

Montgomery Community College Board of Trustees Meeting



June 8, 2022

**Montgomery Community College
Board of Trustees
Board Meeting
June 8, 2022 at 6:00 p.m.
Meeting Information
Sheet**

To access the meeting, please call in using the number below, and when prompted, enter the meeting ID code. You may begin calling in as early as 5:30 p.m. to give yourself enough time to troubleshoot if needed.

After you enter the meeting ID code, please state your name so we can hear you when you enter the meeting. Mrs. Bulthuis will take roll at 6:00 p.m.

Join Zoom Meeting

<https://zoom.us/j/95705941593?pwd=TkRyTmJsZ3drckdmNXl0aHpBOXVTUT09>

Meeting ID: 957 0594 1593

Passcode: 953090

One tap mobile

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**MONTGOMERY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AGENDA**

The regular meeting of the Montgomery Community College Board of Trustees will be held in the Blair Auditorium. The meeting will be held on Wednesday, June 8, 2022, at 6:00 p.m. The Board will meet as a committee of the whole.

Call to Order **Claudia Bulthuis, Chairman**

Prayer **Claudia Bulthuis**

Welcome and Announcements..... **Claudia Bulthuis**

Roll Call **Sandra Clyburn, Secretary**

Approval of the Agenda and Board Minutes – Appendix A (Action).....**Claudia Bulthuis**

Board of Ethics Reminder.....**Claudia Bulthuis**

In keeping with MCC Board Policy 1.4 Conflict of Interest and Chapter 138A of the North Carolina Board of Ethics, any potential or actual conflicts of interest with matters coming before the Board of Trustees should be declared. Having reviewed the agenda for this evening’s meeting, are there any conflicts or potential conflicts of interest to be announced? If so, please state them at this time.

Standing Committees

Budget & Finance Committee

- April Financial Report – **Appendix B-1 (Action)**
- May Foundation Fund Statement – **Appendix B-2**
- Grants Update –**Appendix B-3**
- In Kind Donation – **Appendix B-4**
- Foundation Update

Building & Grounds Committee

- Facilities/Construction Report – **Appendix C-1**
- Building 600 Concrete Polishing Proposal – **Appendix C-2 (Action)**
- Capital Improvement Project Chapel Hall – **Appendix C-3 (Action)**

Personnel Committee

- Personnel Separation Form
 - Assistant Registrar – **Appendix D-1**
- Personnel Appointment Forms
 - Accounts Payable Specialist/ Payroll Assistant – **Appendix D-2**
 - Personnel Announcements- **Appendix D-3**
 - Organizational Chart – **Appendix D-4 (Action)**
- President’s Blanket Travel Authorization – **Appendix D-5 (Action)**

Curriculum/Student Services Committee

- Update from Vice President of Instruction/Student Services – **Appendix E-1**
- FTE Compliance Review – **Appendix E-2**
- 2022-23 Student Fee Chart – **Appendix E-3 (Action)**

Legislative/Public Relations Committee

- Legislative Updates – **Appendix F-1**
- Marketing Update – **Appendix F-2**

Institutional Status Committee

SGA Report – Appendix G SGA President

President’s Report

- Activities Since Previous Board Meeting – **Appendix H**

Chairman’s Report

- Calendar of Events – **Appendix I-1**
 - Board Retreat – August 6, 2022
- Reappointment Letter Robert Harris – **Appendix I-2**
- President’s Contract

Adjourn – (Action).....Claudia Bulthuis

Minutes

**Regular Meeting of the Board of Trustees
Montgomery Community College**

Wednesday, May 11, 2022

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was held on Wednesday, May 11, 2022 in Room 1432 of Montgomery Central High School. The meeting was called to order at 5:17 p.m. by Claudia Bulthuis, Chairman.

Present

Tawanda Bennett
Claudia Bulthuis
Gelynda Capel
Dr. Katie Dunlap
Robert Harris
Kerry Hensley
Dr. Phillip Jones

Gordon Knowles
Timothy McAuley Sr.
Bill Price

Absent

Phil Absher
Susan Eggleston
Juliana Inman, SGA President

Also present were Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction and Student Services; Jeanette McBride, Vice President of Administrative Services; Kelly Morgan, Director of Marketing, Communications, and Public Relations; Korrie Ervin, Director of Resource Development; and Sandra Clyburn, Assistant to the President and recording secretary.

Prayer

Mrs. Bulthuis opened the meeting with prayer.

Welcome and Announcements

Mrs. Bulthuis welcomed all in attendance and noted that the meeting was held as a committee of the whole.

Approval of the Agenda and the April 13, 2022 Board Minutes – Appendix A – (Action)

Mr. Knowles made a motion, seconded by Mr. Price, to approve the agenda for the May 11, 2022 meeting as well as the April 13, 2022 Board meeting minutes. The motion carried.

Board of Ethics Reminder

Mrs. Bulthuis read the ethics statement, reminding the Board of Chapter 138A of the State Government Ethics Act and the Montgomery Community College Board Policy 1.4 Conflict of Interest and asked if there were any potential or actual conflicts of interest. No conflicts of interest were declared.

Standing Committee Reports

The committees conducted their business as a committee of the whole.

Budget and Finance Committee

April 2022 Financial Reports – Appendix B-1 (Action)

Dr. Bledsoe presented Appendix B-1, the Financial Reports for April, 2022.

- As of April 30, 2022, County fund expenditures were \$580,045, or 71% of the budget.
- As of April 30, 2022, there was \$430,295 available for Capital Expenditures in County funds.
- As of April 30, 2022, State fund expenditures were \$5,901,406, or 62% of the budget. These percentages are in line with the budget given the availability of rollover funds this fiscal year.
- As of April 30, 2022, the Institutional fund balance was \$872,811.
- As April 30, 2022, the balance in the State Treasury Investment Fund account was \$199,445.

Mr. Knowles made a motion, seconded by Mr. Price, to approve the April Financial reports. The motion carried.

April Foundation Funds Statement – Appendix B-2

Dr. Bledsoe presented Appendix B-2 the March, 2022 Foundation Fund Statement. As of March 31, 2022, the balance of Foundation Funds totaled \$4,610,591.56. This reflects a market change increase of \$15, 917.24 for the month. The negative net change in the STIF funds is a reflection of a grant payment and regular expenses. The grant payment was to the MCC Business Office for the \$100,000 Cannon Foundation Project.

Grants Update – Appendix B-3

Dr. Bledsoe presented Appendix B-3 the grants update. He noted the College has applied for several grants since the previous meeting. The College has received award notifications for the Wal-Mart Grant and the NC State University Bee Keeping Grant. The NRA East awarded \$2,000 of the \$4,000 total requested of the NRA for student scholarships.

Foundation Update

Dr. Bledsoe noted that the Foundation Board met earlier in the day. Over the past month, the Finance committee conducted an extensive review of the Foundation's financial services. It was recommended, and approved to continue investment services with Wells Fargo Wealth Management.

In addition to these reports, Dr. Bledsoe informed the Board that four members were reappointed to the Foundation Board, including Jean Abbott, Roy Anderson, Bill Hudson, and Andrea Marshall. Anne Roberts Samsel will no longer serve on the board, as she will be moving out of the state.

The Board approved a mini grant request to purchase 100 graduation cords, which are placed around robes to honor veterans at graduation ceremonies.

Building and Grounds Committee

Facilities/Construction Report – Appendix C-1

Dr. Bledsoe presented Appendix C-1 the Facilities and Construction update.

Dr. Bledsoe reported on the Metal Finishing Room, which is nearing completion.

Dr. Bledsoe gave an update on the Greenhouse Project. The contractor is finishing construction work on the greenhouse, and Board members will be able to tour by the next Board Meeting.

Dr. Bledsoe reported on an employee work day and cook-cut that was led by Marcus Ervin. Approximately 30 volunteers helped spread 500 bales of pine straw throughout campus.

HVAC Project (HEERF Fund) – Appendix C-2 (Action)

Dr. Bledsoe presented Appendix C-2, the HVAC Project Update. The HEERF funding will be used to upgrade the HVAC Systems for Air filtration to prevent the spread of COVID-19.

Mr. Knowles made a motion, seconded by Mr. Price, to approve Appendix C-2 the HVAC Project with funding as needed. The motion carried.

Concrete Repairs – Appendix C-3 (Action)

Dr. Bledsoe presented Appendix C-3, the concrete repairs request. He noted this proposal is to repair some of the concrete on campus, requesting a total of \$24,263 which will come from the quarter-cent sales tax fund to improve both safety and aesthetics. Dr. Bledsoe stated this project will not only prevent trip hazards, but will also allow for the extending of some walkways.

Mr. Knowles made a motion, seconded by Mr. Price, to approve Appendix C-3 the Concrete repairs. The motion carried.

Personnel Committee

Employee Appointment Forms – Appendix D-1

Dr. Bledsoe shared Appendix D-1, Personnel Appointment form for Mikayla Strong, Retention Specialist. Effective April 1, 2022.

Curriculum/Student Services Committee

Update from Vice President of Instruction and Student Services – Appendix E

Dr. Bledsoe shared a brief update for information in Appendix E concerning recent activities in Instruction, Student Services, and Continuing Education.

Dr. Bledsoe reported on the following:

- The BLET, PTK, and Nurse Pinning Ceremonies have all been held in person on campus.
- The College hosted a Fall and Prevention class for Aberdeen Carolina Western Railroad at no cost for employees.
- Student Services and the Small Business Center have been out engaging in the communities.
- The Masonry class competed in Skills USA held in Greensboro, NC.
- NC Works staff presented at the April Regional Partnership Workforce Board meeting.
- The Small Business Center hosted the Uwharrie Marketing Summit, in partnership with Stanly Community College.

Legislative/Public Relations Committee

Legislative Updates

Dr. Bledsoe noted that there are no legislative updates at this time.

Marketing Update – Appendix F-1

Dr. Bledsoe shared the Marketing update, with press releases for Mr. McAuley joining the MCC Board of Trustees, and the presentation for the Foundation Awards. He also noted that there have been several press pickups recently, including the MLK Day event, and the Golf Tournament.

Institutional Status Committee – No Update

SGA Report – Appendix G

Dr. Bledsoe shared Appendix G, the SGA Report

Student Services staff and the SGA sponsored the last food truck event for the semester on May 3, 2022.

Dr. Bledsoe noted that food trucks are becoming popular on campus.

SGA Officers and Ambassadors will serve as Graduation Marshalls for the May 11, 2022 Graduation Ceremony.

Dr. Bledsoe stated that the SGA President and Marshalls put in a lot of work to help the process of the Graduation Ceremony go smoothly and efficiently.

President’s Report – Dr. Chad Bledsoe – Appendix H

Dr. Bledsoe reported on activities since the last meeting and upcoming activities as noted in Appendix H. In addition to his report, he discussed the following items:

- Dr. Bledsoe shared that Marcus Ervin, Director of Facilities and Maintenance attended the North Carolina Association of Community College Facility Operations (ACCFO).
- Dr. Bledsoe shared that the Graduation rehearsal was a huge success.
- Dr. Bledsoe noted that the College was not selected as one of the top 25 for the Aspen Prize.
- Dr. Bledsoe reminded the Board Members to please get their I-9, SEI, or Ethics trainings in as soon as possible.
- Dr. Bledsoe encouraged the Board to join him to give a warm thank you to Damon Prince and Toshiba Printing, who printed this year’s Graduation programs for free.
- Dr. Bledsoe reminded board members of the Early College graduation on May 23, 2022.

Graduation will be held in the new high school auditorium this year, following the Board meeting.

Chairman’s Report – Claudia Bulthuis, Chairman – Appendix I-1 and I-2

Mrs. Bulthuis presented Appendix I-1, the calendar of events. In addition to the calendar, she noted the following:

- Mrs. Bulthuis shared a change to the calendar, the June 8, 2022 Board of Trustees Meeting will be held at 6:00 p.m. and is the last meeting that is planned to be held as Committees of the whole.
- Mrs. Bulthuis reminded everyone the Board retreat will be held on August 6, 2022.
- Mrs. Bulthuis shared the September 6, 2022 meeting will resume at 5:30 p.m. with the Committee meeting, dinner, followed by the Board Meeting.
- Mrs. Bulthuis shared a copy of the President’s Evaluation letter included in the Board packet.

