Central Carolina Community College Board of Trustees
Committee Meetings Schedule

Monday, November 2, 2026
Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom

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Finance Committee ***Time: 9:00 a.m.***

Jamie Kelly (Chair)
Karen Howard
Chet Mann
Thomas Womble

Building & Grounds Committee ***Time: 10:30 a.m.***

John Bonardi (Chair)
Jim Crawford
Charissa Moore
Sam Shumate

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
Gladys McAuley
Brooks Matthews
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 4, 7:00 PM
Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom

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Dinner Presentations - Foundation Presentation

PRELIMINARY MATTERS

Ethics Statement

Approval of Consent Agenda

CONSENT AGENDA

Board Minutes

1. Approve Board of Trustees Meeting Minutes, September Workshop

Finance Committee

1. Receive Finance Reports for Quarter One
2. Receive Foundation Revenue Report
3. Receive Foundation Portfolio Appraisal
4. Approve Grants in Development Report
5. Approve Revised Policy 2.2.8 - Sale, Disposal, and Lease of College Property
6. Authorize Staff to Select Electric Vehicle Charging Services Vendor from State Term Contract
7. Authorize Staff to Write-off Accounts Receivable in the Amount of $109,328.96 [Addition 11/02/2026]

Building & Grounds Committee

1. Approve Revised Policy 2.2.5 - Design Professional Services & Construction Work

Personnel Committee

1. Receive Personnel Reports
2. Approve Educational Leave Request - Jordan Carter

3. Approve Revised Policy 3.2.19 - Paid Parental Leave
4. Approve Revised Policy 3.2.6 - Annual Leave

Programs & Student Supports Committee

1. Approve Curriculum Review Committee Actions
2. Approve Revisions to Policy 5.3.2 - Student Code of Conduct

FOR FULL BOARD CONSIDERATION AND DELIBERATION

Finance Committee

1. Approve FY26-27 Budget & Form DCC 2-1
2. Ratify Approval of Moore Center Phase I Renovations

Building & Grounds Committee

1. Pass Joint Resolution for Future Harnett CTE Building
2. Select Respondents from Public-Private Partnership RFQ for Contract Negotiations
3. Approve Form 3-1 Amendment 2 for Harnett Fire Training Tower project
4. Approve Standard Design Services Contract with Hobbs Architects in Support of Miriello Interior Renovation Project
5. Approve Permanent Easement Request by Duke Energy for Harnett Main Campus

6A. Recommend Counteroffer in Response to Preliminary Offer to Buy CWI [Revised 11/02/2026]

~~6B(i). Approve Renewal of Listing Agreement for CWI~~ [Removed 11/02/2026]

~~6B(ii). Pass Revised Resolution for Sale of Pod B at CWI~~ [Removed 11/02/2026]

7. Approve Request for Construction Contract for ESTC Driving Track Rehabilitation Project

8. Ratify Approval of Moore Center Phase I Renovations

Personnel Committee

1. Approve Procedure 1.1.2.1 - Appointment of Trustees
2. Approve Procedure 1.1.3.1 - Policies, Procedures, Processes, & Practices

Programs & Student Supports Committee

No Agenda Items

CONCLUDING MATTERS

Other Information

1. Closed Session Under NCGS 143-318.11(a)(3) - Personnel Matter #1
2. Closed Session Under NCGS 143-318.11(a)(3) - Personnel Matter #2
3. Closed Session Under NCGS 143-318.11(a)(6) - Personnel Matter #3
4. Closed Session Under NCGS 143-318.11(a)(7)

President Update

Comments by the Chair

Adjournment

BOARD OF TRUSTEES

Finance Committee Agenda

Date & Time: Monday, November 2, 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. Receive Finance Reports for Quarter One
2. Receive Foundation Revenue Report
3. Receive Foundation Portfolio Appraisal
4. Approve Grants in Development Report
5. Approve Revised Policy 2.2.8 - Sale, Disposal, and Lease of College Property
6. Authorize Staff to Select Electronic Vehicle Charging Services Vendor from State Term Contract
7. Authorize Staff to Write Off Accounts Receivable in the Amount of $109,328.96 [Addition 11/02/2026]

Full Board Agenda

1. Approve FY26-27 Budget & Form DCC 2-1
2. Ratify Approval of Moore Center Phase I Renovations

For Information Only

No Agenda Items.

Consent Agenda

Action: Approve and receive consent agenda items.

1. Receive Finance Reports for Quarter One as of September 30, 2026

CENTRAL CAROLINA COMMUNITY COLLEGE STATE BUDGET REPORT SEPTEMBER 30, 2026				
CURRENT EXPENSE	**ALLOTMENT FOR YEAR**	**EXPENDITURES THIS YEAR**	**BUDGET BALANCE**	**PERCENT OF BUDGET EXPENDED**
EXECUTIVE MANAGEMENT	$ 1,570,959.00	$ 431,919.39	$ 1,139,039.61	27%
FINANCIAL SERVICES	3,088,446.00	405,780.58	2,682,665.42	13%
GENERAL ADMINISTRATION	2,973,405.00	757,002.27	2,216,402.73	25%
INFORMATION SYSTEMS	1,649,258.00	466,923.25	1,182,334.75	28%
INSTRUCTION - CURRICULUM	21,829,243.00	5,149,095.91	16,680,147.09	24%
INSTRUCTION - NON-CURRICULUM	4,925,490.00	1,276,556.16	3,648,933.84	25%
ACADEMIC SUPPORT	4,829,070.00	1,216,384.17	3,612,685.83	20%
STUDENT SUPPORT	5,162,702.00	1,047,053.22	4,115,648.78	20%
TOTAL CURRENT EXPENSE	**$ 46,028,573.00**	**$ 10,750,714.95**	**$ 35,277,858.05**	**23%**
CAPITAL OUTLAY				
EQUIPMENT	$ 2,093,958.00	$ 227,754.98	$ 1,866,203.02	11%
INSTRUCTIONAL RESOURCES	62,739.00	21,127.80	$ 41,611.20	34%
TOTAL CAPITAL OUTLAY	**$ 2,156,697.00**	**$ 248,882.78**	**$ 1,907,814.22**	**12%**
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	**$ 48,185,270.00**	**$ 10,999,597.73**	**$ 37,185,672.27**	**23%**

