



BOARD OF TRUSTEES
Regular Meeting Agenda

January 12, 2026 06:00 PM
Wallace W. Gee Building - Room G222
1247 Jimmie Kerr Road
Graham, NC

1. Tour of NC Works, Small Business Center and Workforce Development.

2. Call to Order

3. Call for Conflicts of Interest

4. Presentations

4.a Employee Presentation: Promotions and New Hires Page 7

5. Minutes

5.a Recommendation for approval:

5.a.1 Board of Trustees regular meeting, November 10, 2025 Page 26

5.b Board of Trustees Committee Minutes

5.b.1 Building and Grounds Committee meeting, November 5, 2025 Page 40

5.b.2 Curriculum and Student Engagement Committee, November 6, 2025 Page 44

5.b.3 Budget and Finance Committee meeting, November 7, 2025 Page 47

5.b.4 Personnel Committee Meeting, November 7, 2025 Page 50

6. Committee Reports

6.a Personnel Committee Report

6.a.1 Recommendation for approval:

6.a.1.1 President's Evaluation Instrument Page 53

6.a.2	Employment Report	Page 75
6.a.3	Vacancies and Separations Report	Page 76
6.b	Building and Grounds Committee Report	
6.b.1	Recommendation for approval:	
6.b.1.1	Campus Security Rekeying and Hardware Replacement Project	Page 78
6.b.2	Capital Projects Summary Report January, 2026	Page 86
6.b.3	Building and Grounds Finance Report	Page 90
6.b.4	Capital Project Change Orders Signed by the President	Page 92
6.c	Budget and Finance Committee Report	
6.c.1	Recommendation for approval:	
6.c.1.1	Policy Revision: Policy 2.2.4 - Naming	Page 94
6.c.2	Foundation Finance Report	Page 99
6.c.3	Finance Report, December 2025	Page 119
6.d	Curriculum and Student Engagement Committee Report	
6.d.1	Recommendation for approval:	
6.d.1.1	Proposed revisions, additions and terminations to programs of study (Sonya McCook)	Page 129
	1. Revise Agribusiness Technology AAS (A15100)	
	2. Add new Agribusiness Technology Certificate (C15100)	
	3. Revise Air Conditioning, Heating, and Refrigeration Certificate (C35100)	
	4. Revise Automotive Systems Technology AAS (A60160)	
	5. Revise Computer-Integrated Machining (A50210)	
	6. Revise Computer-Integrated Machining (A50210) and its subset (A50210M)	

7. Revise Culinary Arts AAS (A55150)
8. Add new Culinary Arts Diplomas and Certificates
 - i. Culinary Arts Diploma (D55150)
 - ii. Culinary Arts Fundamentals Certificate (C55150F)
 - iii. Baking Certificate (C55150B)
 - iv. Cold Food Certificate (C55150C)
 - v. Line Cook Certificate (C55150L)
9. Revise Graphic Design AAS (A30100)
10. Add new Graphic Design Diplomas and Certificates
 - i. Graphic Design Diploma (D30100)
 - ii. Graphic Design Essential Certificate- 16 credit hours (C30100E)
 - iii. Intermediate Design Certificate (C30100I)
 - iv. Graphic Design for Content Creators Certificate (C30100C)
 - v. Graphic Design for Content Creators Career and College Promise (CCP) Pathway (C30100PC)
11. Revise Horticulture Technology AAS (A15240)
12. Terminate Industrial Systems Technology Basic Certificate (C50240)
13. Revise Mechanical Engineering Technology AAS (A40320)
14. Terminate Mechatronics Engineering Technology Basic Certificate (C50240)
15. Revise Business Administration AAS (A25120)-Parent Program
16. Revise Business Administration AAS (A25120)- Parent Program and its child programs
17. Revise Business Administration-General Business Administration AAS (A25120B), Business Administration-Human Resource Management AAS (A25120A)
18. Add New Business Data Analytics Certificate (C25120D)
19. Terminate Business Administration Diploma (D25120)
20. Terminate Business Administration Supervision Certificate (C25120S)
21. Remove BUS-135 Prin of Supervision from ACC Catalog

22. Remove MKT-223 Customer Experience from ACC Catalog
23. Add New Career and College Ready Pathway (C90990A)
24. Revise IT-Computer Programming and Development AAS (A25590P)
25. Add New Data Analysis Career and College Promise (CCP) Pathway (C25590SP)
26. Terminate Associate in Arts-Online (A10100I)
27. Revise Associate in Fine Arts-Music (A10700)
28. Revise Associate in Arts (A10100), Associate in Science (A10400), Associate in Fine Arts-Music (A10700), Associate in Fine Arts-Visual Arts (A10600)
29. Add ACC Pre-requisite MAT 110 to CHM 131/131A
30. Revise Bioanalytical Lab Technology AAS (A20100B)
31. Revise Advance Lab Techniques Diploma (D20100)
32. Add New Biotechnology-Environmental Health Certification (C20100E) and new Biotechnology-Environmental Health CCP Pathway (Replica) (C20100PE)
33. Revise Dental Assisting Diploma (D45440) and its child programs (D4520E, D4520U)
34. Revise Healthcare Management Technology AAS (A25200)
35. Revise Medical Assisting AAS (A45400)
36. Revise Medical Assisting Diploma (D45400)
37. Revise Medical Assisting CCP Pathway (C45400P)
38. Terminate Medical Assisting Basic Certificate (C45400B)
39. Add new Medical Laboratory Technology CCP Pathway (45420P)
40. Revise Medical Office Administration AAS (A25310)
41. Revise Medical Office Administration AAS (A25310) and its child program (C25310H)
42. Revise Medical Office Administration AAS (A25310) and its child programs (C25310H, C25310BP)

- 43. Revise Healthcare Clerical Certificate (C23510H),
Healthcare Clerical CCP Pathway (C25310BP)
- 44. Terminate Medical Auditing AAS (A23510A)
- 45. Terminate Medical Auditing Diploma (D25310A)
- 46. Add ACC pre-requisite OST 148 for OST 243
- 47. Add ACC pre-requisites OST 148 and MED 122 for OST
247
- 48. Add ACC pre-requisites OST 148 and MED 122 for OST
248

6.d.2 Final Fall 2025 FTE & Enrollment (Dr. Snyder) Page 141

7. Other Reports

- 7.a SGA Report
 - 7.a.1 SGA President's Report Page 143
- 7.b Chair's Report
 - 7.b.1 Report of Ethics Education due dates and Statement of
Economic Interest (SEI) filings Page 145
- 7.c Staff Association Report
 - 7.c.1 Staff Association Page 146
- 7.d President's Report
 - 7.d.1 Publics officials Breakfast Update
 - 7.d.2 New Amatrol Trainers and EV/Hybrid Curriculum Launch

8. Handouts

9. Announcements

- 9.a ACCT National Legislative Summit: February 8-11, 2026
(Washington DC)
- 9.b Board Planning Session: April 17, 2026, 7:30am, Alamance
Country Club, 3007 N Fairway Drive Burlington, NC 27215

- 9.c April 2026 Board of Trustees Regular meeting: April 17, 2026, 11:30am, Alamance Country Club, 3007 N Fairway Drive Burlington, NC 27215
- 9.d 2026 NCACCT Law-Legislative Seminar: April 22–24, 2026, at the Hilton Embassy Suites, Raleigh/Research Triangle
- 9.e 2026 Commencement: May 15, 2026 at 3:00 p.m. & 7:00 p.m., to be held at Lamb’s Chapel, 3539 Alamance Rd., Burlington, NC 27215

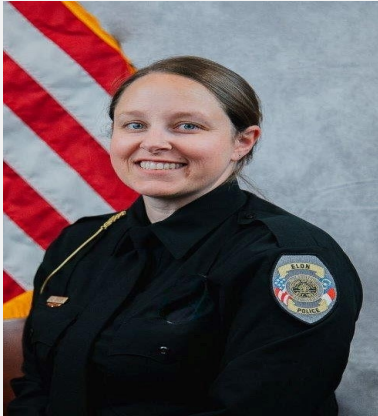
10. Adjournment



New Employees



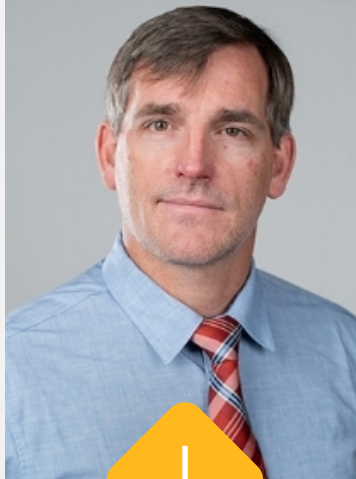
April 2025



Hanna Giroux

Senior Administrative

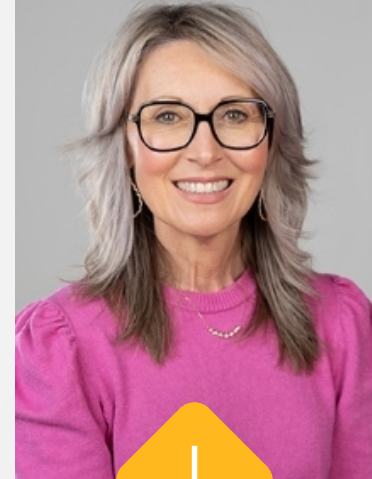
Assistant (BLET), Student Learning
Division