Adjournment

Mr. Knowles made a motion, seconded by Mr. Price, to adjourn the meeting at 5:44 p.m. The motion carried.

Claudia Bulthuis, Chairman

**Montgomery Community College
County Funds - Board Report for April 2022**

Appendix B-1

	2021-2022 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY22
Salaries	233,618	190,611	43,007	82%
Benefits	126,489	103,382	23,107	82%
Contracted Services	18,268	18,018	250	99%
Supplies & Materials	39,722	25,037	14,685	63%
Professional Development (Travel)	2,799	515	2,284	18%
Utilities	330,317	276,196	54,121	84%
Repairs & Maintenance	21,416	16,095	5,321	75%
Membership & Dues	2,660	820	1,840	31%
Insurance & Bonding	31,172	2,892	28,280	9%
Other Current Expenses	8,067	4,676	3,391	58%
Non-Capitalized Equipment	1,472	1,471	1	100%
Total Current Expense	816,000	639,711	176,289	78%

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's March 2022 Report	951,216
Add: Prior FY Property Tax Allocations from County Report	378,978
Add: FY22 Property Tax Allocation from County Report	69,579
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,574,773
Less: Prior FY Projects	(940,404)
Less: 2021-22 Projects - Gas Blower, Roof Repair-Blair, Parking Lots Lighting Upgrades, Firing Range Gate, Chiller Repairs	(203,002)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 04/30/22	\$ 431,367

**Montgomery Community College
State Funds - Board Report for April 2022**

Appendix B-1

	2021-2022 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY22
Salaries- Full Time	4,712,922	3,552,520	1,160,402	75%
Salaries- Part Time	947,948	669,345	278,603	71%
Salaries- Full Time & Part Time	5,660,870	4,221,865	1,439,005	75%
Benefits	2,076,122	1,605,462	470,660	77%
Contracted Instruction	145,204	89,135	56,069	61%
Financial/Audit Services	18,159	15,303	2,856	84%
I.T. Contracted Services	11,276	7,276	4,000	65%
Other Contracted Services	10,543	4,208	6,336	40%
Contracted Services	185,182	115,921	69,261	63%
Supplies & Materials	260,409	180,895	79,514	69%
Professional Development & Travel	82,303	39,444	42,859	48%
Communications	78,105	40,979	37,126	52%
Equipment Repair	14,712	4,304	10,408	29%
Maintenance Agreements	82,473	12,147	70,326	15%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	97,185	16,451	80,734	17%
Advertising	115,698	49,807	65,891	43%
Other Current Services	103,731	42,672	61,059	41%
Software License Renewal	122,992	72,909	50,083	59%
Other I.T. Rentals/ Leases	111,804	65,160	46,644	58%
IT Rentals/Leases/Licenses	234,796	138,070	96,726	59%
Insurance and Bonding	19,973	-	19,973	0%
Membership & Dues	32,955	9,871	23,084	30%
Minor Equipment	99,570	82,670	16,900	83%

**Montgomery Community College
State Funds - Board Report for April 2022**

Appendix B-1

	2021-2022 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY22
Total Current Expense	9,046,899	6,544,106	2,502,793	72%
Equipment	350,334	36,605	313,729	10%
Perkins Equipment	23,319	22,916	403	98%
Books	37,719	21,984	15,735	58%
Equipment & Books	420,867	90,999	329,867	22%
Total Expenses	9,467,766	6,635,106	2,832,659	70%

NOTE: Received budget in February. Budget stabilization funds are included which are keeping our percentages low. These funds will carry to next year. Also, equipment on order is scheduled to be received in May or June.

**Montgomery Community College
Institutional Funds- Board Report for April 2022**

Appendix B-1

	2021-22 Beginning Balance	2021-22 Revenue	2021-22 Expense	Cash Balance 04/30/22
1 Pell Overpayments	(5,076)	-	-	(5,076)
Veterans Reporting Fee	1,987	608	275	2,320
Overhead Receipts 75%	13,740	4,776	1,788	16,729
Current General & Miscellaneous	25,880	652	652	25,880
Administrative Support	1,841	1,136	2,977	-
Overhead Receipts 25%	11,456	1,592	-	13,048
Excess Fee Receipts	-	111	111	-
Textbook Rental	41,624	190	14,401	27,413
College Work Study	-	21,073	21,073	-
CARES Act-Institutional	38	346,394	346,394	38
Lost Revenue HEERF II	183,588	-	26,485	157,102
Total Institutional Support	275,077	376,532	414,155	237,454
Forestry Program	6,456	-	632	5,823
Specific Fees	104,391	67,818	51,297	120,912
Live Projects: Taxidermy	349	-	-	349
Self Supporting Curriculum	16,893	-	111	16,782
Distance Learning	1,224	-	-	1,224
NC Live Grant	409	-	-	409
Technology Fee-Curriculum	72,588	14,148	1,207	85,529
Golden Leaf FY20	-	(10,255)	(10,255)	-
Total Curriculum Instruction & Fees	202,309	71,711	42,992	231,028
Scrap Metal Fund HVAC	768	-	-	768
Self Supporting	90,410	33,898	19,254	105,054
Community Service	1,712	-	-	1,712
Career Readiness	2,173	-	-	2,173
Small Business Center	9,498	240	299	9,440
Specific Fees: Occupational Extension	100,491	26,538	8,962	118,067
Horticulture: Live Project	878	-	-	878
CE Grants/Scholarships	55,054	18,000	29,929	43,125
2 DOL-AWESM Grant	(14,434)	30,720	30,720	(14,434)
Fire Training Center Grant	12,312	-	-	12,312
Technology Fee: Continuing Education	2,008	-	-	2,008
LSTA Grant	-	820	820	-
Total Cont Ed/Non-Curriculum Inst & Fees	260,869	110,216	89,983	281,102
3 NCWorks Grant Adult Services/Dislocated Worker	-	109,386	125,427	(16,040)
3 NCWorks Finish Line Grant	-	(380)	2,306	(2,686)
Total NC Works	-	109,006	127,733	(18,726)
Operational Funds	61,997	1,000	32,837	30,160
4 Sales Tax Utilization	-	179,224	203,002	(23,778)
Agricultural Expansion	(88,875)	200,000	99,588	11,538
Total Plant Operation & Maintenance	(26,878)	380,224	335,427	17,919
Vending	14,268	9,938	6,624	17,582
Bookstore Vending	58,121	6,879	-	65,000
General Store	1,327	12	23	1,316
Parking Fee	28,137	2,843	-	30,980
Student Government Association	38,075	23,033	12,410	48,698
Graduation Fund	2,628	2,990	3,911	1,707

**Montgomery Community College
Institutional Funds- Board Report for April 2022**

	2021-22 Beginning Balance	2021-22 Revenue	2021-22 Expense	Cash Balance 04/30/22
Student Ambassador	28,831	2,579	-	31,409
Club Accounts	53,437	-	-	53,437
5 Agency Fund	(22,039)	-	-	(22,039)
Funds for Others	5,883	-	-	5,883
Restricted Scholarships Held	-	-	-	-
Loan Funds Held & Dist	-	-	-	-
Total Proprietary/Other	208,668	48,273	22,967	233,974
GEER Scholarship	98	1,597	1,597	98
FSEOG	600	25,772	25,772	600
6 Pell Grant	(6,657)	824,154	824,154	(6,657)
Education Lottery Scholarship	248	26,344	26,308	284
Golden LEAF	-	23,489	23,489	-
NC Community College Grant	-	39,165	38,619	546
High Demand/Low Enrollment	-	1,750	1,750	-
7 MCC Foundation Scholarship	-	77,909	139,390	(61,482)
Wells Fargo Scholarship	-	500	500	-
Less Than Half-time	-	876	876	-
SGA President Scholarship	-	1,500	1,500	-
SECU Scholarships	-	6,250	6,250	-
LongLeaf Commitment Grant	-	12,167	11,117	1,050
NCSEAA FELPS Sch	-	3,000	3,000	-
CARES Act-Student	-	949,090	949,090	-
Total Student Aid- Grants & Scholarships	(5,711)	1,993,562	2,053,412	(65,560)
Capital Projects- Sales Tax Utilization/Ag Expansion	185,025	98,088	283,113	-
Metal Finishing Lab	-	106,000	40,304	65,696
Golden LEAF-FY2020-085	-	176,523	167,022	9,501
Total Capital Assets	(35,449)	380,610	269,964	75,197
Total Institutional Funds: First Bank	878,884	3,470,135	3,356,633	992,386
STIF Account as of 04/30/22		Interest This Year	Prior Y.E. Balance	Current Balance
Operational Funds		54	45,089	45,144
Self Supporting- Continuing Education		13	10,900	10,913
Technology Fees		97	80,056	80,153
Bookstore		12	63,196	63,272
Total Institutional Funds: State Treasury		176	199,241	199,482

- 1 Pell Overpayment(Due from Students)
- 2 Due from Forsyth Tech
- 3 Due from NC Works (WIOA)
- 4 Due from County
- 5 FA Bookstore Charges
- 6 Due from Students
- 7 Due from MCC Foundation

Montgomery Community College Foundation

Funds Statement FY 2021-2022

App
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Appendix B-2

Fiscal Year To Date 7/1/2021 thru 6/30/2022

	Wells Fargo	STIF	First Bank	Total
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Beginning Value	\$4,316,061.52	\$465,826.84	\$88,821.61	\$4,870,709.97
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Receipts

Interest/Dividends	\$62,934.64	\$465.29	\$19.77	\$63,419.70
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Deposits	\$56,795.00	\$147,602.19	\$269,926.21	\$474,323.40
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Total Receipts	\$119,729.64	\$148,067.48	\$269,945.98	\$537,743.10
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Disbursements

Fees/Withdrawals	\$92,499.03	\$304,893.58	\$218,766.58	\$616,159.19
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Total Disbursements	\$92,499.03	\$304,893.58	\$218,766.58	\$616,159.19
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Market Value Net Change	(\$428,523.57)	\$0.00	\$0.00	(\$428,523.57)
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Ending Value	\$3,914,768.56	\$309,000.74	\$140,001.01	\$4,363,770.31
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Net Change	(\$401,292.96)	(\$156,826.10)	\$51,179.40	(\$506,939.66)
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X A Month of April 2022

