committee

1. Approve Program & Student Supports Committee Meeting Minutes, June 2026
2. Approve Final Report of Findings From The Compliance Review Conducted FY 2025-26
3. Approve Curriculum Review Committee Actions

FOR FULL BOARD CONSIDERATION AND DELIBERATION

Finance Committee

No Agenda Items

Building & Grounds Committee

1. Ratify Form 3-1 Amendment #1 for Harnett Main Campus Fire Training Tower Project.
2. Approve Form 3-1 New Project for Chatham Skilled Trades Building.
3. Approve Moore Center Multipurpose Space Interior Renovation.

Personnel Committee

No Agenda Items

Programs & Student Supports Committee

No Agenda Items

CONCLUDING MATTERS

Other Information

President Update

Comments by the Chair

1. Approve Board Meeting Schedule
2. Committee Assignment Preferences
3. 2026 NCACCT Leadership Seminar, August 26 - 28

Adjournment



BOARD OF TRUSTEES

Finance Committee Agenda

Date & Time: Monday, August 3, 2026, 9:00 AM ET

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

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

Consent Agenda

1. Approve Finance Committee Meeting Minutes, June 2026
2. Receive Finance Reports for Period Ending June 30, 2026
3. Receive Foundation Revenue Report
4. Receive Foundation Portfolio Appraisal
5. ~~Naming of the CCCC Library Nook for Janet Carter~~ [Removed 7/31/2026]
6. Approve Grants in Development Report

Full Board Agenda

No Agenda Items.

For Information Only

1. Contracts Report-Out
2. Opportunity for Small Business Incubator Program for Food and Beverage Catering Services & Exclusive Caterer RFP for College and Civic Center

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Finance Committee Meeting Minutes, June 2026

The college staff has prepared the [June 2026](#) Finance Committee Meeting Minutes for approval.

2. Receive Finance Reports for Period Ending June 30, 2026

CENTRAL CAROLINA COMMUNITY COLLEGE STATE BUDGET REPORT JUNE 30, 2026				
CURRENT EXPENSE	ALLOTMENT FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
EXECUTIVE MANAGEMENT	\$ 1,732,689.00	\$ 1,732,672.00	\$ 17.00	100%
FINANCIAL SERVICES	2,461,674.00	1,659,356.00	\$ 802,318.00	67%
GENERAL ADMINISTRATION	3,018,377.00	3,018,325.00	\$ 52.00	100%
INFORMATION SYSTEMS	1,760,373.00	1,760,362.00	\$ 11.00	100%
INSTRUCTION - CURRICULUM	20,843,798.00	20,778,091.85	\$ 65,706.15	100%
INSTRUCTION - NON-CURRICULUM	5,771,157.00	5,221,969.00	\$ 549,188.00	90%
ACADEMIC SUPPORT	5,005,860.00	5,000,538.00	\$ 5,322.00	100%
STUDENT SUPPORT	4,002,940.00	3,995,971.00	\$ 6,969.00	100%
TOTAL CURRENT EXPENSE	\$ 44,596,868.00	\$ 43,167,284.85	\$ 1,429,583.15	97%
<u>CAPITAL OUTLAY</u>				
EQUIPMENT	\$ 2,243,171.00	\$ 1,212,087.00	\$ 1,031,084.00	54%
INSTRUCTIONAL RESOURCES	79,962.00	66,402.00	\$ 13,560.00	83%
940 CAT/GRANT EQUIPMENT	16,297.00	16,296.00	\$ 1.00	100%
945 BIOBETTER	228,775.00	\$ 228,775.00	\$ -	100%
TOTAL CAPITAL OUTLAY	\$ 2,568,205.00	\$ 1,523,560.00	\$ 1,044,645.00	59%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 47,165,073.00	\$ 44,690,844.85	\$ 2,474,228.15	95%