Richard Oelfke

Career & College Promise Professional Advisor

Student Experience Division



Lisa Huffman

Executive Administrative Assistant to the President

President's Office

May 2025

Joseph Wright

Massage Therapy Program Director / Instructor

Student Learning Division



May 2025



Ana Fleeman

Director, Governance and Executive Operations

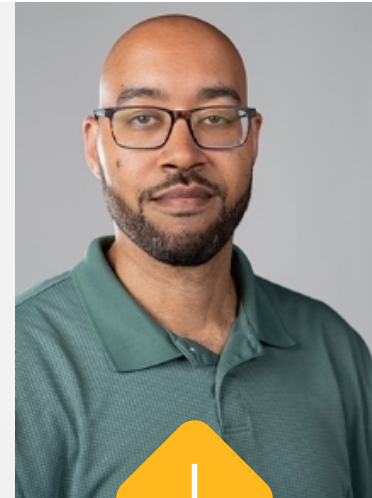
President's Office



Mark Furphy

Executive Assistant for Administrative & Fiscal Services

Operations Division



Fredrick Keith

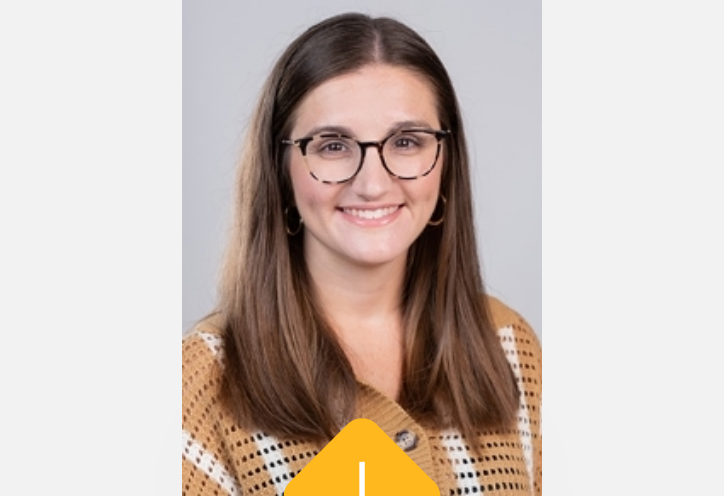
Grants Manager

Operations Divisions

June 2025



Stella McLean
Curriculum Coordinator
Student Learning Division



Deanna Sakin
Senior Administrative Assistant – Dean’s Office
Student Learning Division



Abigail Peralta Flores
Senior Administrative Assistant – Student Services
Student Experience Division

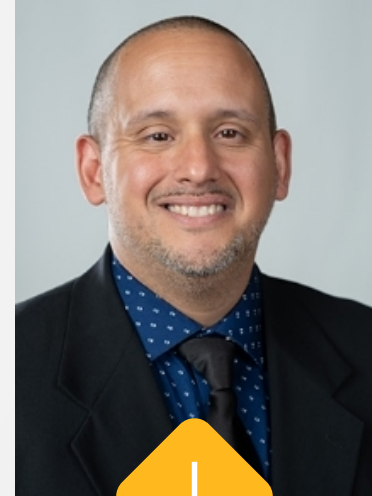
July 2025



Dr. Mary Ann McBride
Veterinary Medical Technology Instructor
Student Learning Division



Fabrizio Vallejos
CRM and Communications Manager
President's Office



Matthew Eckhoff
NC BOOST Program Director
Student Experience Division

July 2025



Lena Angelichio-Miller
NC BOOST Academic Advisor
Student Experience Division



Danielle Woodall
Community Resource Coordinator / Counselor
Student Experience Division

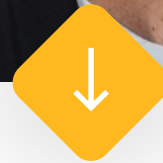


Robbie Everett
Shipping and Receiving Clerk / Fixed Asset Coordinator
Operations Division

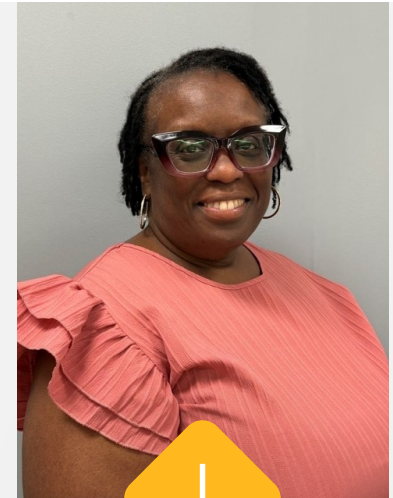
July 2025



Bobbi Smith
Accounting Instructor
Student Learning Division

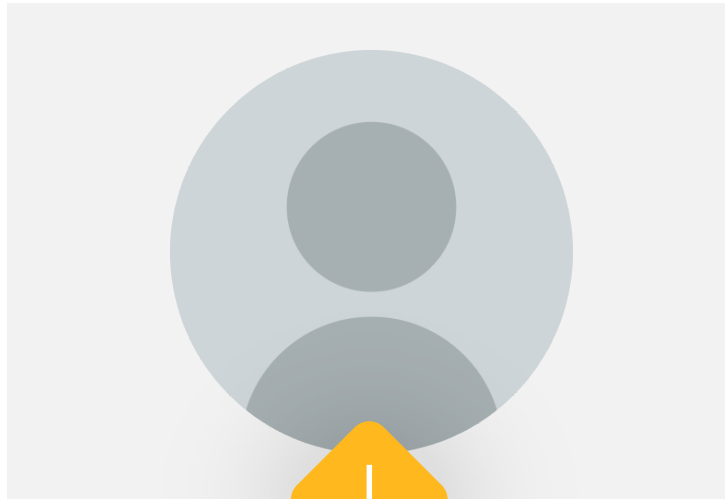


Sarah Barham
Marketing Director
Communications & Public Affairs



Coretta Allen
Executive Administrative Assistant
Foundation Office, President's Office