	Wells Fargo	STIF	First Bank	Total
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Beginning Value	\$4,170,513.19	\$303,287.46	\$136,790.91	\$4,610,591.56
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Interest/Dividends	\$5,303.08	\$55.24	\$2.29	\$5,360.61
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Deposits	\$20,875.00	\$7,245.00	12,035.00	\$40,155.00
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Total Receipts	\$26,178.08	\$7,300.24	\$12,037.29	\$45,515.61
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Fees/Withdrawals	\$4,541.28	\$1,586.96	\$8,827.19	\$14,955.43
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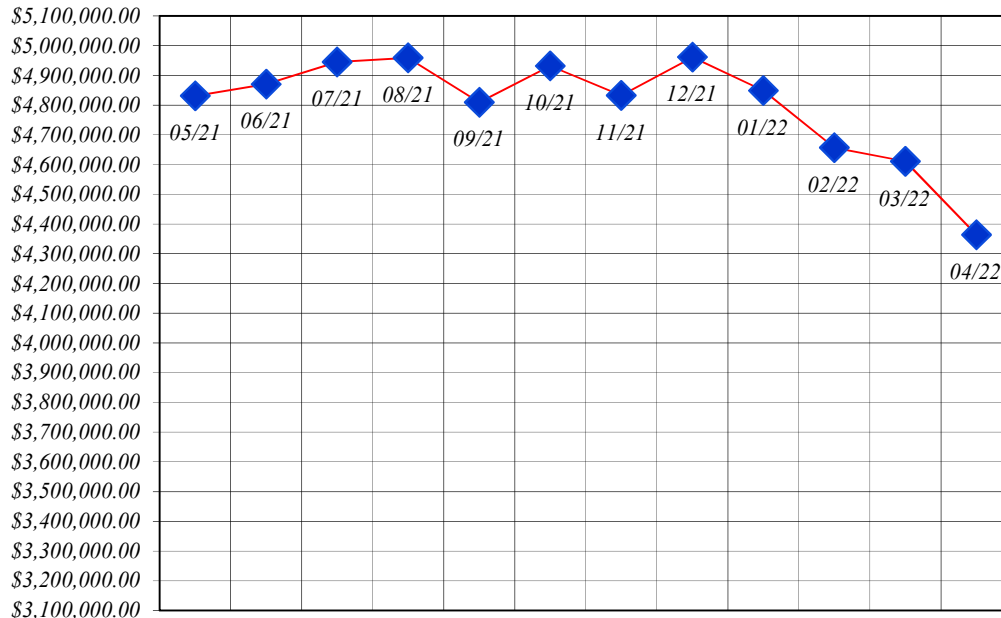
Total Disbursements	\$4,541.28	\$1,586.96	\$8,827.19	\$14,955.43
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Market Value Net Change	(\$277,381.43)	\$0.00	\$0.00	(\$277,381.43)
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Ending Value	\$3,914,768.56	\$309,000.74	\$140,001.01	\$4,363,770.31
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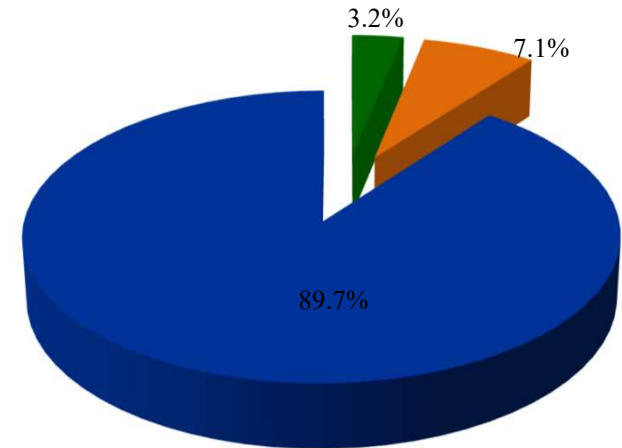
Net Change	(\$255,744.63)	\$5,713.28	\$3,210.10	(\$246,821.25)
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Foundation Funds Value



May 2021 - April 2022

Foundation Funds Distribution




■ First Bank
 ■ STIF
 ■ Wells Fargo

Grants Applied or in Process 2022					
CSX - Transportation	CSX - Pride in Service Grant	Funding to supporting the Continuing Education Health and Public Safety - Fire Training Center. Purchasing 20 and 40 foot ConEx metal storage containers for training props.	1 Year	\$25,000	Submitted April 14, 2022
People Helping People (REMC)	MLK Day Challenge Support	This event, hosted on MLK Day, will provide 15,000 meals to residents in Montgomery County in need of food assistance. Meals are distributed to all food pantries in Montgomery County and through the Montgomery County Communities in School Backpack Pals Program.	1 Year	\$2,000	Submitted May 24, 2022
Farm Credit Carolina	Agriculture Rescue Program	Funds received will be used to establish an agriculture rescue program to prepare local fire, EMS, and rescue organizations to handle emergencies common to farming and farm implaments.	1 Year	\$5,000	Submitted April 14, 2022
Montgomery Fund	Fire/Rescue Expo Assistance	Funds will be used to purchase promotional items for registered exp participants.	1 Year	\$3,500	Submitted April 17, 2022
NC State University	North Carolina Agricultural Education Student Beekeeping Grant	Grant funding is available in each North Carolina County for FFA Chapters serving high school students to create and continue beekeeping programs.	3 Year	\$1,500	Submitted April 7, 2022
Grants Awarded 2021 - 2022					
Wal-Mart	Wal-Mart Local Community Grant	Funds will be used purchase "live burn" propane props to train firefighters using propane simulations.	1 Year	Requested \$5,000 Awarded \$2,000	Submitted April 15, 2022 Awarded April 21, 2022
National Rifle Association (2)	Gunsmithing Merit Scholarships (NRA- W) Gunsmithing Merit Scholarships (NRA - E)	Merit Scholarships Merit Scholarships	1 year	\$8,000	Submitted November, 2021 (March 2022 award letter from NRA- W received)

In-Kind Donation Transfers

June 2022

Foundation Office

Approximate Value	Item	Transfer To
\$15,000	1965 Chevrolet Corvair Convertible Donated by Leon Capel 	Automotive Program
\$300.00	HVAC Supplies Odell Williams	HVAC Program
<u>\$15,300.00</u>	<u>Total</u>	

Montgomery Community College Facilities and Construction Update June 2022

Construction

- **Blair Hall (100) Renovation, HVAC and Roof Replacement**

1st phase for roof replacement – The roofing project has been completed.

2nd phase (building renovations and HVAC upgrades) Most of the renovations have been completed. All restrooms have been completed pending final inspection by architect and administration (MCC). The project did not pass the first state inspection. Contractors are working on correcting issues noted during inspection.

- Budget: (NC Bond) \$3,895,000 (Golden Leaf) \$150,000
- Disbursed to Date: (NC Bond) \$3,519,249 (Golden Leaf) \$150,000

- **Greenhouse Project**

New equipment for the hoop house has been installed. Product training will be scheduled soon.

- Budget: (Golden Leaf) \$375,000 (County Agricultural Expansion) \$132,000
- Disbursed to Date: (Golden Leaf) \$332,224.39 (County Agricultural Expansion) \$111,937.50



- **Metal Finishing Room (Gunsmithing)**

New exhaust hoods have been delivered and will be installed soon.

Facilities

- **Lighting**
Maintenance has been replacing existing fluorescent lights with LED's in Building 500.
- **HVAC**
HVAC equipment is being serviced in preparation for warmer weather.
- **Firing Range**
To help prevent erosion, the firing range was hydro seeded and erosion control matting was installed on the banks.



**Montgomery Community College
Building 600 Concrete Polishing Proposal
June 2022**

Demolition of Existing VCT Flooring - \$4,700

- Remove all existing VCT flooring
- Remove all vinyl cove base

Diamond Grind Concrete Floors- \$23,970

- Remove mastic glue from floor
- Diamond grind and polish concrete floor
- Diamond burnish polished concrete

Dye/Stain Concrete Floors (optional) - \$4,700

- Color of choice

Cove base - \$1,260

- Install hunter green vinyl base

Construction Dumpster - \$800

- Dumpster rental

Total All \$35,430

Total no stain \$30,730

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Appendix C-3

CAPITAL IMPROVEMENT PROJECT APPROVAL NEW PROJECT

College

Montgomery Community College

Project Name

Capel Hall Classroom Renovations

NCCCS Project No.

Campus

1035 Montgomery CC - Main Campus

County

Montgomery

I. TYPE OF PROJECT:

Renovation of Existing Facility

II. DESCRIPTION OF PROJECT:

*For description of a renovation of existing facility project, please include scope of work, description of existing facility (location, size (SF) and floors, materials, use of interior spaces), description of renovation (location, size (SF), materials, use of spaces), overview of facility's existing and new instructional programming, and any special construction requirements (permitting, abatement, demolition, etc.).

Insert project and amendment description here.

Classroom Renovations in Capel Hall with a total building square footage of 47,282 square feet - (Houses the Learning Resource Center, Tiered Classrooms used for General Education, Early College and Continuing Education, Computer Labs, a large Multi-purpose Room, and the President's Suite and boardroom). Renovate the old information highway classroom, recently used for phlebotomy and nurse aid programs, that is not presently conducive to a learning environment. In addition, renovate the centralized conference area, boardroom, and overflow classroom specifically to update the facility and add wiring for laptop charging/Improved classroom projector displays and internet access. The audio visual equipment is being updated with state equipment funds. Renovations on both areas include: Removal of flooring, lighting, and wall soundproofing material. Replacement and repairs to walls, ceiling, and flooring. Update electrical components for modern use in both areas. The square footage of room 267 (Information Hwy Room) is 1,682 and the square footage of room 210 (the centralized conference/boardroom/classroom area) is 4,148.

Project to be constructed/renovated on college owned property

Project to be constructed/renovated on leased property

Provide the System Office a copy of lease that meets criteria as addressed in **Capital Improvement Manual**.

This form was prepared by:

Name: Jeanette McBride

Signature: _____

Contact Number: _____

Date: 5/25/2022

CPC Signature: _____

III. ESTIMATED COST OF PROJECT:

A. PRE-CONSTRUCTION COSTS

1. Site Grading and Improvements (not in III B)	_____	
2. Demolition (not in III B)	_____	
Subtotal "A"		<u>0.00</u>

B. CONSTRUCTION

1. Design Fee	_____	
2. Construction.....	<u>100,000.00</u>	
3. Construction Contingency	<u>5,000.00</u>	
4. Other Contracts	_____	
5. Other Fees	_____	
Subtotal "B"		<u>105,000.00</u>




C. Other Costs

1. Initial Equipment.....	_____	
2. Work Performed by Owner	_____	
Subtotal "C"		<u>0.00</u>




TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C) \$105,000.00

IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:


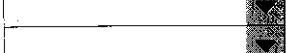


A. NON-STATE FUNDS

1. County Appropriated	_____	
2. County Bonds	_____	
3. 	_____	
4. 	_____	
5. 	_____	
Subtotal "A"		<u>0.00</u>

B. STATE FUNDS (Handled locally by college - not reimbursed through System Office)

1. 	_____	
2. 	_____	
3. 	_____	
Subtotal "B"		<u>0.00</u>

C. STATE FUNDS (Reimbursed by the System Office)

1. Budget Code	2021 SCIF 	<u>105,000.00</u>
2. Budget Code		_____
3. Budget Code		_____
4. Budget Code		_____
Subtotal "C"		<u>105,000.00</u>

Total Sources of Funds Available (IV A, B, C) 105,000.00

D. UNIDENTIFIED FUNDS

1. Unidentified Funds (Do not include on the NCCCS 2-16)	_____	
Subtotal "D"		<u>0.00</u>

Total Sources of Funds Including Unidentified \$105,000.00

V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES

To the State Board of Community Colleges:

We, the Board of Trustees of Montgomery Community College do hereby certify:

1. That the information contained in this application is true and correct to the best of our knowledge and belief, and do hereby request approval from the State Board of Community Colleges for this application and for the utilization of \$105,000.00 State funds reflected on Page 3, which are appropriated and have been allocated for the use of our college. These funds, along with the non-state funds shown, will be used exclusively for facilities, equipment for those facilities, land, or other permanent improvements described herein and in accordance with the minutes and resolution of the Board of Trustees dated 6/8/2022.

- As part of this certification, the Board of Trustees certify that any equipment purchased with the Connect NC Bond Funds must have a useful life of 10+ years.
- As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by Connect NC Bond Funds, therefor will not be reimbursed.

2. That the described permanent improvements are necessary for meeting the educational needs of the area served and that this proposed project is in accordance with the rules and regulations adopted by the State Board of Community Colleges.

3. That a fee simple title held by the Board of Trustees to the property upon which the said facilities or improvements are to be made, or that a long-term lease, as described in the North Carolina Community College System Capital Improvement Guide, is held by the Board of Trustees.

4. That in formal sessions with a quorum present, the Board of Trustees authorized this application and further authorized the Chairman and the Chief Administrative Officer of this Board to execute all papers required by the rules and regulations of the State Board of Community Colleges.