CENTRAL CAROLINA COMMUNITY COLLEGE
COUNTY BUDGET REPORTS
SEPTEMBER 30, 2026

LEE COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	$ 4,255,523.00	$ 1,106,102.00	$ 3,149,421.00	26%
GENERAL ADMINISTRATION	638,110.00	116,794.30	521,315.70	18%
TOTAL CURRENT EXPENSE	**$ 4,893,633.00**	**$ 1,222,896.30**	**$ 3,670,736.70**	**25%**
TOTAL CAPITAL OUTLAY	**$ 285,000.00**	**$ 60,523.50**	**$ 224,476.50**	**21%**
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	**$ 5,178,633.00**	**$ 1,283,419.80**	**$ 3,895,213.20**	**25%**

CHATHAM COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	$ 1,410,786.00	$ 354,643.65	$ 1,056,142.35	25%
GENERAL ADMINISTRATION	444,085.00	116,974.30	$ 327,110.70	26%
TOTAL CURRENT EXPENSE	**$ 1,854,871.00**	**$ 471,617.95**	**$ 1,383,253.05**	**25%**
TOTAL CAPITAL OUTLAY	**$ 180,000.00**	**$ -**	**$ 180,000.00**	**0%**
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	**$ 2,034,871.00**	**$ 471,617.95**	**$ 1,563,253.05**	**23%**

HARNETT COUNTY BUDGET REPORT

CURRENT EXPENSE	BUDGET FOR YEAR	EXPENDITURES THIS YEAR	BUDGET BALANCE	PERCENT OF BUDGET EXPENDED
PLANT MAINTENANCE & OPERATIONS	$ 1,745,115.00	$ 360,573.04	$ 1,384,541.96	21%
GENERAL ADMINISTRATION	323,041.00	81,252.62	241,788.38	25%
TOTAL CURRENT EXPENSE	**$ 2,068,156.00**	**$ 441,825.66**	**$ 1,626,330.34**	**21%**
TOTAL CAPITAL OUTLAY	**$ 225,000.00**	**$ 30,750.00**	**$ 194,250.00**	**14%**
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	**$ 2,293,156.00**	**$ 472,575.66**	**$ 1,820,580.34**	**21%**

CENTRAL CAROLINA COMMUNITY COLLEGE
INVESTMENT ASSET ACCOUNT
SEPTEMBER 30, 2026

MALPRACTICE INSURANCE	$ 10,856.65
CPR CARDS	1,564.58
EXCESS FEES	324,731.00
MOTORCYCLE SAFETY	16,510.11
AUTOBODY FEE	227.57
LOST REVENUE	150,614.70
CAMPUS SECURITY FEE	167,310.40
DE FEE	622,244.40
CONSTRUCTION LIVE PROJECTS	27,141.66
CON ED SELF SUPPORT	12,283.67
COMMUNITY SERVICE FEES	116,045.70
CON ED ACTIVITY FEES	5,963.67
OVERHEAD RECEIPTS 25%	25,709.41
CIVIC CENTER	32,331.78
OVERHEAD RECEIPTS 75%	62,654.70
ESTC RENTAL	13,032.55
PITTSBORO RENTAL	6,740.68
INDIRECT COST - GRANTS	317,064.20
MISC SCHOLARSHIPS	108,566.60
AD NURSING	40,087.20
PATRON FEES	115,800.36
SMALL BUSINESS LEE	6,135.05
SMALL BUSINESS CHATHAM	1,561.13
CLEARWIRE	80,919.71
BOOKSTORE	406,432.80
VENDING	107,511.29
EMERGENCY LOAN FUNDS	7,023.42
COUNTY	1,113,912.00
LOCAL CAPITAL	134,318.60
	$ 4,035,295.59