CENTRAL CAROLINA COMMUNITY COLLEGE

STATE BUDGET TRANSFERS

JUNE 30, 2026

	6/30/2026	4/30/2026		
EXECUTIVE MANAGEMENT	\$ 1,732,689.00	\$ 1,753,023.00	\$ (20,334.00)	Budget Revision
FINANCIAL SERVICES	\$ 2,461,674.00	2,365,857.00	95,817.00	Budget Revision
GENERAL ADMINISTRATION	\$ 3,018,377.00	2,927,410.00	90,967.00	Budget Revision
INFORMATION SYSTEMS	\$ 1,760,373.00	1,775,684.00	(15,311.00)	Budget Revision
INSTRUCTION - CURRICULUM	20,843,798.00	20,698,117.00	54,877.00	Faculty Retention Funds
			90,804.00	Budget Revisions
			145,681.00	
INSTRUCTION - NON-CURRICULUM	5,771,157.00	6,054,864.00	(5,000.00)	Construction Training Recall
			48,755.00	Customized Training
			(327,462.00)	
			(283,707.00)	
ACADEMIC SUPPORT	5,005,860.00	4,836,423.00	169,437.00	Budget Revision
STUDENT SUPPORT	4,002,940.00	4,067,858.00	19,000.00	Childcare
			(83,918.00)	Budget Revision
			(64,918.00)	Budget Revision
TOTAL CURRENT EXPENSE	\$ 44,479,236.00	\$ 44,411,761.00	\$ 117,632.00	
<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	16,297.00	-	
945 BIOBetter	228,775.00	228,775.00	-	
TOTAL CAPITAL OUTLAY	\$ 2,568,205.00	\$ 2,568,205.00	\$ -	
TOTAL CURRENT EXPENSE AND CAPITAL OUTLAY	\$ 47,165,073.00	\$ 47,047,441.00	\$ 117,632.00	

**CENTRAL CAROLINA COMMUNITY COLLEGE
COUNTY BUDGET REPORTS
JUNE 30, 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	\$ 3,768,591.00	\$ 352,105.00	91%
GENERAL ADMINISTRATION	540,386.00	479,437.00	60,949.00	89%
TOTAL CURRENT EXPENSE	\$ 4,661,082.00	\$ 4,248,028.00	\$ 413,054.00	91%
TOTAL CAPITAL OUTLAY	\$ 296,000.00	\$ 573,821.00	\$ (277,821.00)	194%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 4,957,082.00	\$ 4,821,849.00	\$ 135,233.00	97%

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	\$ 1,135,032.00	\$ 151,461.00	88%
GENERAL ADMINISTRATION	410,292.00	287,839.00	\$ 122,453.00	70%
TOTAL CURRENT EXPENSE	\$ 1,696,785.00	\$ 1,422,871.00	\$ 273,914.00	84%
TOTAL CAPITAL OUTLAY	\$ 150,000.00	\$ 91,941.28	\$ 58,058.72	61%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 1,846,785.00	\$ 1,514,812.28	\$ 331,972.72	82%

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	\$ 1,363,197.00	\$ 287,914.00	83%
GENERAL ADMINISTRATION	240,084.00	214,242.00	25,842.00	89%
TOTAL CURRENT EXPENSE	\$ 1,891,195.00	\$ 1,577,439.00	\$ 313,756.00	83%
TOTAL CAPITAL OUTLAY	\$ 200,000.00	\$ 127,695.00	\$ 72,305.00	64%
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	\$ 2,091,195.00	\$ 1,705,134.00	\$ 386,061.00	82%

CENTRAL CAROLINA COMMUNITY COLLEGE
INVESTMENT ASSET ACCOUNT
JUNE 30, 2026

MALPRACTICE INSURANCE	\$ 10,751.12
CPR CARDS	1,549.37
EXCESS FEES	321,574.39
MOTORCYCLE SAFETY	16,349.61
AUTOBODY FEE	225.36
LOST REVENUE	149,150.64
CAMPUS SECURITY FEE	165,684.01
DE FEE	616,195.66
CONSTRUCTION LIVE PROJECTS	26,877.83
CON ED SELF SUPPORT	12,164.26
COMMUNITY SERVICE FEES	114,917.60
CON ED ACTIVITY FEES	5,905.69
OVERHEAD RECEIPTS 25%	25,459.49
CIVIC CENTER	32,017.49
OVERHEAD RECEIPTS 75%	62,045.64
ESTC RENTAL	12,905.86
PITTSBORO RENTAL	6,675.15
INDIRECT COST - GRANTS	313,982.12
MISC SCHOLARSHIPS	107,511.29
AD NURSING	39,697.58
PATRON FEES	114,674.71
SMALL BUSINESS LEE	6,075.41
SMALL BUSINESS CHATHAM	1,545.94
CLEARWIRE	80,133.12
BOOKSTORE	402,481.96
VENDING	107,511.29
EMERGENCY LOAN FUNDS	6,955.16
COUNTY	1,103,033.49
LOCAL CAPITAL	133,012.91
	\$ 3,997,064.15

CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
JUNE 30, 2026

REVENUES	BUDGET	ACTUAL	
MOTEL TAX	\$ 307,000.00	\$ 327,515.26	107%
LEE COUNTY CURRENT ALLOCATION	64,930	64,930.00	100%
SANFORD TOURISM DEVELOPMENT		8,866.60	
RENTAL INCOME	210,000	179,883.06	86%
INTEREST REVENUE	1,350	1,324.68	98%
TOTAL REVENUE	\$ 583,280.00	\$ 582,519.60	100%
EXPENSES			
SALARIES - FT	\$ 171,789.00	\$ 173,580.00	101%
SALARIES - PT	110,000	109,977.72	100%
SOCIAL SECURITY	22,100	21,144.27	96%
RETIREMENT	41,289	42,731.09	103%
LONGEVITY	1,900	2,993.76	158%
MEDICAL INSURANCE	25,185	25,702.14	102%
OTHER INSURANCE	371	248.76	67%
LAWNS AND GROUNDS SERVICES	300	3,510.50	1170%
JANITORIAL SERVICES AGREEMENTS	7,250	2,016.41	28%
MISC SERVICE CONTRACTS	500	532.37	106%
OTHER CONTRACTED SERVICES		1,260.00	
WASTE REMOVAL/RECYCLING SVCS	5,000	1,760.68	35%
SECURITY SERVICE AGREEMENTS	1,500	960.33	64%
PEST CONTROL SVCS AGREEMENTS	1,800	1,100.00	61%
CLOTHING AND UNIFORMS	-	413.18	
CUSTODIAL SUPPLIES	7,000	6,754.22	96%
MAINTENANCE SUPPLIES	12,946	2,778.99	21%
REPAIR SUPPLIES	-	5,763.98	
GROUNDS SUPPLIES	250	296.17	118%
OFFICE SUPPLIES	500	1,138.54	228%
OTHER SUPPLIES	2,000	1,288.37	64%
TELEPHONE	1,000	425.09	43%
ISP CHARGES	750	817.74	109%
CELL PHONE	600	595.40	99%
HEAT	16,000	20,027.50	125%
WATER	5,000	5,368.61	107%
ELECTRICITY	100,000	93,452.04	93%
EQUIPMENT REPAIRS	8,000	29,777.68	372%
REPAIRS - GROUNDS EQUIPMENT	100	204.34	204%
FACILITIES REPAIRS	5,000	6,906.73	138%
MAINT. AGREEMENT	15,000	10,933.26	73%
ELECTRONIC PROCESSING FEE	5,000	3,701.30	74%

CENTRAL CAROLINA COMMUNITY COLLEGE
DENNIS WICKER CIVIC CENTER BUDGET REPORT
JUNE 30, 2026

EXPENSES (CONT)	BUDGET	ACTUAL	
BANK SERVICE CHARGES	4,500	3,016.29	60%
ADVERTISING	1,000	2,690.67	60%
OTHER CURRENT EXPENSE	3,000	1,669.14	167%
EQUIPMENT RENTAL	5,000	1,531.34	51%
REGISTRATION FEES	250	4,021.10	80%
MEMBERSHIPS AND DUES	300	250.00	100%
OTHER EQUIPMENT	-	300.00	100%
NON-CAPITALIZED EQUIPMENT	4,000	35,301.91	
NON-CAPITALIZED EQUIPMENT - HIGH RISK	-	17,577.78	439%
REPLACEMENT EQUIPMENT		2055.00	
TOTAL EXPENSES	\$ 586,180.00	\$ 644,852.77	110%
REVENUE OVER EXPENSES (TO DATE)			\$ (62,333.17)
BEGINNING UNRESTRICTED FUND BALANCE			\$ 64,162.69
TOTAL REVENUE			\$ 582,519.60
TOTAL EXPENSES			\$ 644,852.77
TOTAL FUND BALANCE			\$ 1,829.52