Chairman - Board of Trustees

Chief Administrative Officer/President

Employee Separation Form

Name of Person	Tavia Housley
Position	Assistant Registrar
Position Category	Staff
Salary	
Date of Employment	10/01/2013
Date of Separation	05/20/2022
Reason	Voluntary Resignation

Position Description:

The Assistant Registrar is responsible for managing the day-to-day activities and various core functions within the Records Office. In coordination with the Dean and Director, the Assistant Registrar serves as the steward for academic records, implements academic policy, and manages reporting for the Office. The Assistant Registrar also assists the Director of Records with additional reporting and graduation processes.

Personnel Appointment

Name of Person	Crystal Burr
Address	785 Griffin Farm Rd Star, NC 27356
Position	Accounts Payable Specialist / Payroll Assistant
Position Category	Staff, Level 5
Salary	
Date of Employment	June 6, 2022
Budget Information	11_120_97_515000_40200

Position Description

Reports directly to the Director of Financial Services. Processes all invoices for payment and generates expense checks, coordinates use of school credit cards, prepares monthly sales tax reports, coordinates use of school or rental cars, prepares 1099's, coordinates annual property, vehicle and student insurance renewals. Process part-time payroll and assist Director of Human Resources with various projects and assignments as needed. Cross-trained in the following: Daily cashier functions, preparation of bank deposits, processing in-going and out-going mail, and requisition processing.

Education and Certifications

School/Certification	Years Attended	Degree
Montgomery Community College	1998-1999	Courses in Nursing and Information Systems Technology

Work Experience

Employer	Dates of Employment	Position/Title
County of Montgomery, Tax Department	April 2009 – June 2022	Tax Technician
Home City LTD	August 1999 – March 2009	Office Manager

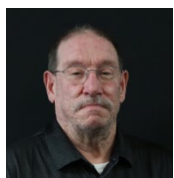
Hiring Committee

Person	Position
Tonya Luck	Director of Financial Services
Jeanette McBride	VP of Administrative Services
Connie Harris	Purchasing Officer/Evening Coordinator
Greg Taylor	Director of Health & Public Safety
Shaquille Little	CCP Success & Retention Specialist

**Montgomery Community College
Employee Appointments
March, April, and May 2022**



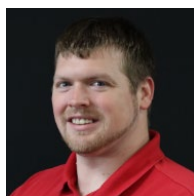
Dean of Student Services – On March 14, 2022, **Michele Grit** will officially become the Dean of Student Services. Michele has served in that capacity as interim Dean since November 1, 2021. She holds a Master’s Degree in Marriage and Family Therapy. Prior to coming to MCC she served as the Executive Director of OASIS, as domestic violence center in western North Carolina. Additionally, she has held positions as a school counselor, program coordinator, and counselor.
Office #136B, 910-898-9610 (ext. 610), grito5347@montgomery.edu



Director of Health and Public Safety – On March 1, 2022, **Greg Taylor** was promoted to the position of Director of Health and Public Safety in the Continuing Education Division. Greg holds a Masters of Arts in Career and Technical Education from the University of Central Florida. He was most recently the Director of Institutional Effectiveness at MCC but has worked as Curriculum and Instructional Management Coordinator. Additionally, he spent 18 years as a law enforcement officer, is a certified firefighter and Emergency Medical Technician.
Office #135C, 910-898-9683 (ext.683), taylorg9792@montgomery.edu



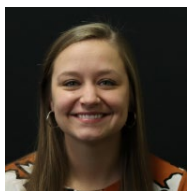
Department Chair, Computer Information Technology – On March 1, 2022, **Stephanie Weishner** transferred from the Dean of IT & Learning Resources to the position of Department Chair, Computer Information Technology. Stephanie holds a Masters of Science in Internet Information Systems and Bachelors of Science in Networking and Micro Computers.
Office #121A, 910-898-9714 (Ext. 714), weishners2525@montgomery.edu



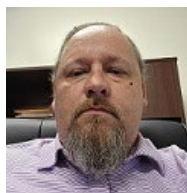
Dean of Information Technology – On March 1, 2022, **Cody Starling** was promoted to the position of Dean of Information Technology. Cody is a graduate of Stanly Community College and holds an Associates in Applied Science in Information Technology Network Management. He also has certificates from Cisco and Microsoft in Network Management and Technologies. Prior to his promotion, Cody served as the Information Systems Administrator from August 2021 to March 2022.
Office #273A, 910-898-9653 (ext. 653), starlingc7785@montgomery.edu



Assistant to the President – On March 28, 2022, **Sandra Clyburn** joined the college as the Assistant to the President. Sandra is a graduate of Montgomery Community College and holds an Associate in Applied Science in Human Service Technology. While a student at MCC she was an Ambassador for the college. Prior to joining MCC she served as a child support agent for Montgomery County Social Services and as an administrative assistant to Communities in Schools.
Office #1648-CTE, 910-898-9602 (ext. 602), clyburns5061@montgomery.edu



Retention Specialist – On April 1, 2022, **Mikayla Strong** moved to a full-time role with the college as the Retention Specialist. Mikayla is a graduate of East Carolina University and holds a Bachelor of Science in Business. She served as the part-time Retention Specialist for five months from October 2021 to March 2022. She will support the needs of the Small Business Center and AWESM project.
Office #135, 910-898-9673 (ext.673), strongm6271@montgomery.edu



Interim Director of Foundational Studies – On May 1, 2022, **Ronnie James** became the Interim Director of Foundational Studies. Ronnie has been an Adjunct Instructor in the Continuing Education Program since 2008 with Montgomery Community College. He holds an Associate's Degree in Applied Science in Accounting from Montgomery Community College. And will complete his Bachelor's Degree from Garner Webb in the fall of 2022.
Office #100D, 910-898-9680 (ext. 680), jamesr9662@montgomery.edu

**Montgomery Community College
Employee Separations
May 2022**

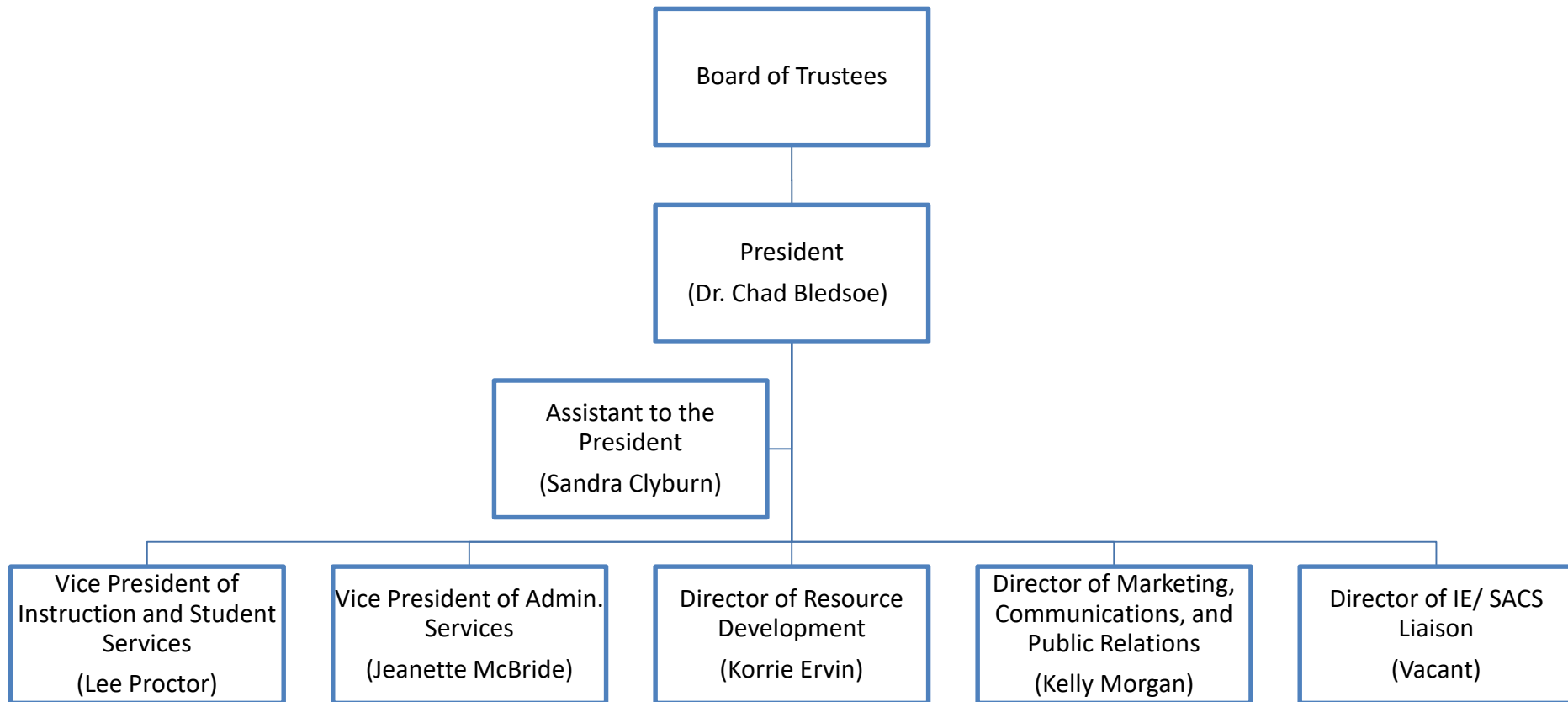
Assistant Registrar – On May 20, 2022, **Tavia Housley**, separated from employment with Montgomery Community College. Tavia had been employed from October 1, 2013 to May 20, 2022.

The Assistant Registrar is responsible for managing the day-to-day activities and various core functions within the Records Office. In coordination with the Dean and Director, the Assistant Registrar serves as the steward for academic records, implements academic policy, and manages reporting for the Office. The Assistant Registrar also assists the Director of Records with with additional reporting and graduation processes.

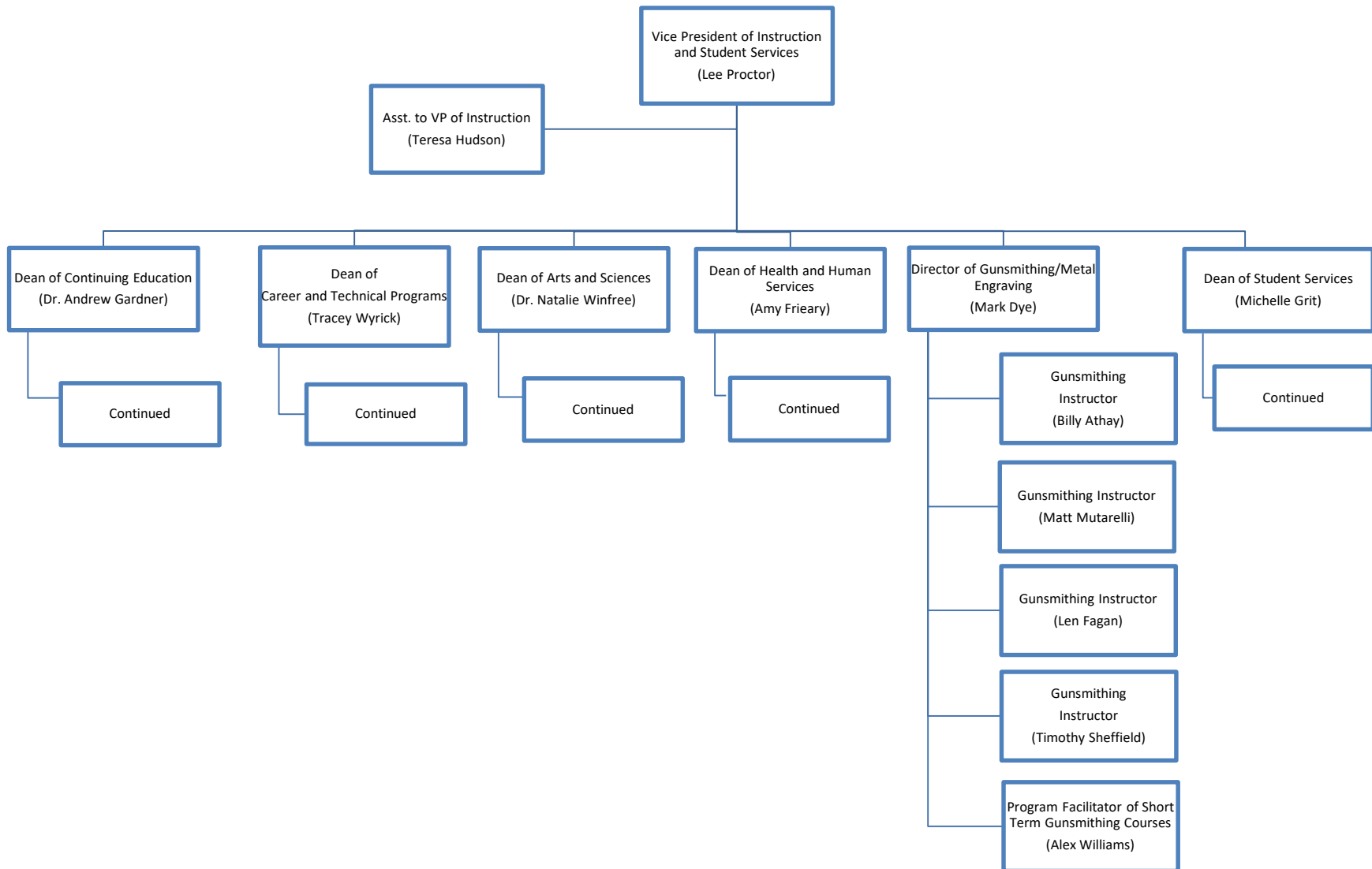
Montgomery Community College Organizational Chart