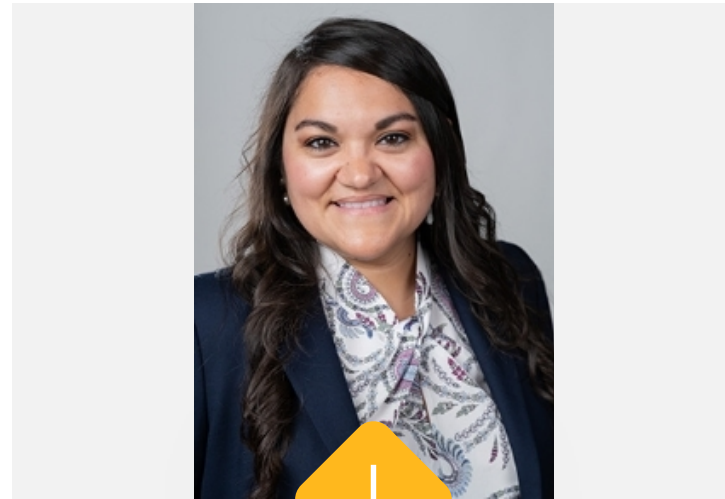
August 2025



Andrew Peacock

History Instructor

Student Learning Division

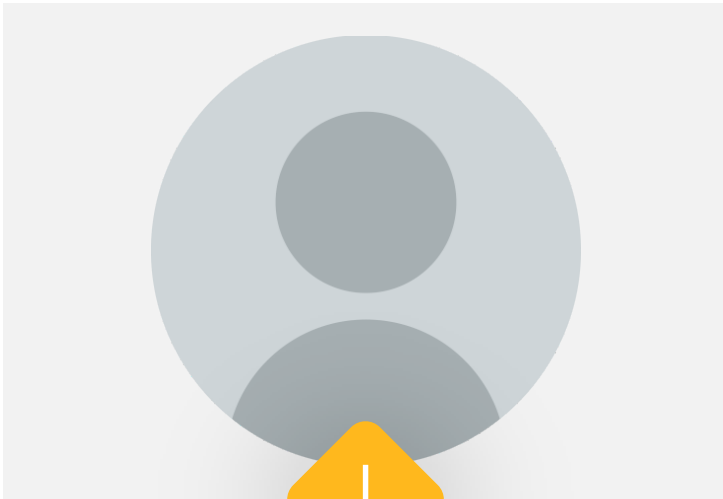


Felicia Hall Rapozo

Psychology Instructor

Student Learning Division

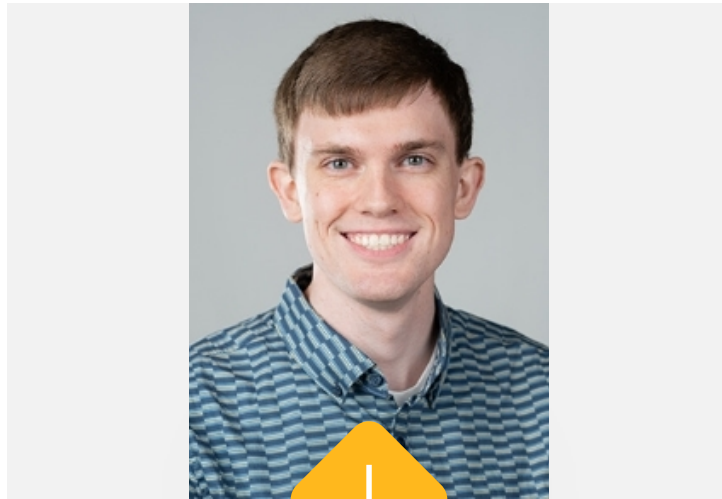
August 2025



Candace Myers

English Instructor

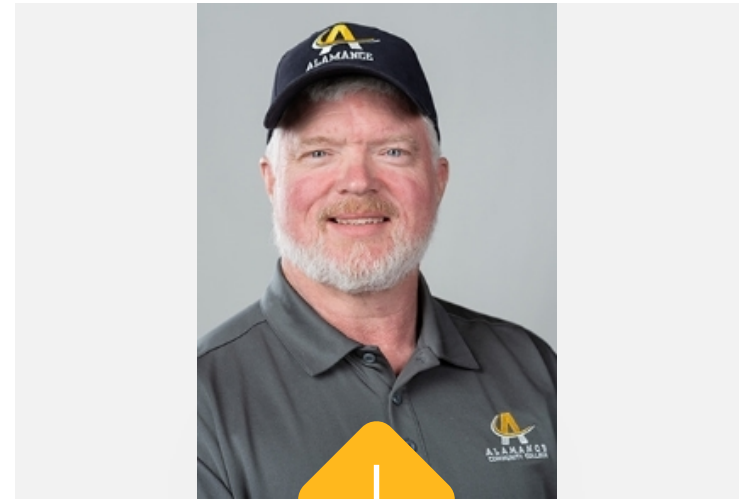
Student Learning Division



Aiden Hoke

Coordinator, Instructional Technology and Design

Student Learning Division

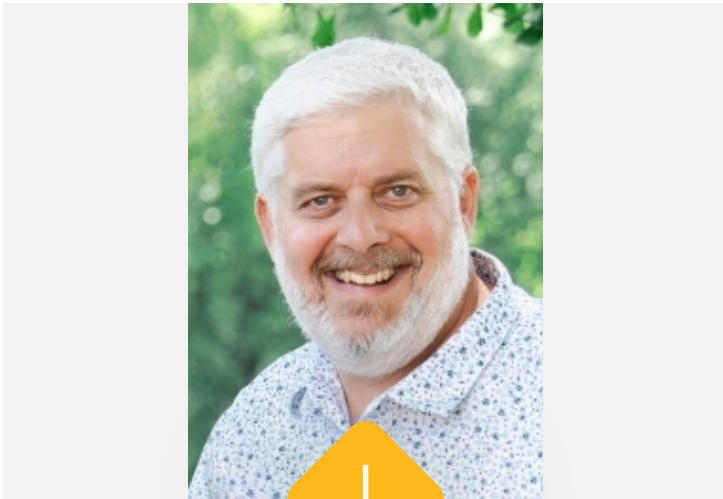


Amos Tucker

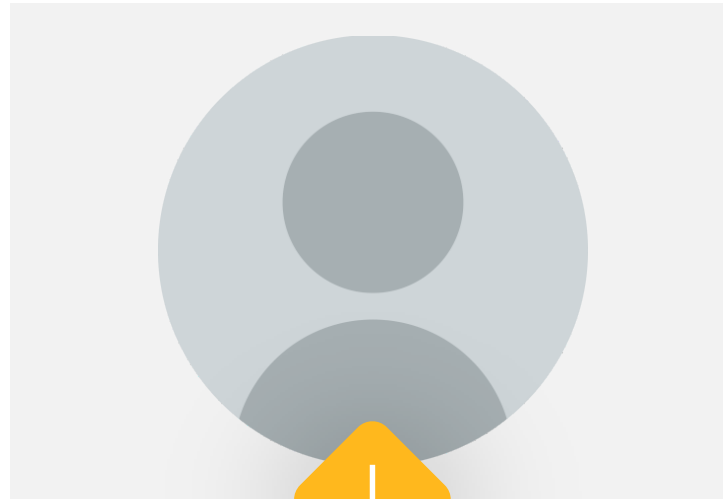
Computer-Integrated Machining Technology Instructor

Student Learning Division

August 2025



Marc Barnes
Graphic Design CCP Instructor
Student Learning Division

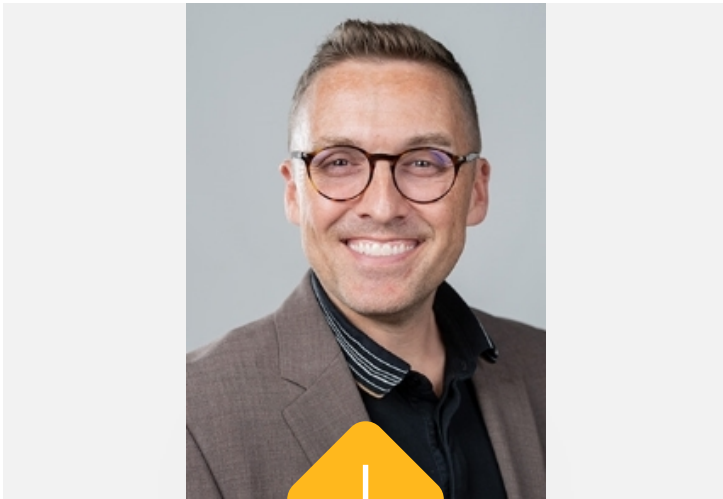


Cassandra Shelton
Cosmetology Clinical Coordinator / Instructional Staff
Student Learning Division

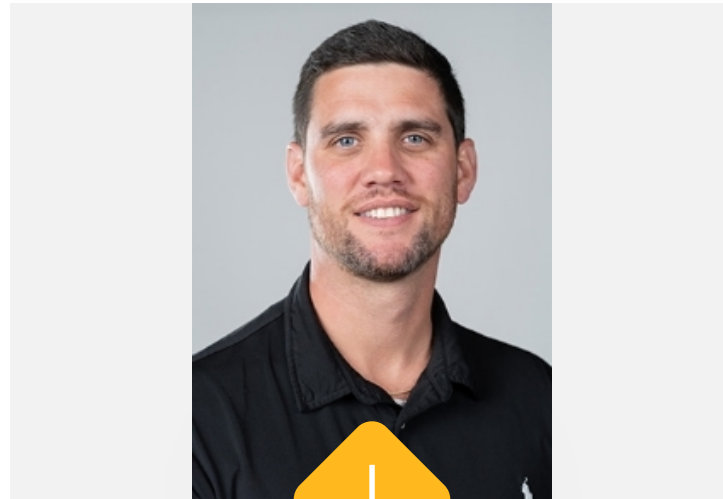


Sonya McCook
Vice-President of Instruction / Chief Academic Officer
Student Learning Division

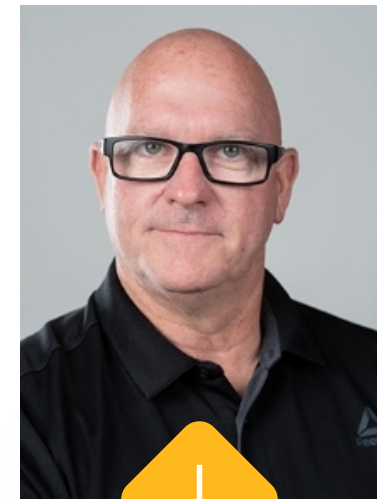
September 2025



Adam Wade
Associate VP of Advising and Onboarding
Student Experience Division

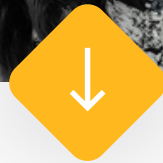
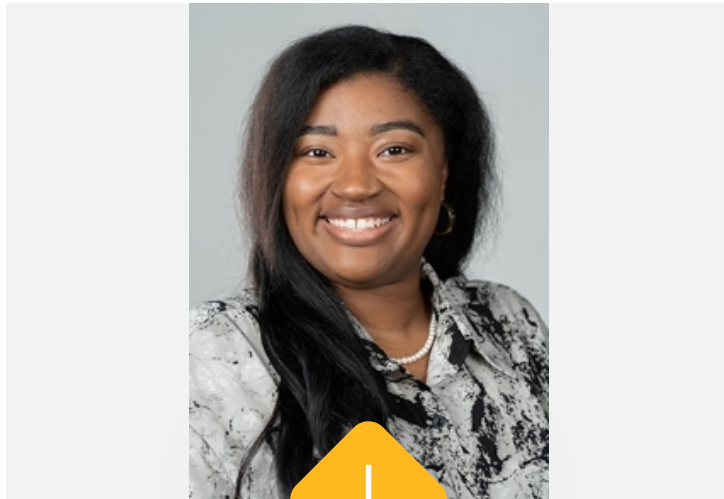