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

REVENUES	BUDGET	ACTUAL	
MOTEL TAX	$ 25,000.00	$ 6,250.00	25%
LEE COUNTY CURRENT ALLOCATION	370,000	92,500.00	25%
SANFORD TOURISM DEVELOPMENT	5,000		
RENTAL INCOME	200,000	98,286.00	49%
INTEREST REVENUE	1,350	315.00	23%
TOTAL REVENUE	**$ 601,350.00**	**$ 197,351.00**	33%
EXPENSES			
SALARIES - FT	$ 177,420.00	$ 44,355.00	25%
SALARIES - PT	114,400	42,375.00	37%
SOCIAL SECURITY	22,568	6,255.00	28%
RETIREMENT	41,289	11577	28%
LONGEVITY	3,000		0%
MEDICAL INSURANCE	26,775	6,678.00	25%
OTHER INSURANCE	300	36.00	12%
LAWNS AND GROUNDS SERVICES	4,000		0%
JANITORIAL SERVICES AGREEMENTS	2,200	1,017.00	46%
MISC SERVICE CONTRACTS	630	630.00	100%
OTHER CONTRACTED SERVICES	1,300	100.00	8%
WASTE REMOVAL/RECYCLING SVCS	1,800	291.00	16%
SECURITY SERVICE AGREEMENTS	1,000	255.00	26%
PEST CONTROL SVCS AGREEMENTS	1,200	200.00	17%
CLOTHING AND UNIFORMS	450	-	0%
CUSTODIAL SUPPLIES	6,800	182.00	3%
MAINTENANCE SUPPLIES	10,000	1,105.00	11%
REPAIR SUPPLIES	5,000	152.00	3%
GROUNDS SUPPLIES	300	128.00	43%
OFFICE SUPPLIES	1,000	1,007.00	101%
OTHER SUPPLIES	1,500		0%
TELEPHONE	500	56.00	11%
ISP CHARGES	900	138.00	15%
CELL PHONE	600	99.00	17%
HEAT	22,000	2,798.00	13%
WATER	6,000	1,522.00	25%
ELECTRICITY	98,000	30,973.00	32%
EQUIPMENT REPAIRS	10,000	3,207.00	32%
REPAIRS - GROUNDS EQUIPMENT	200		0%
FACILITIES REPAIRS	6,000	1,846.00	31%
MAINT. AGREEMENT	11,500	6,277.00	55%
ELECTRONIC PROCESSING FEE	4,000	1,062.00	27%

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

EXPENSES (CONT)	BUDGET	ACTUAL	
BANK SERVICE CHARGES	2,800		0%
ADVERTISING	1,800		0%
OTHER CURRENT EXPENSE	1,800	8,790.00	488%
EQUIPMENT RENTAL	4,000	1,134.00	28%
REGISTRATION FEES	600		0%
MEMBERSHIPS AND DUES	300		0%
OTHER EQUIPMENT	3,400		0%
NON-CAPITALIZED EQUIPMENT	4,000	2,820.00	71%
NON-CAPITALIZED EQUIPMENT - HIGH RISK	0.00	0.00	
REPLACEMENT EQUIPMENT	0.00	0.00	
TOTAL EXPENSES	$ 601,332.00	$ 177,065.00	29%
REVENUE OVER EXPENSES (TO DATE)			$ 20,286.00
BEGINNING UNRESTRICTED FUND BALANCE			**$ 64,162.69**
TOTAL REVENUE			$ 197,351.00
TOTAL EXPENSES			$ 177,065.00
TOTAL FUND BALANCE			**$ 84,448.69**

CENTRAL CAROLINA COMMUNITY COLLEGE EXPENDITURES FOR GOOD OF SCHOOL SEPTEMBER 30, 2026	
STUDENT RELATED	
INSTRUCTIONAL SUPPLIES	$ -
ADVISORY MEETINGS	-
OTHER CURRENT EXPENSES	3,472.30
FACTS PROCESSING FEE	-
ICR PROCESSING FEE	178.06
GRADUATION	-
SCHOLARSHIP LUNCHEON	-
SPECIAL EVENT	-
TITLE IX	-
STUDENT CULTURAL ENRICHMENT	262.75
OTHER INSURANCE	-
TOTAL STUDENT RELATED	**$ 3,913.11**
PUBLIC RELATED	
PUBLIC RELATIONS	$ 450.04
LAUNDRY SERVICE AGREEMENTS	749.00
OTHER CONTRACTED SERVICES	-
REGISTRATION FEES	-
FOOD	-
IN-OF-STATE ALL TRAVEL	-
OUT-OF-STATE ALL TRAVEL	-
BOARD OF TRUSTEE EXPENSES	-
SACS/QEP EXPENSES	-
BANK SERVICE CHARGES	-
EMPLOYEE FLOWERS/RETIREMENT	-
MEETINGS	-
OTHER CURRENT EXPENSES	588.15
TOTAL PUBLIC RELATED	**$ 1,787.19**
GRAND TOTAL	**$ 5,700.30**

2. Receive Foundation Revenue Report

Designations	Quarter One	Current YTD
Unrestricted Funds	$25,624.89	$25,624.89
Restricted Funds		
Endowment Additions	$174,105	$174,105
Other Restricted	$310,600.92	$310,600.92
Total Revenues	**$510,330.81**	**$510,330.81**

3. Receive Foundation Portfolio Appraisal

The CAPTRUST Sanford Portfolio Appraisal report for quarter one for Central Carolina Community College Foundation is attached here.

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 Monthly Office of Grants and Strategic Initiatives Reports for July, August, and September.

5. Approve Revised Policy 2.2.8 - Sale, Disposal, and Lease of College Property

Policy 2.2.8 - Sale, Disposal, and Lease of College Property has been revised to ensure compliance with Article 12 of Chapter 160A of the North Carolina General Statutes. This revision makes the following changes:

- Allows the President or the President's designee to dispose of personal property valued at less than thirty thousand dollars ($30,000), individually or as a group when items are substantially similar, in accordance with Article 12, Chapter 160A.