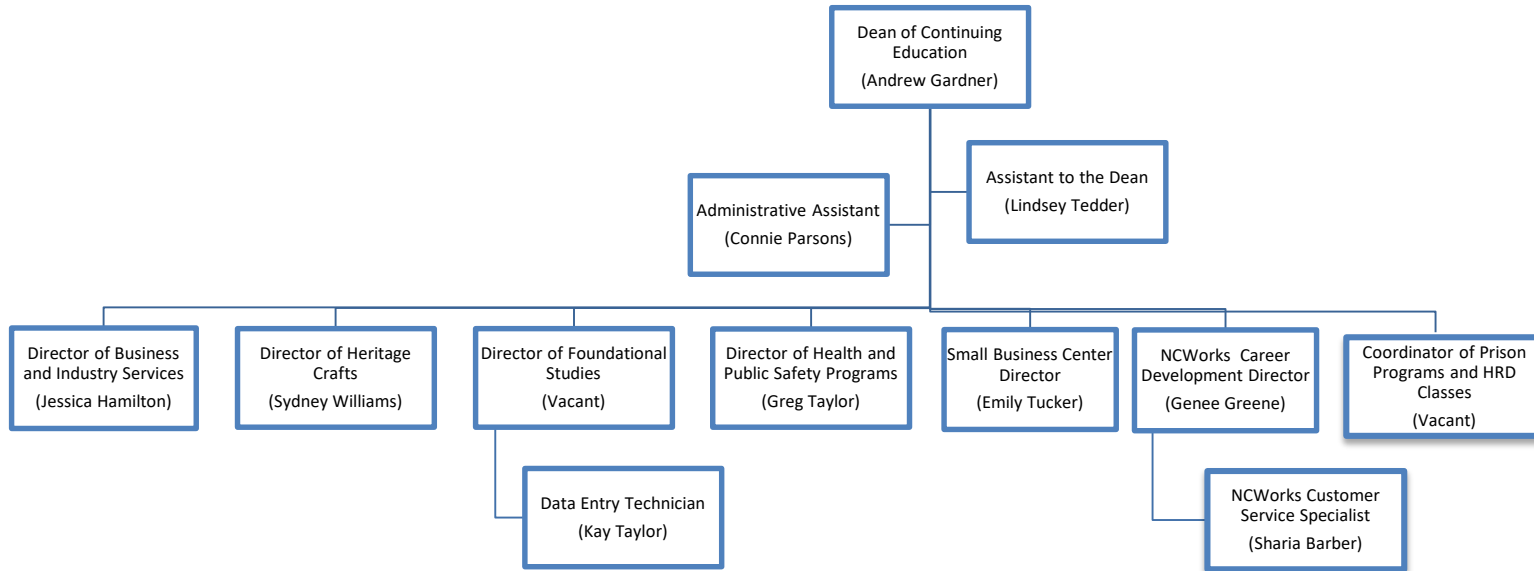
Montgomery Community College Administration



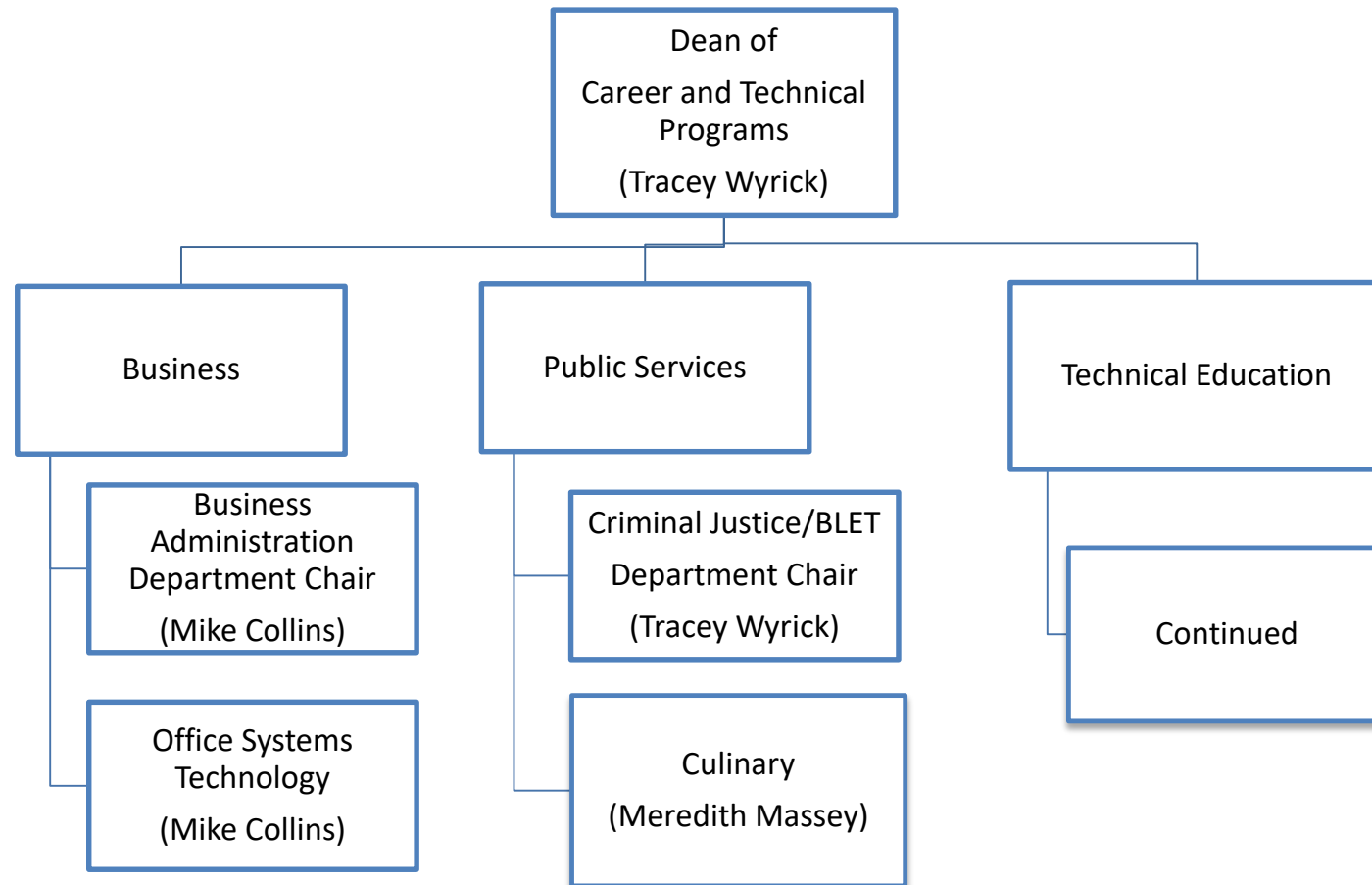
Instruction and Student Services



Instruction/SS (Continuing Education)



Instruction/SS (Public Services, Career & Technical Programs) Appendix D-4

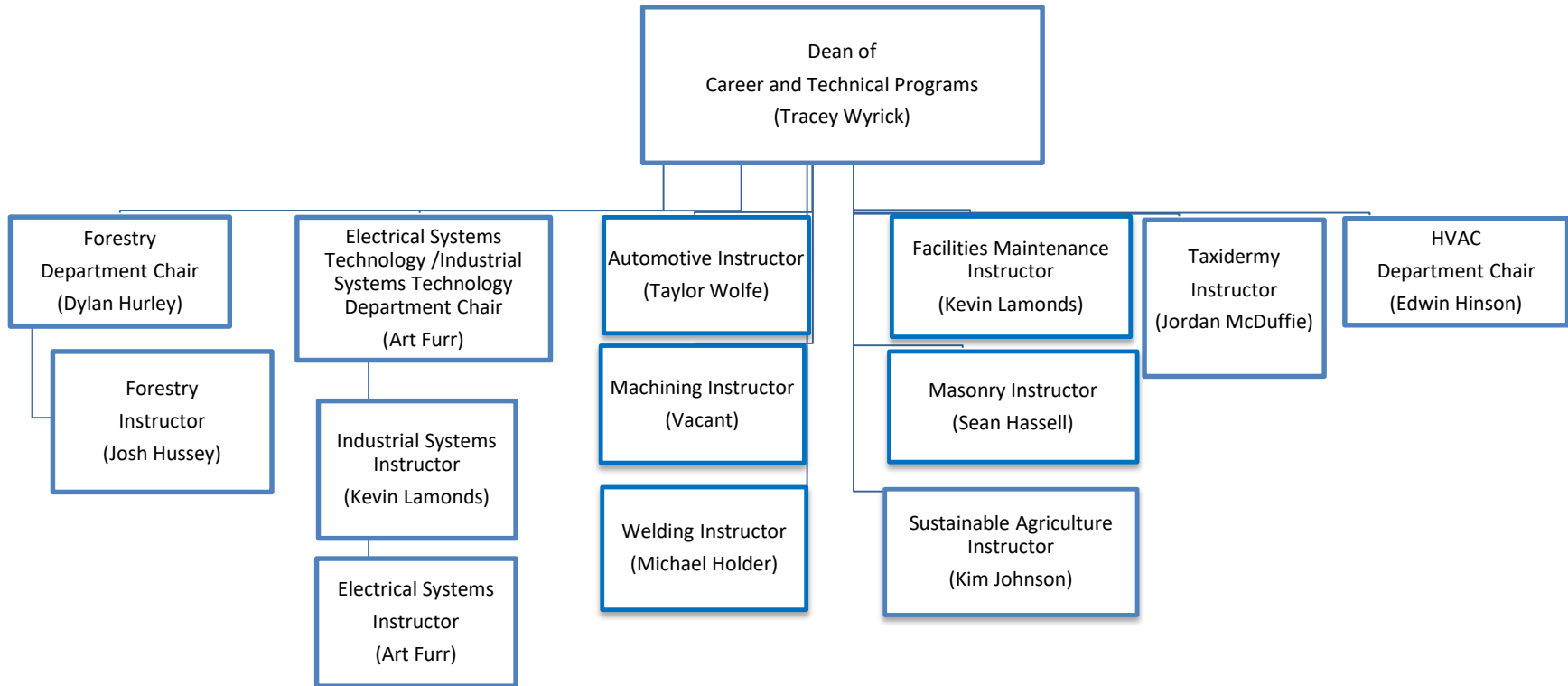


Instruction/SS (Career and Technical Programs)