Dr. Clay Smith
Senior University Transfer Advisor
Student Experience Division



Charles Evitt
Director of Public Safety
President's Office

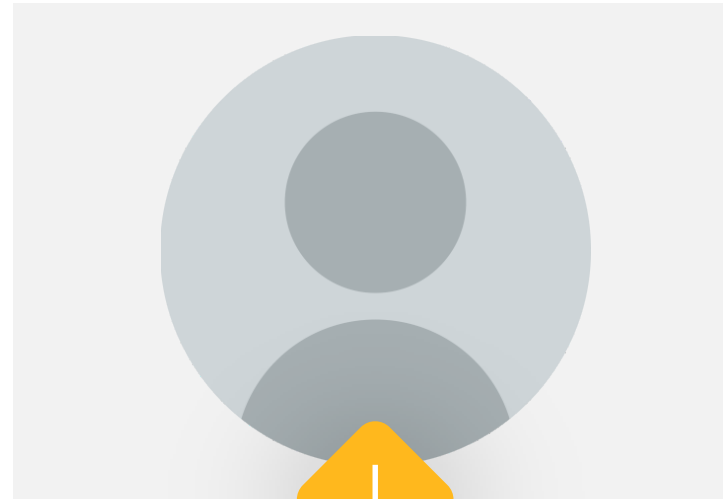
September 2025



Jaylen Webb

Communications and Social Media Specialist

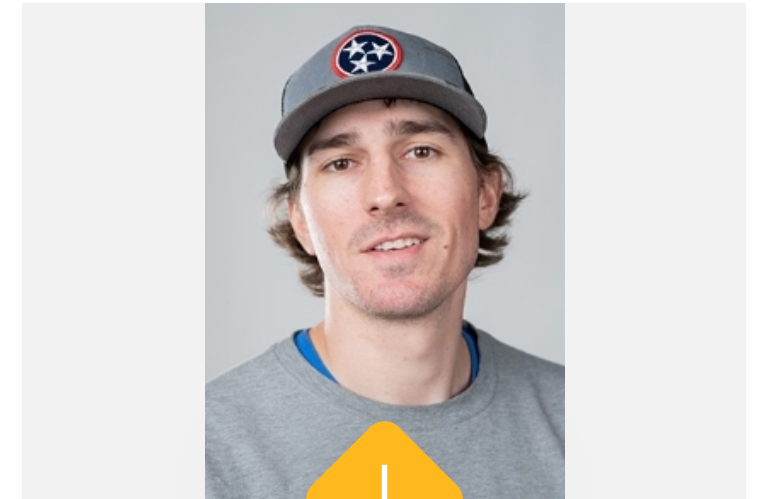
Communications & Public Affairs



Lawanda Porter

Admissions Assistant

Student Experience Division



Trevor Miller

Welding Instructor

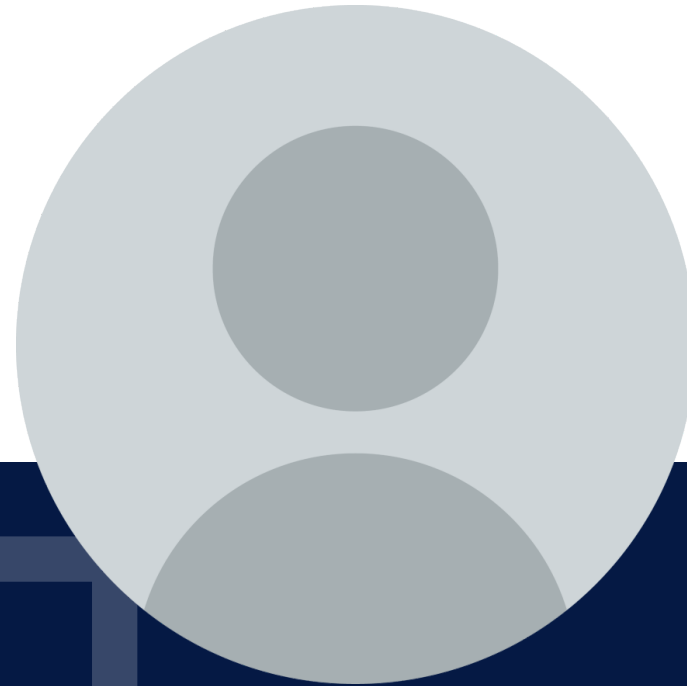
Student Learning Division

October 2025

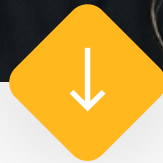
Angela Davis

Career & Talent Development Coordinator

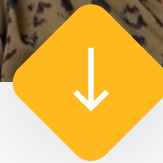
Student Experience Division



November 2025



Jennifer Kehoe
Peer Mentor Advisor & Instructor
Student Experience Division



Kaya Black
Workforce Coordinator/Instructor, Healthcare
Student Experience Division



Debbie Dewitt
Dean, Business, Arts, and Science
Student Learning Division

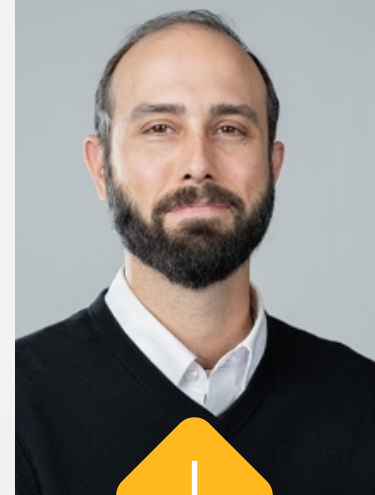
November 2025



Jana Jones
Dental Hygiene Program Director
Student Learning Division

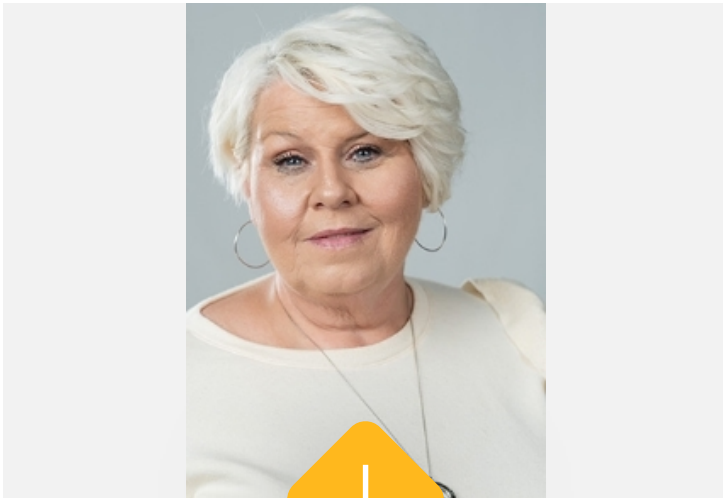


Abigail Simoneau
Department Head, Humanities & Fine Arts
Student Learning Division

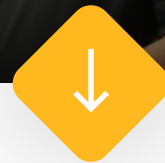
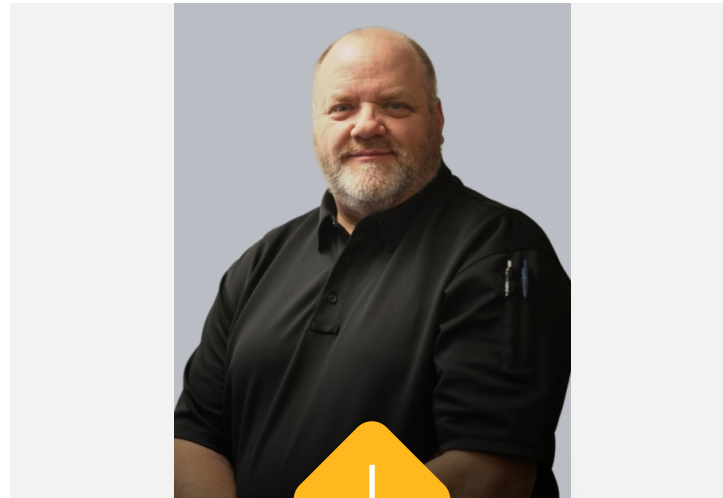