6. Authorize Staff to Select Electric Vehicle Charging Services Vendor from State Term Contract

After extensive research and a review of price quotes and service structures, the staff has determined that there are a number of viable options for the provision of electric vehicle charging services, all of which are pre-vetted by the state and available under state term contract. All service structures involve a monthly software platform fee and a percentage-based payment processing fee. With the exception of Tesla, all other service providers allow the College to set pricing and require the College to cover electricity costs; Tesla provides an all-in-one system where they set the prices and cover the expenses. Given the nuances and constant adjustments likely to be necessary in the first few months, the staff is recommending that the Board authorize the staff to determine and select the best vendor to provide these services, as well as to set the rates based on usage, expenses, and relevant statutes and regulations, with staff reporting out

annually on the financial impacts of the program. Alternatively, the Board may specify its preference on how to handle vendor selection and reporting.

7. Authorize Staff to Write-off Accounts Receivables in the Amount of $109,328.96 [Addition 11/02/2026]

CENTRAL CAROLINA COMMUNITY COLLEGE WRITE-OFF SHEET WITH AR CODES SEPTEMBER 30, 2026		
CODE	**DESCRIPTION**	**AMOUNT**
INTUI	InState Tuition	$43,945.58
OTTUI	Out-of-State Tuition	$32,198.44
ACCFE	Accident Insurance	$150.69
ACTFE	Activity Fee	$3,841.84
CSFEE	CAPS	$1,132.08
DISFE	Distance Ed Fee	$3,509.28
TECHF	Technology Fee	$1,356.12
MALPR	Malpractice Insurance Fee	$206.91
FOLET	Follett Bookstore Charges	$5,478.71
BKFEE	Follett Access Fee	$5,349.31
BOOKS	Old AR Code for access fees	$9,312.49
FAOVP	FA Overpayment Charges	$196.97
VAOVP	VA Overpayment Charges	$2,570.54
COMM	Self Support CE Tuition	$78.40
CEINS	CE Insurance Fee	$0.60
SECFE	CE CAPS fee	$1.00
		$109,328.96

Full Board Agenda

1. Approve FY26-27 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 FY26-27. 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. Ratify Approval of Moore Center Phase I Renovations

Action: Ratify the electronic vote approving the Moore Center Phase I Main Building Renovation construction bids and selected alternates, totaling $16,168,782.82, and authorization of the Notice to Proceed effective November 2, 2026.

College leadership requested an electronic vote of the Board of Trustees to approve the construction bids and selected alternates for Phase I of the Moore Center Main Building Renovation project and authorize the Notice to Proceed effective November 2, 2026.

Of the 16 Board of Trustees members, 14 submitted votes, with all 14 voting in favor of approval. No opposing votes were received. The email chain documenting the electronic vote has been preserved and entered into the official Board record.

The electronic vote approved the base bid of $14,059,932.86 and selected alternates totaling $2,108,849.96, for a total construction cost of $16,168,782.82. The total exceeds the existing project budget by approximately $40,682, which will be covered by available College funds.

For Information Only

No Agenda Items.

BOARD OF TRUSTEES

Building & Grounds Committee Agenda

Date & Time: Monday, November 2, 10:30 AM ET
Location: **Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom**

Committee Members: John Bonardi (Chair), James Crawford, Charissa Moore, Sam Shumate, Julian Philpott (*ex officio)*

Consent Agenda

1. Approve Revised Policy 2.2.5 - Design Professional Services & Construction Work

Full Board Agenda

1. Pass Joint Resolution for Future Harnett CTE Building
2. Select Respondents from Public-Private Partnership RFQ for Contract Negotiations
3. Approve Form 3-1 Amendment 2 for Harnett Fire Training Tower project
4. Approve Standard Design Services Contract with Hobbs Architects for the Miriello Interior Renovation Project
5. Approve Permanent Easement Request by Duke Energy for Harnett Main Campus

6A. Recommend Counteroffer in Response to Preliminary Offer to Buy CWI [Revised 11/02/2026]

~~6B(i). Approve Renewal of Listing Agreement for CWI~~ [Removed 11/02/2026]

~~6B(ii). Pass Revised Resolution for Sale of Pod B at CWI~~ [Removed 11/02/2026]

7. Approve Request for Construction Contract for ESTC Driving Track Rehabilitation Project
8. Ratify Approval of Moore Center Phase I Renovations

For Information Only

No Agenda Items.

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Revised Policy 2.2.5 - Design Professional Services & Construction Work

Policy 2.2.5 - Design Professional Services & Construction Work has been revised to allow for staff to submit delegation authority renewal requests without requiring Board approval when a delegation is in force based on prior Board approval.

Full Board Agenda

1. Pass Joint Resolution for Future Harnett CTE Building

Action: Pass joint resolution regarding the future Harnett CTE Building in conjunction with Harnett County Board of Education.

In furtherance of an expected future project with the Harnett County Board of Education regarding the construction of a joint-use career and technical education (CTE) building, the Board is being presented with this joint resolution. The resolution will be in full force and effect upon its separate approval by the Board of Education at a future date.

2. Select Respondents from Public-Private Partnership RFQ for Contract Negotiations & Authorize Staff to Enter into Negotiations

Action: Select Pfizer as the private developer in connection with the public-private partnership RFQ for contract negotiations, authorize College staff to negotiate contract for Board approval at a later date, and approve submission of Form 3-1 in support of the project.