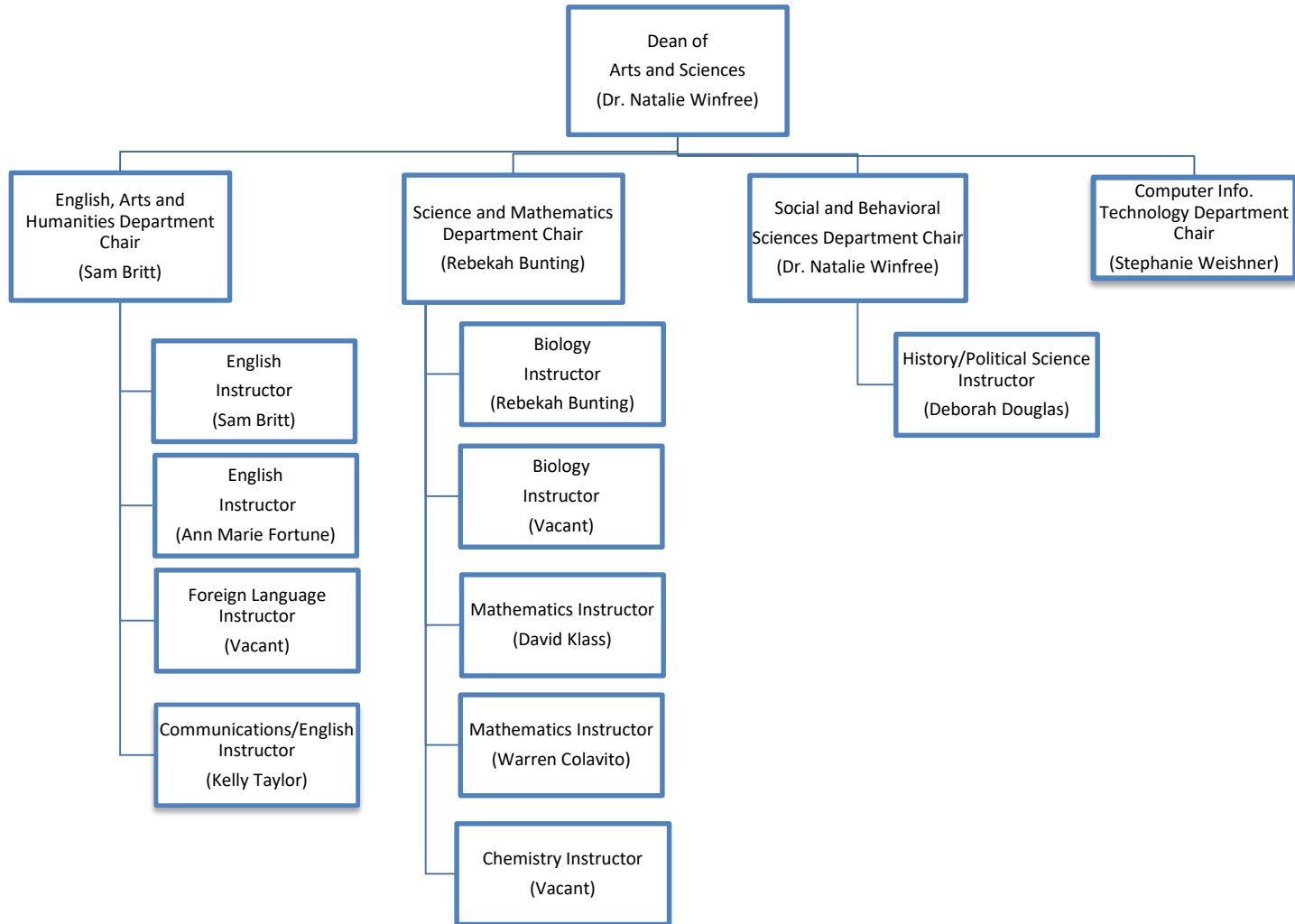
Appendix D-4

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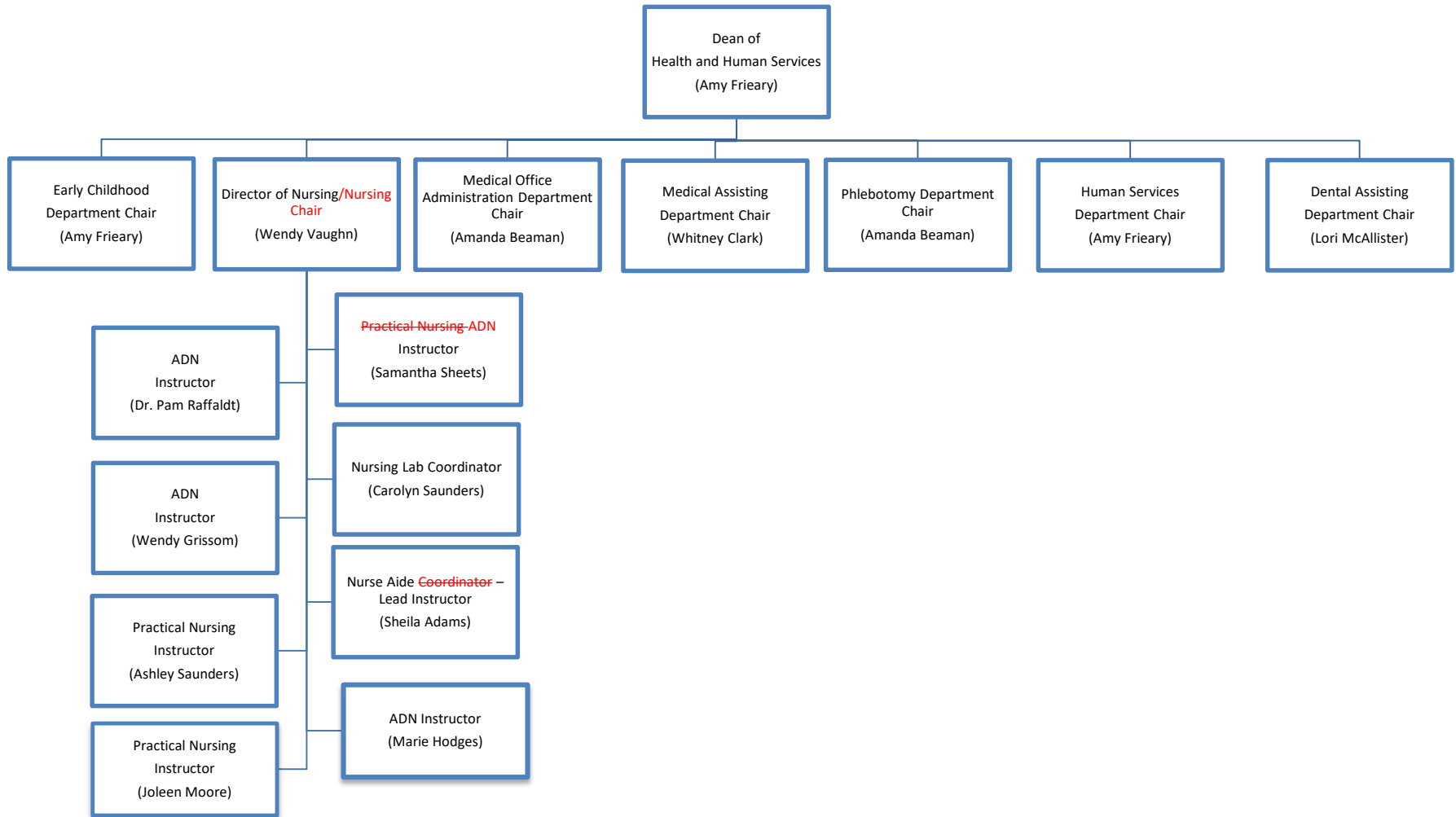
Appendix D-4



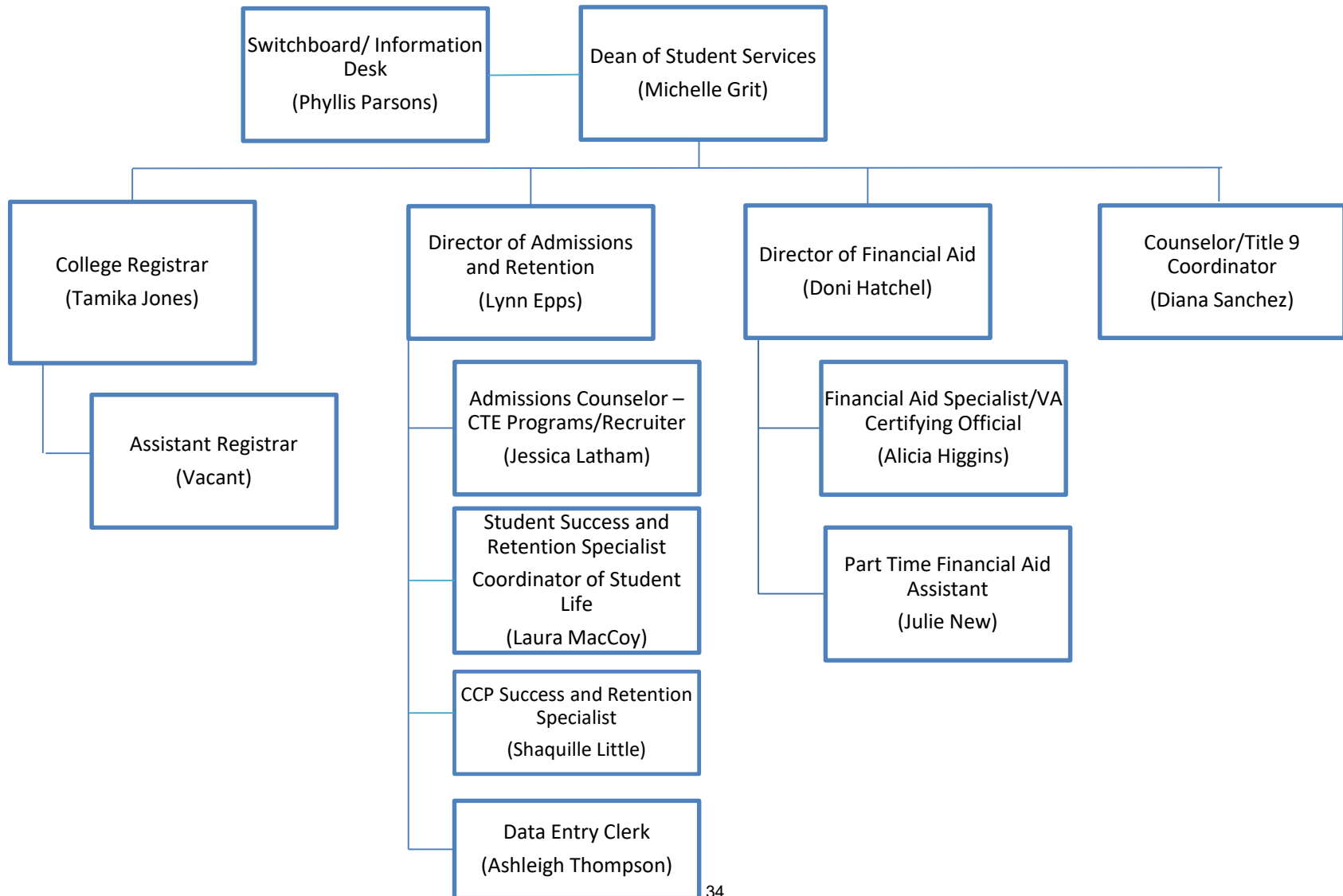
Instruction/SS (Arts and Sciences)