**CENTRAL CAROLINA COMMUNITY COLLEGE
EXPENDITURES FOR GOOD OF SCHOOL
JULY 1, 2025 - JUNE 30, 2026**

<u>STUDENT RELATED</u>	
INSTRUCTIONAL SUPPLIES	\$ 80.74
ADVISORY MEETINGS	2,382.08
OTHER CURRENT EXPENSES	4,984.86
FACTS PROCESSING FEE	28,884.00
ICR PROCESSING FEE	519.36
GRADUATION	103.98
SCHOLARSHIP LUNCHEON	7,511.03
SPECIAL EVENT	468.18
TITLE IX	4,320.00
STUDENT CULTURAL ENRICHMENT	3,805.30
OTHER INSURANCE	340.00
TOTAL STUDENT RELATED	\$ 53,399.53
<u>PUBLIC RELATED</u>	
PUBLIC RELATIONS	\$ 2,174.99
LAUNDRY SERVICE AGREEMENTS	2,987.44
OTHER CONTRACTED SERVICES	-
REGISTRATION FEES	-
FOOD	250.32
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	5,655.73
TOTAL PUBLIC RELATED	\$ 17,169.84
GRAND TOTAL	\$ 70,569.37

3. Receive Foundation Revenue Report

Designations	4th Quarter	Current YTD
Unrestricted Funds	\$19,308.78	\$ 81,306.26
Restricted Funds		
Endowment Additions	\$ 50,922.31	\$ 300,658.74
Other Restricted	\$ 285,697.25	\$ 2,269,122.27
Total Revenues	\$ 355,928.34	\$ 2,651,087.27

4. Receive Foundation Portfolio Appraisal

The CAPTRUST Sanford Portfolio Appraisal report as of June 30, 2026, for Central Carolina Community College Foundation is [attached here](#).

5. ~~Naming of the CCCC Library Nook for Janet Carter~~ [Removed 7/31/2026]

Background:

~~After a distinguished career with the State of North Carolina, Janet Carter dedicated six years of service to Central Carolina Community College, where she became a valued member of the College community. Her commitment to serving students, faculty, and staff continues through her daughter, Amanda Carter, Director of Distance Education, who has also devoted many years of service to the College. To honor her mother's legacy, Amanda has made a \$7,500 gift to name a library nook within the James Family Library, creating a welcoming space where future generations of students can study, learn, and grow. Amanda has also established an endowment in memory of her father, further demonstrating the Carter family's enduring commitment to supporting student success and strengthening the College for years to come.~~

6. 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 Monthly Office of Grants and Strategic Initiatives Reports for [April](#), [May](#), and [June](#).

Full Board Agenda

No Agenda Items.

For Information Only

1. Contracts Report-Out

In alignment with Policy 2.3.11 - Contracting Authority, Section V (“Reporting”), Director of Purchasing Brandi Hernandez has prepared a [report identifying all vendors with whom the College has spent more than \\$50,000 during FY 2025-2026.](#)

2. Opportunity for Small Business Incubator Program for Food and Beverage Catering Services & Exclusive Caterer RFP for College and Civic Center

College staff have identified two opportunities for supporting college operations and supporting economic development in Lee County and the City of Sanford. There is currently an ongoing unmet need for dedicated, large-capacity food and beverage services in the local market; further, efficiencies and reduced risk exposure could be realized by the College adopting a reliable, consistent, and properly licensed and insured catering services provider as the exclusive caterer for the College and the Civic Center. In support of realizing these goals, the staff will begin drawing up plans to develop a) a small business incubator program for food and beverage catering services and b) a request for proposals solicitation to secure an exclusive caterer for the College and the Civic Center. The staff is requesting informal input and guidance from the committee regarding this approach.



BOARD OF TRUSTEES

Building & Grounds Committee Agenda

Date & Time: Monday, August 3, 2026, 10:30 PM ET

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

Committee Members: Vacant (Chair), John Bonardi, Vacant, Charissa Moore, Julian Philpott (*ex officio*)

Consent Agenda

1. Approve Building & Grounds Committee Meeting Minutes, June 2026
2. Approve Revision to Policy 2.2.5 - Design Professional Services
3. Naming of the CCCC Library Nook for Janet Carter [Added 7/31/2026]

Full Board Agenda

1. Ratify Approval of Form 3-1 Amendment #1 for Harnett Main Campus Fire Training Tower Project.
2. Approve Form 3-1 New Project for Chatham Skilled Trades Building.
3. Approve Moore Center Multipurpose Space Interior Renovation.