Staff received one (1) response, a response from Pfizer, Inc., to the public-private partnership solicitation that was properly noticed and published through the Sanford Herald, with details posted on the College's website. Additional documentation can be provided upon request.

College staff is recommending that the public-private partnership process continue to the contract negotiation phase with Pfizer selected as the private developer. A Form 3-1 has also been developed in support of this project; to expedite the project timeline, staff is recommending that this form be approved and submitted to the State Board of Community Colleges for approval while contract negotiations are ongoing. Staff will bring a final contract for the Board's approval to either a special called meeting or a regularly scheduled meeting upon conclusion of the negotiation period and a proper notice period of thirty (30) days.

3. Approve Form 3-1 Amendment 2 for Harnett Fire Training Tower Project

Action: Approve 3-1 Amendment 2 for the Harnett Fire Training Tower Project

Design Development cost estimates for the site development (grading, utility construction, paving) have increased substantially due to escalating costs in the grading, paving, and utility construction sectors. It is estimated that approximately $134,000 in additional funds will need to be allocated to this project in order for the State Construction Office to accept the submission of construction documents, which are currently in progress. Fund reserves already earmarked for this project are sufficient to cover this additional allocation. A draft of Form 3-1 Amendment 2 has been generated for Board consideration.

4. Approve Standard Design Services Contract with Hobbs Architects in Support of Miriello Interior Renovation Project

Action: Approve the Standard Design Services contract with Hobbs Architects for the Miriello Interior Renovation project.

The college received 10 design firm submissions in response to the RFQ solicitation for this project. A selection committee composed of Trustee Bonardi and college staff interviewed three finalists. Each member independently ranked the firms based on a standardized, qualifications based criteria. The committee unanimously selected Hobbs as the top-ranked finalist and tendered this recommendation to President Chapman. College staff and Hobbs Architects have jointly drafted a Standard Design Services contract in support of this project.

5. Approve Permanent Easement Request by Duke Energy for Harnett Main Campus

Action: Approve the permanent utility easement requested by Duke Energy for Harnett Main Campus.

Duke Energy has requested a permanent easement on college property at Harnett Main Campus in order to install a new utility pole on Harnett Main Campus for a three-phase line that serves the campus. The proposed new utility pole would be installed on the eastern boundary line of the campus property and would be approximately 20 feet from the location of the existing utility pole near the NC 421 road frontage.

6A. Recommend Counteroffer in Response to Preliminary Offer to Buy CWI [Revised 11/02/2026]

Action: Approve (i) the College staff to respond with a counteroffer to the current offer to buy the Center for Workforce Innovation subject to legal review, (ii) the College staff to negotiate terms and conditions subject to legal review, (iii) the Board Chair to sign all necessary documentation to effectuate preliminary acceptance subsequent to negotiations, and (iv) removal of agenda items 6B(i) and 6B(ii) from the agenda.

Staff has received an offer to buy the Center for Workforce Innovation building and property in the amount of one million, three hundred eighty-three thousand, and nine hundred dollars ($1,383,900). The terms and conditions of the offer will need to be reviewed and revised to comport with Chapter 160A, Article 12 of the North Carolina General Statutes. Sale of the property includes Pod B. A counteroffer amount will need to be specified as part of this motion.

~~6B(i). Approve Renewal of Listing Agreement for CWI~~ [Removed 11/02/2026]

Action: Approve the renewal of the listing agreement with Hunter Stewart of Lee & Associates and remove item 6A from the agenda.

The listing agreement naming Hunter Stewart of Lee & Associates as the listing agent for Central Carolina Community College's Center for Workforce Innovation property has expired. A renewal agreement has been provided that would extend the agreement to March 31, 2027. Staff

is requesting a renewal of this agreement or guidance on a preferred alternative approach by the Board.

~~6B(ii). Pass Revised Resolution for Sale of Pod B at CWI~~ [Removed 11/02/2026]

Action: Approve the revised resolution for the sale of Pod B at the Center for Workforce Innovation.

Due to administrative oversight, publication of the prior resolution for the sale of Pod B at CWI was not effectuated before the ten (10) day deadline prior to the scheduled date for public auction. The revised resolution maintains all substantive details of the prior resolution and merely modifies the auction and notice schedule.

7. Approve Request for Construction Contract for ESTC Driving Track Rehabilitation Project

Action: Approve the request for a construction contract to be awarded to the low bidder for the ESTC Driving Track Rehabilitation Project.

The college received bids for this project on August 26, 2026. The certified bid tabulation showed that Ruston Paving Co., Inc. was the lowest bidder at $1,944,582 for the base bid, an amount that was over $700,000 above the $1.2 million construction budget for the project. College staff and the designer, Timmons Group, worked with Ruston Paving to carefully adjust the scope of the project in order to bring the revised base bid within budget. The revised base bid is now $1,184,274 and addresses all major elements of the original base bid scope of work. State Construction Office requires that the college submit a formal "request for award" in order to tender a formal contract to the bidder.

8. Ratify Approval of Moore Center Phase I Renovations

Action: Ratify the electronic vote approving the Moore Center Phase I Main Building Renovation construction bids and selected alternates, totaling $16,168,782.82, and authorization of the Notice to Proceed effective November 2, 2026.