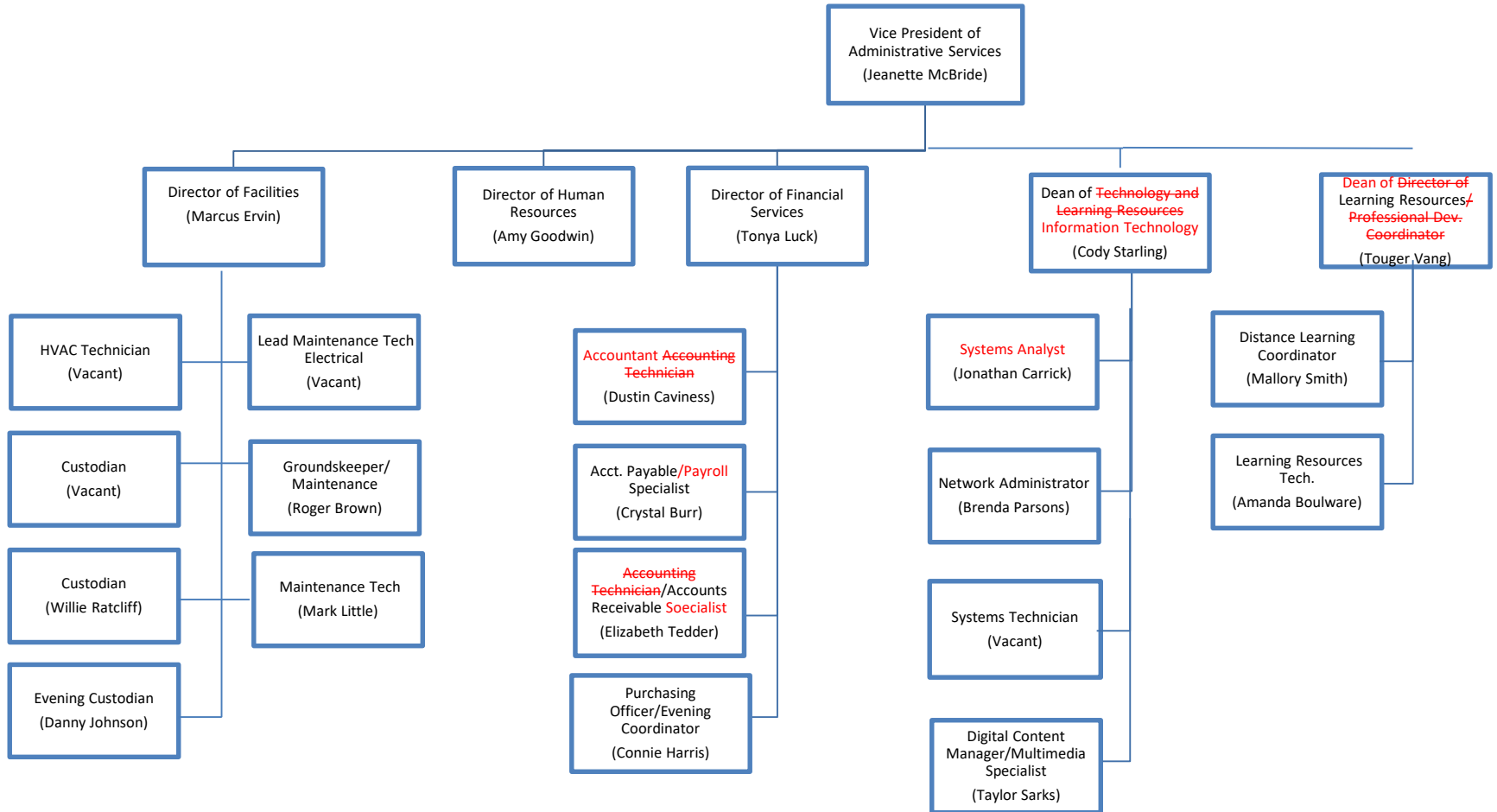
Instruction/SS (Health and Human Services)



Instruction/SS (Student Services)



Vice President of Administrative Services



TRAVEL AUTHORIZATION

N. C. COMMUNITY COLLEGE SYSTEM

DATE SUBMITTED

ACTION REQUESTED:

<input type="checkbox"/>	Out-of-State Travel	<input type="checkbox"/>	Confirmation of Verbal Approval	<input type="checkbox"/>	In-state Excess
<input type="checkbox"/>	Out-of Country Travel	<input checked="" type="checkbox"/>	*Blanket Travel Authorization	<input type="checkbox"/>	Initial Request
<input type="checkbox"/>	Reimbursement Authorization for Non-State Employee	<input type="checkbox"/>	Special Authorization Allowable	<input type="checkbox"/>	Revised Request
		<input type="checkbox"/>	Request for Additional	<input type="checkbox"/>	Other _____

TRAVELERS: Dr. Chad Bledsoe

TRAVEL TO: Local and Regional Meetings SOURCE OF FUNDS: State

MODE OF TRANSPORTATION: College Vehicle/Personal Vehicle	SUBSISTENCE EXPENSES MAXIMUM PER DAY \$	CONVENTION REGISTRATION \$
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REQUESTING DEPARTMENT: President's Office	DEPARTMENTAL APPROVAL	
	DIVISION HEAD	DATE
	DEPARTMENT HEAD	DATE

TOTAL ESTIMATED EXPENDITURE	DATES OF TRAVEL: PERIOD BEGINNING	PERIOD ENDING
	July 1, 2022	June 30, 2023

PURPOSE AND EXPLANATORY REMARKS – Detail benefit to System in space provided below. Attach conference information, agenda, etc. as appropriate.

Request blanket travel authorization to attend local events and meetings related to college business to include all counties in North Carolina and the following annual events outside of North Carolina, SACSCOC Annual Conference, SHOT Show, President's Conferences and the NRA Convention.

LIST OF OTHER STAFF MEMBERS OR TRUSTEES MAKING TRIP:

(THIS SECTION FOR STATE OFFICE USE ONLY)

<input type="checkbox"/>	Request Approved	Approval is contingent upon availability of funds and subject to limitations imposed by G.S. 138.6.
<input type="checkbox"/>	Request Denied	
<input type="checkbox"/>	Request Returned	

COMMENTS OR REPLY:

	DATE
--	------

Board Report
Instruction and Student Services
June 8, 2022

Instruction

Health and Human Services

Associate Degree and Practical Nursing students are preparing to take their NCLEX exams throughout the summer. Ninety-three percent of Phlebotomy graduates passed their certification exam with the American Society of Phlebotomy Technicians (ASPT). The one student who didn't pass has already rescheduled to try again. The Dental Assisting program has submitted the additional information requested by CODA to complete the reaccreditation process.

Career and Technical Education

Golden Leaf Grant progressing with equipment and supplies. The main greenhouse is occupied and being utilized by students. Hoop House renovations should be complete within the month. MCC's Sustainable Ag Program has provided FFA honor cords for several FFA members who are scheduled to graduate from MCHS in June. The final BLET student will be completing Driver Training in July and sitting for the State Exam.

Arts and Sciences

Summer term is moving right along. Enrollment in Gen Ed courses are strong for summer term (it's been a while since we've had this many summer courses meet/exceed cap) We've had an influx in CCP students taking courses and it seems we have quite a few first-time MCC students enrolled as well. Kelly is working on an article advertising Stephanie as our new Information Technology Department Chair that highlights the redesign of the CIS 110 and JAVA classes as well as the upcoming summer camp for kids.

Fall term classes are already filling up in Gen Ed. (These are great challenges to have!!!)

Early College

The students of MCEC dedicated the 2022 yearbook to Mr. Willie Ratcliffe. They hosted a dedication ceremony on Monday. The Early College held its third graduation on May 22, 2022. Fifty-seven Seniors and fifteen 5th year students completed requirements for high school graduation. Thirty-two seniors completed their Associate degrees along with five 5th year students should finish all the requirements by the end of the summer. In addition, nineteen CTE certificates were earned. The current total of college scholarship offers to the Early College class of 2022 is \$11.6 million dollars.

Student Services

Admissions and Retention

Student Services is organizing an Open House for future MCC students. The Admissions and Recruitment team participated in the May Day and Candor Outreach events. MCC informational cards are being distributed throughout the county at the post offices and laundromats. Registration reminders are sent to each application submission both in written and email correspondence to prepare for Fall enrollment. Orientation and registration events continue with the Nursing, Gunsmithing, and Dental Assisting Programs.

Counseling

Students ended the semester strong, utilizing faculty and support services throughout the semester. Faculty and staff continue to monitor student progress with AVISO and offer/provide tutoring help when needed.

Records and Registration

Congratulations to the 2022 graduating class of Montgomery Community College. Graduation was successful in the new location and almost 100 students participated in the graduation and rehearsal events. Alumni gifts and the alumni invitations from the MCC Foundation in each diploma cover were well received.

Financial Aid

The Financial Aid office is currently involved in a “cluster financial audit” with state Auditor’s Office. This is normally done as part of the College’s financial audit but the Auditor’s Office has decided to pull out the Financial Aid audit and do it regionally.

Continuing Education

Business & Industry Services

Apprenticeship Montgomery participants Daniel Phillips and Nathan Ritter graduated. Daniel Phillips was sponsored by Alandale Industries and successfully completed his Industrial Systems Technology A.A.S. Degree and Electrical System Technology A.A.S. Degree. Nathan Ritter was sponsored by Jordan Lumber and successfully completed his Industrial Systems Technology A.A.S. Degree.

College and Career Readiness (CCR)

Ronald James was appointed as the interim Director of College and Career Readiness.

Health & Public Safety

On May 14, 2022 Continuing Education staff hosted an annual Fire Pump Inspection, Testing, and Maintenance Training at the Montgomery County Fire Training grounds. More than fifty volunteer firefighters attended the training exercise.

Heritage Crafts

From May 27, 2022 through May 29, 2022 Syndey Williams attended Woodfire NC on behalf of Montgomery Community College. This international conference is hosted at StarWorks in Star, North Carolina and draws ceramic artists and community leaders from around the world.

NCWorks

As a part-time work study, full-time student, and single mom, Daishun Gaddy experienced financial strains during her final semester of school. She was enrolled in WIOA and awarded the Finish Line Grant to assist with those challenges. In addition to the Finish Line Grant, WIOA also helped cover tuition, fees, supplies, travel, and state exam fees. Daishun is now a 2022 spring graduate, earning an Associate Degree in Medical Assisting. She obtained full-time employment at Urgent Care in Biscoe prior to taking the CMA state exam.

Small Business Center (SBC)

The Small Business Center Advisory group met May 25, 2022 to discuss past, current, and future initiatives and opportunities. The Small Business Center is partnering with Montgomery County Tourism to host an AirBnB seminar on June 21, 2022.

May 6, 2022

Dr. Chad Bledsoe, President
Montgomery Community College
1011 Page Street
Troy, NC 27371

Dear Dr. Bledsoe:

Enclosed is the final report for the compliance review conducted FY 2021-22 at Montgomery Community College pursuant to North Carolina General Statute 115D-5(m). There were no findings for the sample of records pulled from the Institution Class Reports (ICR), programs, policies, and procedures for the 2020-21 reporting period.

I commend you and your staff for the excellent way you followed record keeping procedures prescribed by the State Board of Community Colleges (SBCC).

Thank you for cooperating with the North Carolina Community College System (NCCCS) Compliance Services staff during the performance of the compliance review.

Sincerely,



Brett Altman

Director of State Board Relations and Compliance Services

- c: Claudia Bulthuis, Chair, Montgomery CC Board of Trustees
- Beth Wood, North Carolina State Auditor
- Amanda Tolar, Director of Compliance Services
- Sondra Jarvis, Sabra Matney, Compliance Examiners

North Carolina Community College System

Compliance Review Final Report for Montgomery Community College

Review Conducted: FY 2021-22

Records Reviewed: Summer Semester 2020 – Spring Semester 2021

METHODOLOGY

A compliance review was conducted at Montgomery Community College by the North Carolina Community College System (NCCCS) Compliance Services staff to ensure the data used to allocate State funds among the community colleges was reported accurately for the 2020-21 reporting period. The review was conducted on a selected sample of the data relevant to this period.