For Information Only

1. Capital Projects Updates
2. Opportunity for Small Business Incubator Program for Food and Beverage Catering Services & Exclusive Caterer RFP for College and Civic Center

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Building & Grounds Committee Meeting Minutes, June 2026

The college staff has prepared the [June 2026](#) Building & Grounds Committee Meeting Minutes for approval.

2. Approve Revision to Policy 2.2.5 - Design Professional Services

The college staff has revised Policy 2.2.5 - Design Professional Services to reflect recent changes to statute as well as to reflect the College's recent increase to delegated authority for the oversight of construction projects. Both a [marked up version of the revised policy](#) and a [clean version of the revised policy](#) are available for review. Highlights include:

- Update and clarification as to the thresholds at which point architects, designers, and similar service providers are required for a construction project.
- Revisions to the open-end design agreements to better conform with the revised statutes and State Construction Office regulations.
- Revisions to the threshold for triggering formal bid solicitations and workflows.
- Restructured format wherein the policy primarily contains generalized statements referring back to statute alongside footnotes providing the details of the statutes; this ensures the Board and the general public are aware of the actual thresholds while also allowing for the staff to modify footnotes as legislation and regulations change without additional action being required by the Board.

3. Naming of the CCCC Library Nook for Janet Carter [Added 7/31/2026]

Background:

After a distinguished career with the State of North Carolina, Janet Carter dedicated six years of service to Central Carolina Community College, where she became a valued member of the College community. Her commitment to serving students, faculty, and staff continues through her daughter, Amanda Carter, Director of Distance Education, who has also devoted many years of service to the College. To honor her mother's legacy, Amanda has made a \$7,500 gift to name a library nook within the James Family Library, creating a welcoming space where future generations of students can study, learn, and grow. Amanda has also established an endowment in memory of her father, further demonstrating the Carter family's enduring commitment to supporting student success and strengthening the College for years to come.

Full Board Agenda

1. Ratify Approval of Form 3-1 Amendment #1 for Harnett Main Campus Fire Training Tower Project

Action: Ratify the electronic vote approving the first amended version of Form 3-1 for Harnett Main Campus Fire Training Tower.

The original Form 3-1 for the Harnett Main Campus Fire Training Tower has been amended due to costs being in excess of state appropriations. Harnett County funds are available and have been applied in this [amended Form 3-1](#) to cover the difference. Through its email voting mechanism, the Board voted to approve the amended Form 3-1, and the [email chain](#) has been preserved and entered into the record. In accordance with the Board's bylaws, staff is requesting that the Board ratify its electronic vote to make its action permanent.

2. Approve Form 3-1 New Project for Chatham Skilled Trades Building

Action: Approve [Form 3-1](#) New Project for Chatham Skilled Trades Building.

Based on a feasibility study completed in June 2026, this project proposes new construction of a one-story building of approximately 26,100 SF to be located on existing college-owned property on the Chatham Main Campus east of the primary entrance driveway adjacent to US 64. New site development adds an additional +/-70 parking spaces to the campus. Programming elements include administration areas, student common areas, a house construction area, labs, classrooms, and support spaces. The Chatham County Board of Commissioners previously pledged funding for the project via the CIP process.

3. Approve Moore Center Multipurpose Space Interior Renovation

Action: Approve Moore Center Multipurpose Space Interior Renovation.

This project calls for the [interior renovation of approximately 6,300 square feet of space](#) at the Moore Center in the structure facing Nash Street and adjacent to both the Executive Office Suite and the area designated for Phase 2 renovations. The renovation will provide a new entrance lobby, an enclosed seminar room, ADA-compliant restroom, an area for cubicle offices, HVAC/electrical upgrades, and interior finish updates throughout. This space would also be available for rent by external parties per the college's Use of Institutional Facilities policy. The college seeks to allocate approximately \$750,000 in proceeds from the sale of real properties to fund the project. The project will not require State Construction Office oversight due to the college's delegated authority limit.

For Information Only

1. Capital Project Updates

Moore Center Phase 1 Renovation: Site permits approved by City of Sanford; building permits under review. Guaranteed Maximum Price (GMP) to be provided by Construction Manager at Risk this month (July). Subcontractor bid solicitations and bid packages will be issued and evaluated in August.

Moore Center Bioprocessing Building Renovation: Construction expected to be completed by the end of July with punchlist items continuing through August. Equipment moves and furniture installation began in late July and continued through early August.