Ryan Gabriel
Front Desk Administrator
Student Experience Division

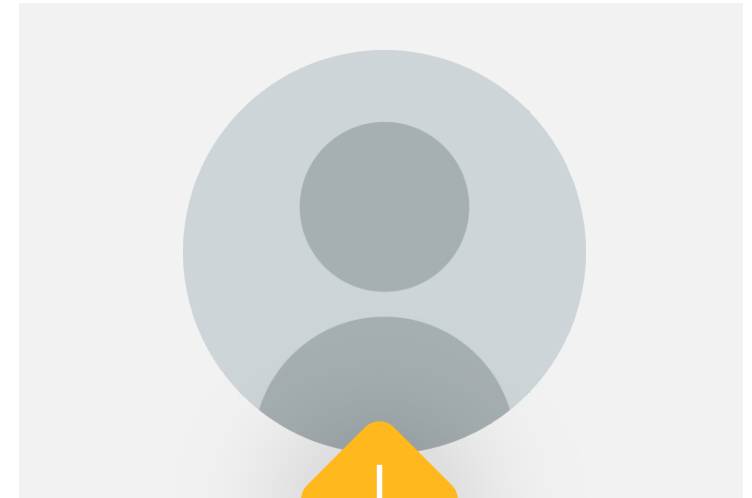
November 2025



Tina Glass
Front Desk Administrator
Student Experience Division

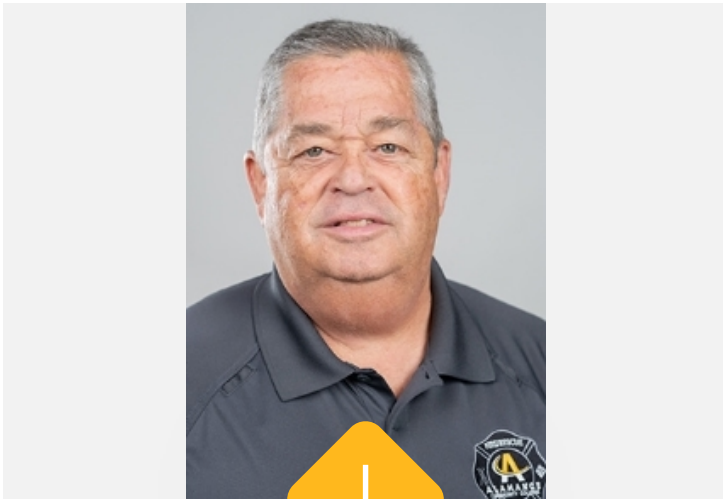


William Coble
FT Sworn Public Safety Officer
President's Office

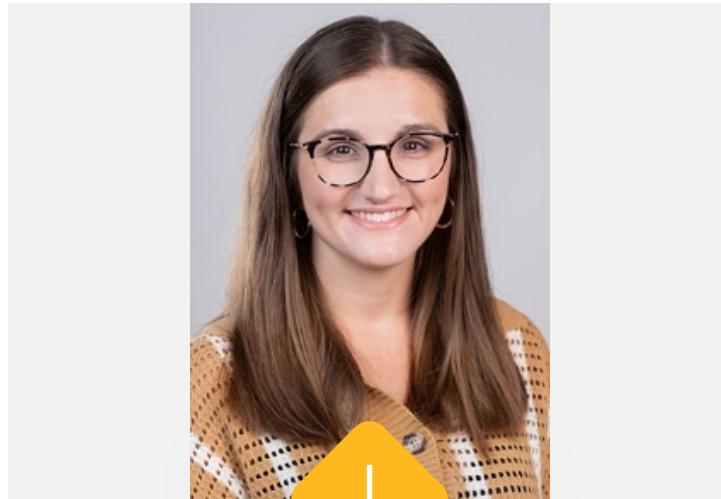


Marion Martin
Nurse Aide Instructional Staff
Student Learning Division

November 2025



Greg Massey
Fire & Rescue Training Coordinator
Student Learning Division



Deanna Sakin
Executive Administrative Assistant
Student Learning Division

Thank You.





BOARD OF TRUSTEES

Regular Meeting Agenda

November 10, 2025 06:00 PM
Wallace W. Gee Building - Room G222
1247 Jimmie Kerr Road
Graham, NC

Trustees Present:

Mr. James Butler
Dr. Roslyn Crisp
Mr. Powell Glidewell, III
Mr. William Gomory
Ms. Tammy Karnes
Ms. Sylvia Muñoz
Ms. Julie Scott Emmons, Chair
Mr. Ken Walker, Vice Chair
BG (R) Blake Williams
Mr. Walter Britt
Mr. Grant Brooks
Dr. Kenneth Ingle, III, President

Trustees Absent:

Mr. Steve Carter

Also Present:

Ms. Ana Fleeman, Director of Governance and Executive Operations
Ms. Lisa Huffman, Executive Assistant to the President
Dr. Justin Snyder, Senior Vice President of Student Learning and Workforce Development
Ms. Elizabeth Thomas, Senior Vice President of Operations
Ms. Carolyn Rhode, Vice President of Institutional Advancement
Ms. Elizabeth Brehler, Vice President of Student Experience
Ms. Valerie Fearrington, Director of Human Resources
Mr. Thomas Hartman, Associate Vice President of Administrative Services and Facilities
Mr. Frank Longest, Board Attorney
Ms. Ann Snell, Faculty Affairs Committee Chair
Ms. Sarah Hardin, Associate Vice President of Communications and Public Affairs
Mr. Jason Mayer, Associate Vice President of Information Services and Chief Information Officer

Matthew Banko, Associate Vice President of Administrative and Fiscal Services
Ms. Sonya McCook, Vice President of Instruction
Mr. Adam Wade, Associate Vice President, Onboarding and Advising

1. Call to Order

Ms. Emmons called the meeting to order at 6:00 p.m. and welcomed everyone to the meeting.

The Board determined that a quorum was present.

2. Call for Conflicts of Interest

Chair Emmons called for conflicts by reading the following statement:

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Board member has any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

No conflicts of interest or appearances of conflict were noted

3. Presentations

3.a Carolina Student Transfer Excellence Program - CSTEP (Zachary Mathews and Rosario Rojas)

Mr. Mathews and Ms. Rojas presented an overview of Alamance Community College's Co-Admission Programs, which allow students to be admitted or pre-admitted to partner universities while completing their associate degree. These programs provide academic support, university resources, and a smoother transition to four-year institutions. Partner universities include Appalachian State (Aspire), ECU (Pirate Promise), Fayetteville State (Bronco Benefit), NC A&T (Aggie Plus), NC State (C3), UNC Chapel Hill (CSTEP), UNCG (Transfer Promise), and UNCW (PathWays).

Ms. Rojas, an ACC CSTEP alumna and current UNC student, shared her personal experience and success in the program, highlighting the benefits of small class sizes, dedicated advising, and guaranteed admission upon meeting program requirements.

4. Minutes

4.a Recommendation for approval:

4.a.1 Board of Trustees regular meeting, October 13, 2025

Moved By General Williams

Seconded By Mr. Glidewell

Chair Emmons called for a motion to approve the minutes of the Board of Trustees' regular meeting held on October 13, 2025.

Carried

4.b Board of Trustees Committee Minutes

The following committee meeting minutes were also included in the packet for informational purposes.

4.b.1 Building and Grounds Committee meeting, October 8, 2025

4.b.2 Curriculum and Student Engagement Committee, October 9, 2025

4.b.3 Budget and Finance Committee meeting, October 10, 2025

5. Committee Reports

Chair Emmons called for committee reports.

5.a Personnel Committee Report

Dr. Crisp reported that the committee met on November 7, 2025. She shared two informational items.

5.a.1 Recommendation for approval:

5.a.1.1 President's Evaluation Instrument

Dr. Crisp presented the updated President's Evaluation Instrument, noting that the revisions ensure alignment with 1C SBCCC 300.2 and incorporate the President's 2024–25 goals. The structure remains organized by five evaluation categories: General, Budgetary and Financial Matters, Internal/External Relationships, Mission of the College, and Strategic Long Range Planning. Updates primarily include revised wording for clarity, removal of outdated items, and better alignment between evaluation items and the President's annual goals. Although this item is listed as an

action, it is asked this instrument come to the board as an informational item for ample time for review and will be considered as an action item at the January 2026 meeting.

5.a.2 Update to President's Goals

Dr. Ingle provided an update on progress toward his 2025 presidential goals. He reported the completion of the Public Safety Training Center and other renovation projects, with technology upgrades expected by spring. Communication across campus has strengthened through bi-weekly newsletters, Coffee with Ken sessions, and new email updates. Several leadership and professional development programs have been implemented to enhance collaboration and employee engagement.

Dr. Ingle highlighted ongoing collaboration with the Board of Trustees through regular meetings and the planned strategic retreat in April 2026. He shared extensive community engagement, including multiple articulation agreements with four-year institutions, new K-12 partnerships, and participation in numerous events and employer meetings to strengthen workforce connections.

Institutional progress includes a 7% increase in curriculum FTE, improved retention and completion rates, balanced fiscal performance, and several new grants and partnerships totaling over \$3 million. The College launched new advising models, student support initiatives, and academic programs in high-demand fields such as Artificial Intelligence, Health Sciences, and Veterinary Technology. Efforts continue to streamline onboarding, expand data-driven decision-making, and align programs with workforce and community needs.

5.a.3 Employment Report October 2025

Dr. Crisp presented the Workforce Analysis (Full-Time) report, which outlined employee demographics by occupational category, age, and gender. The total full-time workforce includes 263 employees, with a majority aged 40 and over. Females represent a higher proportion than males across most categories. The racial and ethnic breakdown shows the majority of employees identifying as White, followed by African American, with smaller representations from other groups.

5.b Building and Grounds Committee Report

Mr. Gomory shared that the committee met on November 5, 2025. He presented one action item and four informational items.