The major components of the compliance review conducted during FY 2021-22 are outlined in SBCCC Numbered Memo CC21-046 [FY 2021-22 Compliance Services Updates and Review Procedures](#). The scope of the compliance review includes, but is not limited to, the major components noted in CC21-046. Based on the various reviews conducted as outlined in CC21-046, additional information may be requested for clarification or to provide a clearly defined way to ensure compliance with North Carolina General Statute § 115D-5 and Title 1 of the State Board of Community Colleges Code.

FINDINGS SUMMARY

Based on the site review, no findings were identified.

The college personnel responsible for adherence to North Carolina General Statutes and the State Board of Community Colleges Code, as well as other State Board of Community Colleges requirements, and the maintenance of curriculum and continuing education records should be commended for the accuracy and order of their record keeping systems.

The cooperation of the president and staff during the compliance review is appreciated.

Submitted By: Sondra Jarvis, Sabra Matney, Compliance Examiners
Amanda Tolar, Director of Compliance Services

Dates of Compliance Review: April 12-21, 2022

2021 – 2022 2022 – 2023 STUDENT FEES

CONTINUING EDUCATION		CURRICULUM	
\$5	Technology - Computer Classes (Computer Repair and Upgrade Classes)	\$5	Parking
\$35 \$40	Graduation Fee (GED/AHS)	\$16	Technology - Computer (per student per term)
*Fees for Heritage Crafts and Continuing Education courses are listed in the advertised cost of the course and are based on the actual cost of the materials needed for the specific course.		\$30	Activity Fee (Fall/Spring) \$27 Student Activity Fee; \$3 Student Ambassador Activity Fee
		\$5	Activity Fee (Summer) \$4 Student Activity Fee; \$1 Student Ambassador Activity Fee
		\$65	TEAS test fee (for ADN/PN program)
		\$5	Photo ID Replacement
		\$40	Graduation Fee
		\$5	(Each additional degree, diploma, and/or certificate)
Continuing Education Individual Class Fees		Curriculum Individual Class Fees	
\$2,500	Truck Driver Training (NEW)	\$25	AHR 110 Intro to Refrigeration
\$100 - \$220	Insurance online classes *fee amount dependent upon specific class taken	\$85	DEN 102 Dental Materials
\$30 - \$200	CE Heritage Crafts classes *fee amount dependent upon specific class taken and cost of supplies for the course	\$133	DEN-106 Clinical Practice I (NEW)
\$125 \$133	Background check & drug test for Health & Public Safety programs	\$50	DEN 112 Dental Radiography
\$75	NRA – Occupational NRA classes, includes a meal	\$25	ELC 112 DC/AC Electricity
\$66.50	Advanced EMT online test bank access fee	\$25	ELC 113 Residential Wiring
\$49	EMT online test bank access fee	\$25	ELC 117 Motors and Controls
\$30	MIG – TIG Stick Welding *fee charged for each course taken	\$50	GSM 111 Gunsmithing I
\$25	Taxidermy *fee charged for each course taken	\$100	GSM 120 Gunsmithing Tools
\$22.50	EMR online testing access fee (NEW)	\$40	GSM 225 Gunmetal Refinishing
\$20	Bricklaying	\$15	MED 140 Exam Room Procedures I
\$10	CB Bridges – FirstHealth Orientation (NEW)	\$137 \$145	MED 150 Lab Procedures I
\$8	CE CPR card	\$15	MED-240 Exam Room Procedures II
\$8	OSHA card	\$125	Medical Assisting AAMA Certification Exam Fee
\$5	Digital Photography	\$50	ADN/PN – Lab Simulation
\$2	Pottery Lab *fee charged for each course taken	\$2625 (\$525/term) \$3,236.75 (\$647.35/term)	Nursing: ADN ATI Program fee
		\$1820 (\$910/term) \$2,113.26 (\$1,056.63 term)	Nursing: PN ATI Program fee
		\$59.60	ADN Fall semester My Clinical Exchange fee (NUR-111) NEW
		\$39.60	PN Fall semester My Clinical Exchange fee (NUR-101) NEW
		\$50	PBT 100 Phlebotomy Technology
		\$172 \$180	PBT-101 Phlebotomy Practicum
		\$15/each course	TXY 110, 112, 114, 121, 122, 123, 131, 133
			When course is split, course fee is divided as well.
		\$25	Book Fee for Career & College Promise (per course)
		\$36/each course	PCC 110, 111, 130, 210, 211 (CU program currently inactive)
Continuing Education Student Accident & Liability Insurance		Curriculum Student Accident & Liability Insurance	
\$13	Liability Insurance - Allied Health (Nurse Aide, Phlebotomy, EMS)	\$13/academic yr.	Allied Health (Associate Degree Nursing, Dental Assisting, Medical Assisting, Nurse Aide, Phlebotomy, Practical Nursing students)
\$1.60	Accident Insurance - Allied Health (Nursing Assisting, Phlebotomy, EMS)	\$1.60	Accident Insurance Fee (per student per term)

If a course is divided into parts (example: TXY 121AB + TXY 121BB = TXY 121) the course fee is divided as well (example: TXY 121AB fee = \$7.50 + TXY 121AB fee = \$7.50 for a total of \$15).

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
BUDGET TRACKING SHEET: FY 2022-23**

	Budget Priorities			Governor	
	2022-23			2022-23	
1					
2	2022-23 Base Budget	1,340,223,137		1,340,223,137	
3	Enrollment Adjustment	(12,292,904)	R	(12,292,904)	R
4	Expansion				
5	Value of Community College Students - Capacity	48,626,667	R	50,000,000	R
6	Adult Learning Initiatives			2,000,000	R
7	Growing the Health Care Workforce			5,000,000	R
8				10,000,000	NR
9	CC Early Childhood Education Centers Pilot			\$10M NR in Statewide Reserve	
10	Small Business Center Network (SBCN) Service Industry Support			\$1M NR in Statewide Reserve	
11	Small Business Center Network (SBCN) Technology Upgrades - System Office			\$150K in Statewide Reserve	
12	Improving Data Analytics Capacity - System Office			300,000	R
13				200,000	NR
14	Expansion Subtotal	48,626,667	3.6%	67,500,000	5.0%
15	Net Adjustments to Base Budget (without salary adj)	\$ 36,333,763	2.7%	\$ 55,207,096	4.1%
16	Recommended General Fund Approp. (without salary adj)	\$ 1,376,556,900	2.7%	\$ 1,395,430,233	4.1%
17	Salaries & Benefits				
18	Value of Community College Employees - Salaries	12,400,000	R	31,940,000	R
19	Compensation Increase - System Office			528,000	R
20	Retention Bonus - Community Colleges			40,174,000	NR
21	Retention Bonus - System Office			393,000	NR
22	Labor Market Retention and Adj Fund - Community Colleges			25,552,000	R
23	Labor Market Retention and Adj Fund - System Office			422,000	R
24	Retiree Cost of Living Increases - Community Colleges			3,975,300	R
25				2,934,200	NR
26	Retiree Cost of Living Increases - System Office			65,700	R
27				48,500	NR
28	Internal Auditor - System Office			105,491	R
29	Small Business Center Network (SBCN) Program Assistants			2,000,000	R
30	Recommended General Fund Appropriation	\$ 1,388,956,900	3.6%	\$ 1,503,568,424	12.2%
31	Salary Increase - for College Employees			Additional 2.5% for a total of 5% \$1,500 bonus or \$2,000 bonus 24.92% \$7,397	
32	Retention Bonus				
33	Retirement Rate (TSERS)				
34	State Health Plan Rate				
35	FY 2022-23 Base Budget - GF Appropriation	1,340,223,137		1,340,223,137	
36	Adjustments - Recurring	\$ 48,733,763	3.6%	\$ 109,595,587	8.2%
37	Adjustments - Non-Recurring		0.0%	\$ 53,749,700	4.0%
38	Recommended General Fund Appropriation	\$ 1,388,956,900		\$ 1,503,568,424	12.2%

Board Report - Marketing Update – May, 2022 Meeting

Foundational Initiatives (new tools and resources needed for success)

- Skilled Trades Brochure – arrived to campus
- Annual Report underway, final content gathering
- Fall enrollment campaign ideas taking shape
- Fall Tabloid enters design phase

Promotional Activities (events and advertising purchased)

- Graduation Ad 6/1
- Press Releases and Stories (sent to media, posted online)

- Nurse Pinning Ceremony
- Beretta Donation
- Smart Asset #1 Ranking
- Summer Camp Offerings
- BLET Graduation

Press Pickups

- BLET Graduation 5/18
- Phi Theta Kappa 5/18
- Nurse Pinning 5/18
- Camp Offerings 5/18



Social Media Statistics (Facebook)

2021-2022	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
Reactions	New metric		941	1011	567	248	856	864	644	1,974		
Comments/Shares	New metric		187	204	102	161	255	173	305	727		
Reached	6,760	6,958	10,312	11,417	6,350	12,948	14,334	14,102	9,081	18,854		
Engaged	1,568	989	2,252	2,056	2,188	1,827	3,025	3,685	2,972	11,153		
New Followers	26	34	25	42	14	49	32	30	25	70		
Total Followers					3,198	3,249	3,277	3,306	3,320	3,377		

Student Government Association

New SGA Ambassadors and SGA President met on May 6, 2022 to start planning upcoming events. We had a productive first meeting with lots of great ideas for future student and employee activities.

Retention and other Student Services staff will be holding a Teambuilding Workshop for the new SGA leaders on June 2, 2022.

The next Food truck event is scheduled for Tuesday, June 21, 2022. MCEC summer school will be here too then to help with having customers for the trucks.

**President's Report
June 8, 2022**

Activities since the May Board Meeting

05/13/22	Presidents' Casual Conversation Meeting
05/16/22	Presidents' Legislative Update
05/17/22	VP Meeting
05/18/22	NCACCP Monthly Meeting
05/19/22	Troy Rotary Meeting
05/24/22	Cabinet Meeting
05/26/22	MCHS Awards Ceremony
05/27/22	NRA Convention
05/31/22	VP Meeting
06/01/22	Troy EDC Meeting
06/03/22	CIS Board Meeting
06/07/22	Cabinet Meeting
06/08/22	Board of Trustees Meeting

Upcoming Activities

06/10/22	Presidents' Casual Conversation Meeting
06/10/22	Executive Steering Committee Meeting
06/14/22	VP Meeting
06/16/22	SBCC Board Meeting
06/22/22	MMH Board of Advisors Quarterly Meeting

Board of Trustees Information

<https://www.montgomery.edu/bot>



Blaze Your Trail

Board of Trustees Calendar of Events

2022

June 8, 2022	6:00 p.m.	Committee/Board Meeting
July, 2022		No Board Meeting
August 6, 2022	8:00 a.m.	Board Retreat/Meeting
August 10, 2022	11:30 a.m.	Foundation Board Meeting
September 14, 2022	5:30 p.m.	Committee/Board Meeting
October 12, 2022	5:30 p.m.	Committee/Board Meeting
November 8, 2022	5:30 p.m.	Committee/Board Meeting
December 16, 2022	6:00 p.m.	Board Christmas Dinner

NOTICE OF REAPPOINTMENT

Pursuant to G.S. 143-47.7

Notice is given that **Robert Harris**

is hereby appointed to the following public office:

Montgomery Community College Board of Trustees

Citation to Law or Other Authority Authorizing the Appointment:

N.C. Gen. Stat. § 115D-12

Specific Statutory Qualification for the Public Office (if applicable):

At-large

Address of Appointee:

5082 Woodrun on Tillery 239 Pioneer Drive, Mt. Gilead, North Carolina 27306

County of Residence of the Appointee: **Montgomery**

Date Term of Appointment Began: **7/30/2018**

Date Term of Appointment Ends: **6/30/2026**

Date of Reappointment: **7/1/2022**

Signature:

s/ Roy Cooper

Office of Appointing Authority:

Office of the Governor, Boards and Commissions

Distribution:

Governor

Secretary of State

Senate President Pro Tempore

Speaker of the House

Department of Cultural Resources

Ethics Commission

Board Contact