ESTC Fire/EMS Training Building: Construction documents/project manual submitted by Timmons Group to SCO for review on July 17.

ESTC Fire/EMS Training Building: Feasibility study completed. Final estimate of probable cost expected soon.

Harnett Main Campus Miriello Building Interior Renovation: RFQ for design services will be solicited in August with renovation work tentatively scheduled for early Spring 2027.

Other Projects: Lee Main Campus Library building fascia metal will be replaced early in Fall semester.

2. Opportunity for Small Business Incubator Program for Food and Beverage Catering Services & Exclusive Caterer RFP for College and Civic Center

College staff have identified two opportunities for supporting college operations and supporting economic development in Lee County and the City of Sanford. There is currently an ongoing unmet need for dedicated, large-capacity food and beverage services in the local market; further, efficiencies and reduced risk exposure could be realized by the College adopting a reliable, consistent, and properly licensed and insured catering services provider as the exclusive caterer for the College and the Civic Center. In support of realizing these goals, the staff will begin drawing up plans to develop a) a small business incubator program for food and beverage catering services and b) a request for proposals solicitation to secure an exclusive caterer for the College and the Civic Center. The staff is requesting informal input and guidance from the committee regarding this approach.



BOARD OF TRUSTEES

Personnel Committee Agenda

Date & Time: Monday, August 3, 2026, Noon ET

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

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

Consent Agenda

1. Approve Personnel Committee Meeting Minutes, June 2026
2. Receive Personnel Reports
3. Approve Blanket Travel Authorizations for President and Executive Leaders
4. Approve Educational Leave Request - Annie Bogan

Full Board Agenda

No Agenda Items.

For Information Only

No Agenda Items

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Personnel Committee Meeting Minutes, June 2026

The college staff has prepared the [June 2026](#) Personnel Committee Meeting Minutes for approval. An [email chain](#) showing the communications has been preserved and entered into the record.

2. Receive Personnel Reports

Attrition Report

QUARTER FOUR (2025 - 2026) ATTRITION	
Resignations	6
Retirements	5
Deceased	1
Terminations	4
Reduction-in-Force	2
Total	18

Turnover Report

QUARTER FOUR (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	9
Student Services Division	43	2
Advancement and Operations	24	0
Workforce Development	42	3
Harnett Campus	63	2
Chatham Campus	22	0
Collegewide Totals	440	18

Quarter Turnover Rate: **4.09%**

Fiscal Year Turnover Rate: **12.03%**

Quarter Four New Employee Report

1. Brandon Yang, Network Administrator, 04/20/2026
2. Rodalie Edwards, Custodian, 05/05/2026
3. Zoe Clark-LaRue, Nursing Instructor (12 months), 06/01/2026
4. Jessica Couture, Education Navigator, 06/01/2026
5. Jacob Dolan, AdvanceNC Project Manager, 06/15/2026

Quarter Four Promotions & Position Changes

1. Christopher “Chris” Miller, Correctional Facility College and Career Readiness Instructor, 05/01/2026
2. Jamin Etchison, Assistant Director, Veterans Upward Bound, 05/01/2026
3. Jessica Scott, Justice Studies Adjunct, 05/08/2026
4. Ryan Dent, Interim Associate Director of Instructional Support, 05/11/2026
5. Alice Peng, Math Adjunct, 05/14/2026
6. Breanna Townsend, Math Adjunct, 05/14/2026
7. Lincoln Frye, More Than a Job NC Coordinator, 05/18/2026
8. Ian Dunham, PC Technician II, 05/26/2026
9. Savannah Lowe, Financial Aid Advisor, 06/01/2026
10. Jennifer Babb, Lead Career and College Promise Advisor (Lee County), 06/01/2026
11. Heather McKenzie, Apprenticeship Programs Director, 06/01/2026
12. Marcia Albayero, Custodian, 06/08/2026

3. Approve Blanket Travel Authorizations for President and Executive Leaders

Staff requests that the Board of Trustees approve annual blanket travel authorizations under the College’s Travel Authorization Policy as follows:

- **President:** Authorized to travel anywhere within the State of North Carolina, including overnight travel and travel involving registration fees, without seeking prior approval or submitting individual blanket travel authorizations. Prior approval remains required for all out-of-state travel.
- **Senior Executive Leadership:** Authorized to travel anywhere within the State of North Carolina as part of their official duties without seeking prior approval or submitting individual blanket travel authorizations for in-state, non-overnight travel. Prior approval

remains required for overnight travel, travel involving registration fees, and out-of-state travel.