5.b.1 Recommendation for approval:

5.b.1.1 Revised 3-1: Project Budget Amendment for Veterinary Medical Technician Barn Project

Mr. Gomory presented the North Carolina Community College System Capital Improvement Project Approval - Amended #1 for Alamance Community College's Veterinary Medical Technician Instructional Barn Project (NCCCS Project No. 2835). He explained that the amendment reflects a budget increase of \$600,000 based on revised construction estimates provided by Hobbs Architects following a new programming and budget study. To address cost constraints, the project scope has been reduced to a 1,734 square foot, one-story facility containing a veterinary teaching laboratory, office, restrooms, and canine/feline holding areas.

This action item as comes to the Board of Trustees as a motion from the committee and does not require a second. Motion passed by unanimous vote.

Carried

5.b.2 Capital project summary report

Mr. Gomory provided an update on bond and capital improvement projects. He reported that the Public Safety Training Center at Green Level is fully operational, with only minor punch list items remaining before final approval. The Burlington site burn prop design and layout have been confirmed, with construction components expected to be completed by June 2026 and installation by August 2026. The Campus Exterior Wayfinding Project signage is in fabrication and expected to be installed by year's end. The Veterinary Medical Technology Barn Project is progressing toward construction in May 2026, and the Third Floor Biotechnology COE Upfit is anticipated to start early 2026, finishing by August 1. The Tech Infrastructure Replacement Project remains on track for January 2026 completion, while cabling and wireless improvements are pending final pricing. There were no new capital improvement projects under \$50,000 approved this period.

5.b.3 Capital project budget update for October 2025
Mr. Gomory presented the FY 2026 Capital Project Budget to Alamance Community College's Buildings and Grounds Committee as of October 1, 2025. The 2025 unspent county allocation of \$152,850 had \$149,861 remaining. The FY 2026 county capital budget of \$536,000 included renovations, roofing, pressure washing, soffit and carpet work, and chiller replacement, leaving \$476,150. County-State-Federal projects totaled \$29.7 million, with \$2.07 million unspent, while non-county projects of \$7.2 million had \$6.04 million uncommitted or unexpended. Total capital projects were \$37.6 million, with \$8.74 million remaining and \$2.08 million available for future projects.

5.b.4 Open end designer contract agreements
Mr. Gomory provided an informational update on Open-End Design Agreements (OEDAs), which allow the College to engage designers and engineers for limited services on informal capital projects. He explained that ACC previously entered into ten such agreements in August 2023 for one-year terms and recently issued new Requests for Proposals (RFPs) in August 2025 for the next cycle covering November 2025 through October 2026, with an option to extend through October 2027. In response to the RFP, the College received 38 proposals, which were reviewed and scored to identify the top ten firms representing various disciplines, including architecture, engineering, landscape design, and structural expertise. Mr. Gomory noted that these agreements streamline project planning, reduce procurement time, and ensure qualified professionals are available for projects under \$300,000. The selected firms include ThoughtCraft, LS3P, Boomerang Design, WHN, Smith Sinnett, RVE, SKA, Timmons Group, Westcott Small, and Atlas Engineering.

5.b.5 Capital project amendments/contracts signed by the President
Mr. Gomory reported on capital improvement project contracts and amendments signed by the President. He noted that two contracts were executed on October 17, 2025, for the AATC Chiller Replacement Project. The first, with AC Corporation, covers the purchase and installation of a Daiken 80-ton replacement chiller in the amount of \$119,832. The second, with Hoffman Mechanical, provides for chiller controls installation at a cost of \$2,172.

5.c Budget and Finance Committee Report
Mr. Glidewell shared that the committee met on November 7, 2025. He

presented one action item and one informational item.

5.c.1 Recommendation for approval:

5.c.1.1 Fiscal Year 2026 Budget (Form DCC 2-1)

Ms. Thomas reviewed the College's FY 2025–26 budget, which totals \$55,008,306, not including capital improvement projects. The budget is comprised of \$38,152,684 in state funding, \$4,877,822 from county appropriations, and \$11,977,800 from institutional sources. Key expenditures include Curriculum Instruction (\$16.4 million), Institutional Support (\$8.6 million), Continuing Education (\$6.2 million), Student Support (\$4.3 million), Academic Support (\$3.5 million), and Plant Operations and Maintenance (\$4.2 million). She also reported that the College's capital improvement budget amounts to \$9.3 million, supported by state, county, and institutional funds for ongoing facility construction and renovation initiatives.

This action item as comes to the Board of Trustees as a motion from the committee and does not require a second. Motion passed by unanimous vote.

Carried

5.c.2 Finance Report for October 2025

Ms. Thomas presented the Budget and Financial Report for the month ending October 31, 2025. She noted that the College's overall budget remains strong, supported by increased enrollment and sufficient institutional reserves to cover unexpected expenses.

Exhibit A (State Accounting Fund) shows 29.24% of the state budget expended with 33% of the year completed, reflecting strong fiscal performance. Continuing Education course offerings increased by 15%, resulting in a corresponding rise in estimated FTEs. Exhibit B (County Accounting Fund) indicates that 31.34% of county funds have been spent, keeping the College on track for a balanced budget. Exhibit C (Institutional Accounting Fund Summary) confirms that institutional funds remain available to support needs not covered by state or county sources. Exhibit D (Institutional Fund Detail) shows \$5.5 million spent year-to-date, primarily on financial aid and construction projects. Ms. Thomas noted that all negative program balances are planned and relate to reimbursements from

financial aid, grants, or capital projects.

5.d Curriculum and Student Engagement Committee Report

General Williams shared the committee met on November 6, 2025 and presented four action items.

5.d.1 Recommendation for approval:

5.d.1.1 National Student Clearinghouse Completion

Report Dr. Snyder presented the 2025 National Student

Clearinghouse (NSC) Completion Rates Report. Alamance Community College (ACC) uses the NSC Total Student Completion Rate as its key indicator for SACSCOC reporting, with a minimum acceptable performance level of 48% and a target goal of 50%. The 2025 report shows ACC's six-year completion rate has remained stable over the last three cohorts, varying by only 1.2 percentage points. The 2017 cohort achieved a 49% completion rate—above the minimum threshold but slightly below the target. ACC's completion rates continue to exceed the national average, showing a total gain of 6.75 percentage points since the 2011 baseline of 41.9%. The Curriculum and Instruction Committee reviews these performance levels annually to ensure continued progress toward student success and accreditation standards.

This action item as comes to the Board of Trustees as a motion from the committee and does not require a second. Motion passed by unanimous vote.

Carried

5.d.1.2 Revision to Policy 4.1.9 - Minimal Acceptable Level, Performance Target – Total Student Completion Rate

Dr. Snyder reported that SACSCOC requires accredited institutions to track and publish completion rates. ACC's internal review committee last recommended minimum and target completion rates in April 2021, and these were incorporated into Policy 4.1.9. A report with updated six-year comparison data was shared with the Curriculum and Student Engagement Committee and Board in August 2024, and the table has since been updated while the minimum and target rates remain unchanged. An annual

update to the table in Policy 4.1.9 is required to remain compliant, and if the internal review committee decides to revise the minimum and target rates.

This action item as comes to the Board of Trustees as a motion from the committee and does not require a second. Motion passed by unanimous vote.

Carried

5.d.1.3 College Calendar 2026-2028

General Williams presented the January 2026–July 2028 Academic Calendar, outlining key dates and deadlines for faculty, staff, and students, including term start and end dates, holidays, and workdays. The Calendar Committee develops the academic and college calendar in accordance with NCCCS Administrative Code requirements, ensuring adequate instructional days and alignment with state mandates. The Committee also coordinates student and faculty breaks, while the Director of Human Resources designates college holidays and mandatory staff leave days in December to ensure consistency. The proposed calendar recommendations are being submitted to the President and Board of Trustees for approval of semester start and end dates, designated holidays, and mandatory leave days.

This action item as comes to the Board of Trustees as a motion from the committee and does not require a second. Motion passed by unanimous vote.

Carried

5.d.1.4 New Program: Forensic Accounting and Fraud Examination Associate in Applied Science

General Williams presented a proposal to add the Forensic Accounting and Fraud Examination Associate in Applied Science (AAS) program at Alamance Community College. The new program includes three new courses: Forensic Accounting & Cybersecurity (ACC-249), Fraud Examination (ACC-267), and Information Systems & Internal Controls (ACC-268), with all other courses already offered at ACC. The program is designed to enhance student success, provide

transfer opportunities, and meet growing workforce demand in forensic accounting and fraud prevention. Market data indicates significant industry growth with forensic accounting projected to increase between 7 to 8 percent annually through 2033. The proposal was developed with input from curriculum faculty, department heads, and deans, and vetted through the Curriculum & Instruction Committee. College administration requested approval of the new AAS program to prepare work-ready graduates and address regional and national employment trends.

This action item as comes to the Board of Trustees as a motion from the committee and does not require a second. Motion passed by unanimous vote.

Carried

6. Other Reports

6.a SGA Report

Chair Emmons noted that Ms. Hackney, Student Government President, was unable to attend the meeting; however, she provided a written update included in the meeting packet.