College leadership requested an electronic vote of the Board of Trustees to approve the construction bids and selected alternates for Phase I of the Moore Center Main Building Renovation project and authorize the Notice to Proceed effective November 2, 2026. Of the 16 Board of Trustees members, 12 submitted votes, with all 12 voting in favor of approval. No opposing votes were received. The email chain documenting the electronic vote has been preserved and entered into the official Board record. The electronic vote approved the base bid of $14,059,932.86 and selected alternates totaling $2,108,849.96, for a total construction cost of $16,168,782.82. The total exceeds the existing project budget by approximately $40,682, which will be covered by available College funds.

For Information Only

No Agenda Items.

BOARD OF TRUSTEES

Personnel Committee Agenda

Date & Time: Monday, November 2, 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. Receive Personnel Reports
2. Approve Educational Leave Request - Jordan Carter
3. Approve Revised Policy 3.2.19 - Paid Parental Leave
4. Approve Revised Policy 3.2.6 - Annual Leave

Full Board Agenda

1. Approve Procedure 1.1.2.1 - Appointment of Trustees
2. Approve Procedure 1.1.3.1 - Policies, Procedures, Processes, & Practices

For Information Only

~~1. Closed Session Under NCGS 143-318.11(a)(3) - Personnel Matter #1~~ [Removed 11/02/2026]

~~2. Closed Session Under NCGS 143-318.11(a)(3) - Personnel Matter #2~~ [Removed 11/02/2026]

~~3. Closed Session Under NCGS 143-318.11(a)(6) - Personnel Matter #3~~ [Removed 11/02/2026]

Consent Agenda

Action: Approve and receive consent agenda items.

1. Receive Personnel Reports

Attrition Report

QUARTER ONE ATTRITION	
Resignations	7
Retirements	5
Deceased	0
Terminations	3
Reduction-in-Force	0
Total	**15**

Turnover Report

QUARTER ONE TURNOVER		
	Average # of Employees	# of Employees Separated
President's Office	10	0
Advancement and Operations	30	1
Student Learning Division	200	6
Student Engagement Division	85	5
Workforce Development Division	40	1
Harnett County Provost - Facilities	50	2
Chatham County Provost - Communications	25	0
Collegewide Totals	**400**	**15**

Quarter Turnover Rate: 3.40 %
Fiscal Year Turnover Rate: **3.40 %**

New Employee Report

1. Zachary Ivey, PC Tech 1, 07/01/2026
2. Zaida Walker, College and Career Readiness Program Lead Distance Learning, 07/08/2026
3. Franci Adjangba, Programs & Operations Assistant, 07/22/2026
4. Candace Onyebueke, IT Security Specialist, 07/22/2026
5. Genevieve Merlos-Pulley, Academic Advisor BOOST, 07/22/2026
6. Felicia Dortch, Director, Health and Professional Programs, 07/29/2026
7. Shatea McNeill, Career & College Promise Advisor, 08/03/2026
8. Yunwie (Jade) Cao, IT Instructor (9 months), 08/06/2026
9. Candice Rockel, Justice Studies Instructor (9 months), 08/06/2026
10. Jackson Lewis, Math Instructor (9 months), 08/06/2026
11. Kevin Do, Physics Instructor (9 months), 08/06/2026
12. Eliana Franklin, English Instructor (9 months), 08/06/2026
13. Taylor Luck, Math Instructor (9 months), 08/06/2026
14. Michelle Baker, Math Instructor (9 months), 08/06/2026
15. Amanda Smith, Math Instructor (9 months), 08/06/2026
16. Rhonda Jones, Associate Director of Student Onboarding and Success, 08/10/2026
17. Alan Frank, Automotive Systems Instructor (9 months), 08/19/2026
18. Nikita Byrd, YouthBuild Job Developer, 09/10/2026

Promotions & Position Changes

1. Madison Williams, Senior Records Assessment Specialist, 07/01/2026
2. Roy Allen, AVP, Workforce Development & Continuing Education, 07/01/2026
3. Annie Bogan, Senior HR Coordinator, 07/01/2026
4. Christian Jeffries, Accountant, 07/01/2026
5. Tammy Kirkman, BLET Assistant Director, 07/01/2026
6. Kevin Pearson, AVP of Student Engagement, 07/01/2026
7. Scott Byington, VP of Student Engagement, 07/01/2026
8. Christy Jones, Limited Enrollment Coordinator, 07/01/2026
9. Ashley Riley, English Adjunct, 08/01/2026
10. Cody Maddux, Math Adjunct, 08/01/2026
11. Haley Thomas, Registrar, 08/01/2026
12. BJ Thompson, Executive Director of Learning Resources, 08/01/2026
13. Jessica Lujan, Senior Education Navigator and CCR Advisor, 08/01/2026
14. Laura Musselwhite, Scholarship and Student Engagement Operations Coordinator, 08/01/2026
15. Jordan Carter, Executive Director of College Access Programs, 08/01/2026
16. Heather Love, Director of Student Onboarding and Success, 08/01/2026
17. Jamin Etchison, Interim Director, Veterans Upward Bound and Military Affiliated Initiatives, 08/01/2026
18. Sarah Shannon-Mohammed, Director of Student Engagement, 08/01/2026
19. Amy Azevedo, Philosophy Instructor (9 months), 08/03/2026
20. Nick Testa, Psychology Instructor (9 months), 08/03/2026