4. Approve Educational Leave Request - Annie Bogan

Annie Bogan has submitted a [request for Educational Leave](#) for up to 26 business days to be taken every other Thursday, as needed, starting September 3, 2026, as workload and job requirements permit. She will be pursuing her Bachelor of Science in Human Resource Management from Western Governors University.

Full Board Agenda

No Agenda Items.

For Information Only

No Agenda Items.



BOARD OF TRUSTEES

Programs & Student Supports Committee Agenda

Date & Time: Monday, August 3, 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, June 2026
2. Approve Final Report of Findings From Compliance Review Conducted FY 2025-26
3. Approve Curriculum Review Committee Actions

Full Board Agenda

No Agenda Items.

For Information Only

1. Accreditation Updates
2. Enrollment Updates
3. Annual Performance Measures

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Programs & Student Supports Committee Meeting Minutes, June 2026

The college staff has prepared the [June 2026](#) Programs & Student Supports Committee Meeting Minutes for approval.

2. Approve Final Report of Findings From Compliance Review Conducted FY 2025-26

The final report of findings from Compliance Review conducted for FY 2025-26 is [attached here](#).

3. Approve Curriculum Review Committee Actions

The college staff have prepared the [April 2026](#) and [June 2026](#) Curriculum Review Committee minutes for approval.

Full Board Agenda

No Agenda Items.

For Information Only

1. Accreditation Updates

SACSCOC Communications

The College continues to maintain communication and compliance with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) while advancing its transition toward potential accreditation with the Higher Learning Commission (HLC).

April 2026

The College submitted requests to SACSCOC for approval of the following program and site-specific closures:

- Barbering at the Dunn Center
- Certificate in Air Conditioning, Heating, and Refrigeration Technology – Core II
- Certificate in Air Conditioning, Heating, and Refrigeration Technology – Intermediate
- Site-specific closure of Computer-Integrated Machining at the Harnett Main Campus

May 2026

The College received SACSCOC approval for all closure requests submitted in April, including:

- Barbering at the Dunn Center
- Certificate in Air Conditioning, Heating, and Refrigeration Technology – Core II
- Certificate in Air Conditioning, Heating, and Refrigeration Technology – Intermediate
- Site-specific closure of Computer-Integrated Machining at the Harnett Main Campus

June 2026

The College submitted additional requests to SACSCOC for approval of the following program closures:

- CCP Diploma in Electronics Engineering Technology
- CCP Diploma in Laser and Photonics
- Certificate in Sustainable Agriculture – Horticulture
- Certificate in Sustainable Agriculture – Natural Resources
- Certificate in Sustainable Agriculture – Animal Science
- Certificate in Sustainable Agriculture – Agribusiness
- Certificate in Sustainable Agriculture – Ag Mechanics
- CCP Diploma in Sustainable Agriculture

July 2026

- Submitted the College's 2026 Financial Profile data to SACSCOC.

These activities reflect the College's continued commitment to meeting SACSCOC reporting and compliance requirements throughout the accreditation transition process.

Higher Learning Commission (HLC) Update

The College continues to make significant progress toward potential accreditation with the Higher Learning Commission.

At the end of April 2026, HLC notified the College that its Preliminary Peer Review had been approved, allowing the institution to advance to the **Comprehensive Evaluation for Initial Accreditation**.

The College's four cross-functional accreditation teams are actively developing the narratives and supporting documentation required for the Comprehensive Evaluation. The completed materials are due **February 1, 2027**, with the HLC on-site evaluation scheduled for **March 1–2, 2027**.