6.b Chair's Report

Chair Emmons presented two informational items.

6.b.1 Report of Ethics Education due dates and Statement of Economic Interest (SEI) filings

Chair Emmons presented the Report of Ethics Education and SEI filings. Trustees were asked to review the report to stay informed of their individual status and upcoming due dates related to required ethics education and Statement of Economic Interest (SEI) filings.

6.b.2 February 2026 Board of Trustees Regular Meeting rescheduled to Thursday, February 12, 2026.

6.c Faculty Affairs Committee Report

Ms. Snell reported that ACC's Systems Security (Cybersecurity) program was ranked #2 nationally in the Cybersecurity Guide's 2026 rankings, recognizing its Center of Academic Excellence designation and affordability. The Early

Childhood Education department hosted its first NC Prospective Teacher Event on November 5, connecting students with transfer institutions and highlighting the NC Teaching Fellows Program, which offers scholarships of up to \$10,000 for future North Carolina teachers. Ms. Snell and Chris Swinton attended the Business Analytics Summit at Elon University, which explored how AI is transforming business analytics. She also shared updates from Graphic Design, where students are collaborating with Botanist and Barrel on a client-based project using a new design firm model that pairs junior and senior designers in teams working through Figma, strengthening collaboration and professional skills. On November 4, Chef Wanless taught a class of 20 high school students at the ABSS CTEch Culinary Program, where students made fresh pasta with marinara sauce. Ms. Snell and Tiffanie King are working to recruit more CTEch students with culinary interests to ACC's Culinary program. Additionally, Ms. Snell celebrated the success of ACC's cosmetology apprenticeship students, who earned 1st place in the Hair Showcase with their "Psychedelic Disco" design, 4th place in Fantasy Hair and Makeup ("Under the Sea"), and 5th place in the Anything But Hair category at the State Fair, competing against more than 200 students statewide.

6.d President's Report

Dr. Ingle presented two informational items.

6.d.1 Small Business Center Annual Report update (Phydesia Lewis)

Ms. Lewis presented the 2024–2025 Small Business Center Annual Report, which highlighted the Center's efforts over the past year to support small business growth through education, training, and counseling services. The report reflected significant progress in performance metrics, community engagement, and economic impact. The Center hosted 89 entrepreneurship events, an 11% increase from the previous year, with 1,030 attendees, marking a 7% rise. It also served 133 individual clients, a 4% increase, and provided 271 counseling hours, representing a 15% increase. The economic impact was notable, with 11 new business starts (a 57% increase), 46 jobs created (a 557% increase), and 39 jobs supported (a 129% increase).

6.d.2 Small Business Center Success Stories

Ms. Lewis presented the agenda item on Small Business Center Success Stories, sharing two promotional videos titled Woodside Farm and Upside Aerial. The videos highlighted successful local entrepreneurs who benefited from the support and resources provided by the Small Business Center.

- 6.d.3 Fall 2024- Fall 2025 Curriculum Enrollment | Annual Continuing Education Enrollment Update (Dr. Snyder | Ms. Brehler)
Dr. Snyder reported the Fall 2024 to Fall 2025 Curriculum and Workforce Development enrollment update. Workforce Development saw decreases in course sections (667 to 611, -8.4%), unduplicated headcount (3,700 to 3,353, -9.4%), and estimated FTE (418 to 386, -7.8%). Student Learning experienced growth in course sections (857 to 903, 5.1%), unduplicated headcount (4,769 to 5,145, 7.3%), and estimated FTE (1,775 to 1,935, 8.3%). Overall, total course sections slightly declined (1,524 to 1,514, -0.7%), total headcount remained steady (8,469 to 8,498, 0.3%), and total estimated FTE increased (2,193 to 2,321, 5.5%).
- 6.d.4
- 6.d.5
- 6.d.6

7. Handouts

2026 Commencement: May 15, 2026 at 3:00 p.m. & 7:00 p.m., to be held at Lamb's Chapel, 3539 Alamance Rd., Burlington, NC 27215

Public Officials' Breakfast: December 3, 2025, 7:30 a.m., Alamance Community College

Cyber Security Program Ranked #2 in The Nation

8. Announcements

Chair Emmons directed the trustees to review the following announcements.

- 8.a ACCT National Legislative Summit: February 8-11, 2026 (Washington DC)
- 8.b Board Planning Session: April 17, 2025, 7:30am, Alamance Country Club, 3007 N Fairway Drive Burlington, NC 27215
- 8.c April 2026 Board of Trustees Regular meeting: April 17, 2025, 11:30am, Alamance Country Club, 3007 N Fairway Drive Burlington, NC 27215
- 8.d 2026 NCACCT Law-Legislative Seminar: April 22-24, 2026, at the Hilton Embassy Suites, Raleigh/Research Triangle
- 8.e 2026 Commencement: May 15, 2026 at 3:00 p.m. & 7:00 p.m., to be held

at Lamb's Chapel, 3539 Alamance Rd., Burlington, NC 27215

8.f Public Officials' Breakfast: December 3, 2025, 7:30 a.m., Alamance
Community College

9. Adjournment

Having no further business to discuss, Chair Emmons called for a motion to adjourn the meeting. A motion was made by Mr. Gomory and seconded by Dr. Crisp. The meeting adjourned at 7:22 pm.

Kenneth Ingle, Ed.D. President & Secretary to the Board of Trustees



Committee Members Present:

Kenneth Ingle, III, Secretary to the Board of Trustees
William Gomory, Chair
Walter Britt
Steve Carter
Powell (Pete) Glidewell, III

Committee Members Absent:

Also Present:

Elizabeth Thomas, Senior Vice President of Operations
Ana Fleeman, Director of Governance and Executive Operations
Stephanie Waters, Finance Coordinator
Thomas Hartman, Associate Vice President of Administrative Services & Facilities

1. Call to Order

Mr. Gomory called the meeting to order at 9:02 a.m. and welcomed everyone to the meeting.

The Committee determined that a quorum was present.

2. Call for Conflicts of Interest

Mr. Gomory called for conflicts by reading the following statement:

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Board member has any known conflict of interest or appearance of conflict with respect to any matters coming before the committee today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

No conflicts of interest or appearances of conflict were noted.

3. Action Items

3.a Revised 3-1: Project Budget Amendment for Veterinary Medical Technician Barn Project

Mr. Hartman presented the North Carolina Community College System Capital Improvement Project Approval – Amendment #1 for Alamance Community College’s Veterinary Medical Technician Instructional Barn Project (NCCCS Project No. 2835). He reported that the amendment is necessary due to updated cost estimates from Hobbs Architects, which indicate a \$600,000 increase in construction costs despite efforts to reduce scope. A revised programming and budget study resulted in a downsized design consisting of a 1,734-square-foot, one-story facility that will include a veterinary teaching laboratory, office space, restrooms, and canine/feline holding areas.

Following general discussion, Mr. Gomory called for a motion to recommend the approval of the Revised 3-1: Project Budget Amendment for Veterinary Medical Technician Barn Project as presented. Mr. Carter moved, and Mr. Glidewell seconded. Motion passed by unanimous vote.

4. Informational Items

4.a Capital project summary report

Mr. Hartman provided the November 2025 update on bond and capital improvement projects. He shared that the Public Safety Training Center in Green Level is now fully operational, with only a few remaining punch list items pending final sign-off from State Construction and NCDEQ. At the Burlington site, additional coordination meetings were held in October with the contractor and Forge Fire to finalize the design and layout of the burn structure. Current projections show engineering completion by December 2025, with fabrication completed by June 2026 and installation between mid-July and mid-August 2026.

Under capital projects, Mr. Hartman noted that campus exterior signage is being fabricated and should be installed before the end of the year. The Veterinary Medical Technology Barn Project is on schedule for bidding in spring 2026 and construction beginning in May 2026. The Third Floor Biotechnology Center of Excellence Upfit is expected to go to bid later this month with construction starting early next year. The Tech Infrastructure Replacement Project remains on schedule for January 2026 completion, with cabling and wireless upgrades awaiting final pricing. No capital improvement projects under \$50,000 were approved this period.

4.b Capital project budget update for October, 2025

Ms. Thomas shared the capital project budget update for October 2025 and highlighted the information provided in the packet.

Ms. Thomas presented the Fiscal Year 2026 Capital Project Budget to Alamance Community College's Buildings and Grounds Committee as of October 1, 2025. The 2025 unspent county allocation of \$152,850 had \$149,861 remaining. The FY 2026 county capital budget of \$536,000 included campus renovations, roofing maintenance, building pressure washing, soffit sealing, carpet replacement, chiller replacement, and an uncommitted allocation, leaving \$476,150. County-State-Federal projects totaled \$29.7 million, with \$2.07 million unspent, mainly in the Public Safety Training Center. Non-county projects totaled \$7.2 million, with \$6.04 million uncommitted or unexpended, including wayfinding, Veterinary Medical Technician Center, technology infrastructure, and BioTech Center improvements. Total capital projects were \$37.6 million, with \$8.74 million remaining, leaving \$2.08 million available for future projects.