21. Chris Newcomb, Business Instructor (9 months), 08/03/2026
22. Juanita Carter, Nursing Instructor (12 months), 08/11/2026
23. Heather McKenzie, Director of Apprenticeships and Workforce Partnerships, 08/19/2026
24. Jamie Anderson, Early College Advisor & Student Success Coordinator, 08/24/2026
25. Nicholas Sullivan, Instructional Technologist, 09/01/2026
26. Davena Blair, Assistant Director, Veterans Upward Bound, 09/01/2026
27. Kaitlyn Sessoms, TRiO Upward Bound Assistant Director (Programming & Compliance), 09/01/2026
28. Wendy Craig, Administrative Specialist, 09/01/2026
29. Jamie Childress, Executive Director of Academic Systems, 09/03/2026
30. Shatea McNeill, Assistant Director of Early Colleges, 09/08/2026
31. Christina Morales, WCE Skilled Trades Program Coordinator, 09/17/2026
32. Aura Alvayero, Custodian, 09/28/2026

2. Approve Educational Leave Request - Jordan Carter

Jordan Carter submitted a request for Educational Leave for up to 25 business days, taken intermittently as needed, starting November 9, 2026, as workload and job requirements permit. She will pursue her Organizational Learning and Leadership EdD program through UNC-Chapel Hill.

3. Approve Revised Policy 3.2.19 - Paid Parental Leave

Policy 3.2.19 - Paid Parental Leave has been revised to comport with changes to state law and amendments to State Board Code. This revision makes the following changes for employees who have a qualifying event:

- Full-time eligible employees giving birth are now eligible to receive twelve (12) weeks of leave, increased from eight (8) weeks.
- Full-time eligible employees not giving birth are now eligible to receive twelve (12) weeks of leave, increased from four (4) weeks.
- Part-time eligible employees giving birth are now eligible to receive six (6) weeks of leave, increased from four (4) weeks of leave.
- Part-time eligible employees not giving birth are now eligible to receive six (6) weeks of leave, increased from two (2) weeks of leave.

4. Approve Revised Policy 3.2.6 - Annual Leave

Policy 3.2.6 - Annual Leave has been revised to enhance administrative efficiency and to reflect state-level processes and practices. This revision makes the following changes:

- Annual leave is now able to be automatically advanced without formal paperwork.
- Advancement of leave is now recouped against the employee's pay if the employee excessed the annual leave advancement allowance for the fiscal year.
- Negative leave balances are recouped at the end of the fiscal year, preventing any non-compliance with state-level guidance.

Full Board Agenda

1. Approve Procedure 1.1.2.1 - Appointment of Trustees

Procedure 1.1.2.1 - Appointment of Trustees has been developed to ensure clarity in the appointment, swearing in, and continuity of trustee service. It establishes expectations regarding notice to appointment authorities, when an appointment has been duly made, ethics compliance requirements prior to swearing in, carrying over as a trustee until an incumbent trustee takes the oath of office, and who may administer the oath of office.

2. Approve Procedure 1.1.3.1 - Policies, Procedures, Processes, & Practices

Procedure 1.1.3.1 - Policies, Procedures, Processes, & Practices has been developed to clarify the role that each mechanism plays in College operations. Each category is described by identifying their respective appropriate uses, methods of adoption, documentation location, and maintenance operations.

For Information Only

~~1. Closed Session Under NCGS 143-318.11(a)(3) - Personnel Matter #1~~ [Removed 11/02/2026]

Staff is advising the Committee to entertain a motion to enter into closed session under NCGS 143-318.11(a)(3), "To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged," to receive information regarding notice of an EEOC complaint filed against the College.

~~2. Closed Session Under NCGS 143-318.11(a)(3) - Personnel Matter #2~~ [Removed 11/02/2026]

Staff is advising the Committee to entertain a motion to enter into closed session under NCGS 143-318.11(a)(3), "To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged," to receive information regarding notice of a second EEOC complaint filed against the College.

~~3. Closed Session Under NCGS 143-318.11(a)(6) - Personnel Matter #3~~ [Removed 11/02/2026]

Staff is advising the Committee to entertain a motion to enter into closed session under NCGS 143-318.11(a)(6), "To hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee."

BOARD OF TRUSTEES

Programs & Student Supports Committee Agenda

Date & Time: Monday, November 2, 1:30 PM ET
Location: **Lee Main Campus, Dennis A. Wicker Civic & Conference Center, Executive Boardroom**

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

Consent Agenda

1. Approve Curriculum Review Committee Actions
2. Approve Revisions to Policy 5.3.2 - Student Code of Conduct

Full Board Agenda

No Agenda Items.

For Information Only

1. Enrollment Updates
2. Financial Aid Data
3. Accreditation Communications

~~4. Closed Session Under NCGS 143-318.11(a)(7)~~ [Removed 11/02/2026]

Consent Agenda

Action: Approve and receive consent agenda items.

1. Approve Curriculum Review Committee Actions

The college staff has prepared the October 2026 Curriculum Review Committee recommendations for approval. The recommendations are attached here.

2. Approve Revisions to Policy 5.3.2 - Student Code of Conduct

Policy 5.3.2 - Student Code of Conduct has been revised to comport with new state law and State Board Code changes. This revision includes a new sanction for failing to inform the College of a conviction involving the assault of a state police officer or employee. Processes are being implemented in the Financial Aid Office to ensure compliance with the new law barring financial aid to individuals with such convictions.