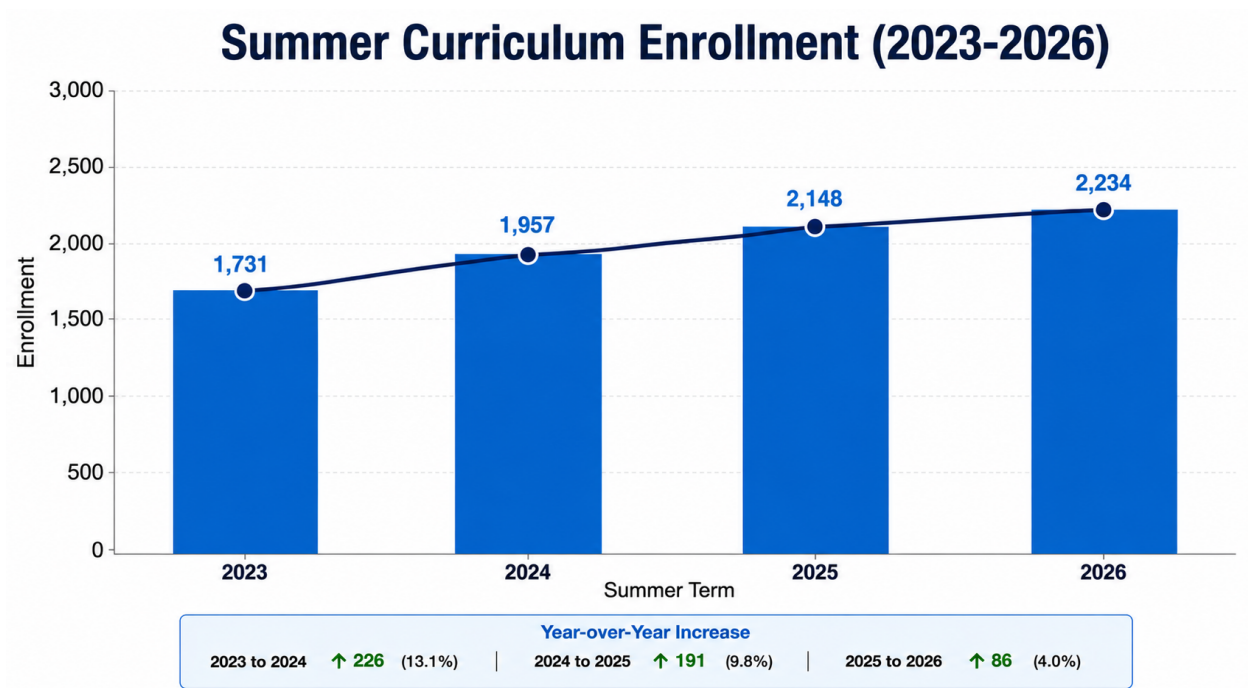
Next Steps

As part of the College's preparation for the Comprehensive Evaluation and on-site visit:

- The four accreditation teams will continue developing, reviewing, and refining the required accreditation narratives and supporting evidence.
- The College will host its HLC Staff Liaison for a campus visit on **September 9, 2026**.
- During the visit, the HLC Staff Liaison will tour College facilities, learn more about academic programs and institutional initiatives, and provide insight to help strengthen the College's preparation for the Comprehensive Evaluation and March 2027 on-site visit.

The College remains focused on maintaining accreditation compliance while ensuring broad institutional engagement and readiness as it advances through the HLC initial accreditation process.

2. Enrollment Updates



Notably, traditional (non-high school) summer enrollment is up 26% since 2023.

Fall 2026 enrollment is ongoing; at present, we are expecting a record fall enrollment.

3. Annual Performance Measures

The State Board of Community Colleges approved the [2026 Performance Measures for Student Success Report](#) on May 15, 2026. Central Carolina Community College's results are summarized in the table below:

Measure	Index Score 2026 Report	Index Score 2025 Report	Trend	Band (state comparison)
Basic Skills Progress	0.988	0.910	Increasing	Average
English Success	0.831	0.836	Decreasing	Below Average, Above Baseline
Math or Science Success	0.934	0.813	Increasing	Average
First Year Progression	1.001	1.018	Decreasing	Average
Curriculum Completion	0.933	0.851	Increasing	Average
Licensure and Cert. Pass Rate	0.905	0.968	Decreasing	Below Average, Above Baseline
Transfer Performance	1.035	1.005	Increasing	Above Average, Below Excellence

The Student Learning Leadership team developed an improvement plan for all state performance measures, with a special focus on *English Success* and *Licensure and Certification Pass Rate*. Strategies include the following:

- Restructure program plans to require students to complete English, math, and ACA in the first year and help faculty understand the benefits of this schedule.
- Meet with education navigators to emphasize the importance of advising students to complete English, math, and ACA early.
- Require professional learning on teaching for faculty.
- Redesign courses leading to licensure/certification exams, including content, assessment frequency, and assessment instruments.
- Restructure leadership for continuing education programs leading to licensure/certification.
- Require exam preparation programs and mock exams.