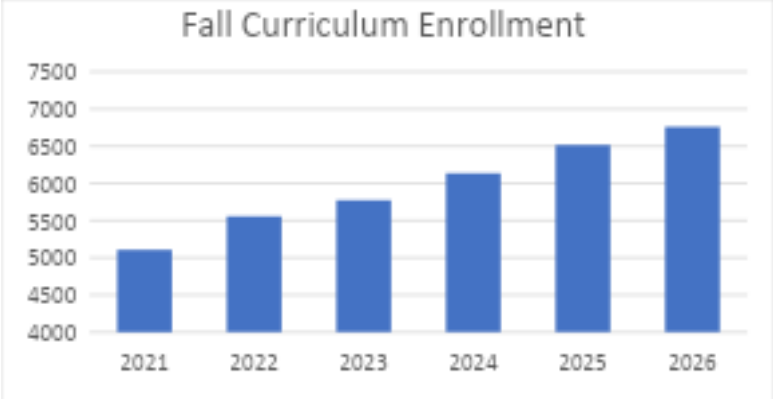
Full Board Agenda

No Agenda Items.

For Information Only

1. Enrollment Updates

Enrollment



We have experienced significant and sustained enrollment growth over the past six years, reflecting strong student demand and the college's expanding reach. Fall curriculum enrollment increased by over 32% between 2021 and 2026, with similar gains in spring and summer enrollment.

- Planning for continued success: As enrollment grows, CCCC must continue aligning course availability, staffing, student support, and institutional resources with student demand.
- The next priority is ensuring that enrollment growth translates into student success-helping more students persist, complete credentials, and achieve their educational

and career goals. We are providing more wraparound supports, strengthening advising, and revising processes to make this possible.

2. Financial Aid Data

2025–2026 Academic Year

The 2025–2026 financial aid year officially closed in September 2026. CCCC received 6,834 unduplicated FAFSA applications and disbursed more than $10.7 million in student financial assistance, including $10,313,374 in federal Pell Grants and $463,398 in Next NC and other state aid.

2026–2027 Academic Year

CCCC has already received 7,298 unduplicated FAFSA applications, exceeding the total received during the entire previous academic year by 6.8%. Additional applications are anticipated for Spring and Summer 2027.

Potential factors contributing to increased FAFSA completion:

- Continued growth in CCCC enrollment.
- Expanded FAFSA outreach and completion assistance.
- Greater awareness of financial aid opportunities, including the Next NC Scholarship.
- Improvements and simplification of the FAFSA application process.
- Increased awareness of the importance of applying, regardless of perceived eligibility.
- Earlier student engagement through high school partnerships, enrollment events, and proactive communications.

To date, the college has disbursed **$4,308,238 in federal Pell Grants** and **$248,948 in Next NC and other state aid** for Fall 2026. These figures do not yet include students enrolled in second eight-week courses.

Upcoming FAFSA Completion Event

CCCC's Financial Aid Office will host **FAFSA Day on Saturday, November 7, 2026**, providing free assistance to students and families completing the 2027–2028 FAFSA. The event is open to the public and will serve individuals planning to attend CCCC or other colleges and universities.

3. Accreditation Communications

SACSCOC Communications

July 2026

- Received SACSCOC Approval for the closure of the Career & College Promise Diploma in Electronics Engineering Technology
- Received SACSCOC Approval for the closure of Diploma in Laser and Photonics

- Received SACSCOC Approval for the closure of Certificate in Sustainable Agriculture - Horticulture
- Received SACSCOC Approval for the closure of Certificate in Sustainable Agriculture - Natural Resources
- Received SACSCOC Approval for the closure of Certificate in Sustainable Agriculture - Animal Science
- Received SACSCOC Approval for the closure of Certificate in Sustainable Agriculture - Agribusiness
- Received SACSCOC Approval for the closure of Certificate in Sustainable Agriculture – Ag Mechanics
- Received SACSCOC Approval for the closure of the Career & College Promise Diploma in Sustainable Agriculture

August 2026

- Requested SACSCOC Approval for the Closure of the Career & College Promise Certificate in Industrial Systems CAT
- Requested SACSCOC Approval for the Closure of the Career & College Promise Certificate in Dental Assisting

September 2026

- Submitted Workforce Pell program documentation for BioWork, Phlebotomy, and Nurse Aide I for SACSCOC certification
- Received SACSCOC certification for BioWork, Phlebotomy, and Nurse Aide I Workforce Pell programs
- Received SACSCOC Approval for the closure of the Career & College Promise Certificate in Industrial Systems CAT
- Received SACSCOC Approval for the closure of the Career & College Promise Certificate in Dental Assisting

HLC Update

On September 9, HLC Staff Liaison Linnea Stenson visited CCCC for a full day of engagement with faculty, staff, and administrators. During her visit, Linnea led an Accreditation 101 forum for faculty and staff, met with PC, and met with the accreditation writing teams. She also toured Lee Main Campus, the Moore Center, and the Emergency Services Training Center. The visit was very successful and provided an excellent opportunity for Linnea to learn more about CCCC, meet members of the college community, and see firsthand programs and facilities that support our mission. Her visit also gave the college an opportunity to strengthen its understanding of the HLC accreditation process and prepare for the next stages of our transition to HLC.

~~4. Closed Session Under NCGS 143-318.11(a)(7)~~ [Removed 11/02/2026]

Staff is advising the Committee to entertain a motion to enter into closed session under NCGS 143-318.11(a)(3), “To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.”