4.c Open end designer contract agreements

Mr. Hartman provided an informational report on Open-End Design Agreements (OEDAs), which allow community colleges to retain qualified architectural and engineering firms for small-scale, informal capital projects. He explained that these agreements help expedite project planning and reduce the need for repeated designer solicitations. Alamance Community College previously entered into ten OEDAs in August 2023 and, following the expiration of those contracts, issued new Requests for Proposals (RFPs) in August 2025 for agreements covering November 2025 through October 2026, with an optional one-year extension through October 2027.

Mr. Hartman shared that 38 proposals were received and evaluated using standardized scoring criteria. The top ten firms selected represent a range of expertise, including architecture, MEP engineering, civil and landscape design, and structural/building envelope work. The selected firms are ThoughtCraft, LS3P, Boomerang Design, WHN Architects, Smith Sinnett, RVE Engineers, SKA Consulting Engineers, Timmons Group, Westcott Small & Associates, and Atlas Engineering. He emphasized that these partnerships will enhance the College's efficiency in managing upcoming informal capital projects while ensuring access to highly qualified design professionals.

4.d Capital project amendments/contracts signed by the President

Mr. Hartman presented an update on capital improvement project contracts and amendments authorized by the President. He reported that two contracts were signed on October 17, 2025, in connection with the AATC Chiller Replacement Project. The first contract, with AC Corporation, includes the purchase and installation of a Daiken 80-ton replacement chiller totaling \$119,832. The second contract, with Hoffman Mechanical, covers the addition and installation of chiller controls in the amount of \$2,172.

5. Other Business

6. Adjournment

Having no further business to discuss, the meeting adjourned at 9:45 am.



Committee Members Present:

Dr. Kenneth Ingle, Secretary to the Board of Trustees
BG (R) Blake Williams, Chair
Sylvia Muñoz

Committee Members Absent:

Grant Brooks

Also Present:

Dr. Justin Snyder, Senior Vice President of Student Learning and Workforce Development
Sonya McCook, Vice President of Instruction
Stephanie Waters, Finance Coordinator

1. Call to Order

General Williams called the meeting to order at 10:00 a.m.

He welcomed everyone to the meeting.

2. Call for Conflicts of Interest

General Williams called for conflicts of Interest by reading this statement:

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Committee member has any known conflict of interest or appearance of conflict with respect to any matters coming before the Committee today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

No conflicts were identified

3. Action Items

3.a National Student Clearinghouse Completion Report (VP McCook)

Dr. Snyder presented the 2025 National Student Clearinghouse (NSC) Completion Rates Report. Alamance Community College (ACC) uses the NSC Total Student Completion Rate as its key indicator for SACSCOC reporting, with a minimum acceptable performance level of 48% and a target goal of 50%. The 2025 report shows ACC's six-year completion rate has remained stable over the last three cohorts, varying by only 1.2 percentage points. The 2017 cohort achieved a 49% completion rate—above the minimum threshold but slightly below the target. ACC's completion rates continue to exceed the national average, showing a total gain of 6.75 percentage points since the 2011 baseline of 41.9%. The Curriculum and Instruction Committee reviews these performance levels annually to ensure continued progress toward student success and accreditation standards.

3.b Revision to Policy 4.1.9 - Minimal Acceptable Level, Performance Target – Total Student Completion Rate (Dr. Snyder)

Dr. Snyder reported that SACSCOC requires accredited institutions to track and publish completion rates. ACC's internal review committee last recommended minimum and target completion rates in April 2021, and these were incorporated into Policy 4.1.9. A report with updated six-year comparison data was shared with the Curriculum and Student Engagement Committee and Board in August 2024, and the table has since been updated while the minimum and target rates remain unchanged. An annual update to the table in Policy 4.1.9 is required to remain compliant, and if the internal review committee decides to revise the minimum and target rates. Following brief discussion, Ms. Muñoz moved and General Williams seconded that the committee recommend approval of revised Policy 4.1.9 to the Board of Trustees. Motion carried.

3.c College Calendar 2026-2028 (Dr. Snyder)

Dr. Snyder presented the January 2026–July 2028 Academic Calendar, outlining key dates and deadlines for faculty, staff, and students, including term start and end dates, holidays, and workdays. The Calendar Committee develops the academic and college calendar in accordance with NCCCS Administrative Code requirements, ensuring adequate instructional days and alignment with state mandates. The Committee also coordinates student and faculty breaks, while the Director of Human Resources designates college holidays and mandatory staff leave days in December to ensure consistency. The proposed calendar recommendations are being submitted to the President and Board of Trustees for approval of semester start and end dates, designated holidays, and mandatory leave days. Following discussion, General Williams moved and Ms. Muñoz seconded that the committee

recommend approval of the January 2026-July 2028 college calendar to the Board of Trustees. Motion carried.

3.d New Program: Forensic Accounting and Fraud Examination Associate in Applied Science (VP McCook)

Ms. McCook presented a proposal to add the Forensic Accounting and Fraud Examination Associate in Applied Science (AAS) program at Alamance Community College. The new program includes three new courses: Forensic Accounting & Cybersecurity (ACC-249), Fraud Examination (ACC-267), and Information Systems & Internal Controls (ACC-268), with all other courses already offered at ACC. The program is designed to enhance student success, provide transfer opportunities, and meet growing workforce demand in forensic accounting and fraud prevention. Market data indicates significant industry growth with forensic accounting projected to increase between 7 to 8 percent annually through 2033. The proposal was developed with input from curriculum faculty, department heads, and deans, and vetted through the Curriculum & Instruction Committee. College administration requested approval of the new AAS program to prepare work-ready graduates and address regional and national employment trends. Following discussion, Ms. Muñoz moved and General Williams seconded that the committee recommend to the Board of Trustees approval of the Forensic Accounting and Fraud Examination Associate in Applied Science (AAS). Motion carried.

4. Informational Items

5. Other Business

6. Adjournment

Having no further business to discuss, the meeting adjourned at 10:15 a.m.



Committee Members Present:

Kenneth Ingle, III, Secretary to the Board of Trustees
Powell (Pete) Glidewell, III, Chair
Tammy Karnes
Ken Walker

Committee Members Absent:

Steve Carter

Guests:

Also Present:

Elizabeth Thomas, Senior Vice President of Operations
Stephanie Waters, Finance Coordinator

1. Call to Order

Mr. Glidewell called the meeting to order at 9:30 a.m. and welcomed everyone to the meeting.

The Committee determined that a quorum was present.

2. Call for Conflicts of Interest

Mr. Glidewell called for conflicts by reading the following statement:

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Board member has any known conflict of interest or appearance of conflict with respect to any matters coming before the committee today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

No conflicts of interest or appearances of conflict were noted.

3. Action Items

3.a Fiscal Year 2026 Budget (Form DCC 2-1)

Ms. Thomas presented the College's FY 2025–26 budget, totaling \$55,008,306 excluding capital improvement projects. Revenue sources include \$38,152,684 in state funds, \$4,877,822 in county appropriations, and \$11,977,800 in institutional funds. Major expenditure categories include Curriculum Instruction (\$16.4 million), Institutional Support (\$8.6 million), Continuing Education (\$6.2 million), Student Support (\$4.3 million), Academic Support (\$3.5 million), and Plant Operations and Maintenance (\$4.2 million). She noted that the College's capital improvement budget totals \$9.3 million, funded through state, county, and institutional sources, supporting ongoing construction and renovation projects.

Following a thorough review of the budget, the committee recommended presenting the budget to the Board of Trustees with the following considerations:

- Begin with the summary page that includes purpose codes for clarity.
- Provide parenthetical explanations for each budget category to aid understanding.
- Highlight that the College is maintaining state-funded salaries at or below 85% of the total state budget allocation.
- Clarify that the header dates on Form DCC-2-1 reference incorrect fiscal years and cannot be modified, as the template was provided by the North Carolina Community College System Office.

Following discussion, Mr. Walker moved and Ms. Karnes seconded that the committee recommend Board approval of the Fiscal Year 2026 Budget (Form DCC 2-1) as presented. Motion carried.

4. Informational Items

4.a Financial Report for October 2025

Ms. Thomas presented the Budget and Financial Report for October 31, 2025, noting that the College's budget remains strong, supported by increased enrollment and adequate reserves. Exhibit A (State Fund) shows 29.24% of the budget spent with 33% of the year complete,

reflecting strong fiscal performance, and Continuing Education FTEs increased by 15%. Exhibit B (County Fund) indicates 31.34% of funds spent, keeping the budget on track. Exhibit C (Institutional Fund Summary) confirms that institutional funds remain available for needs beyond state or county support, while Exhibit D (Institutional Fund Detail) shows \$5.5 million spent year-to-date, primarily on financial aid and construction projects. Ms. Thomas noted that all negative program balances are planned and relate to reimbursements from financial aid, grants, or capital projects. Mr. Glidewell requested that on Exhibit D, the Beginning Date column reference July 1, 2025, going forward. Ms. Thomas said she would update the report to reflect the date.

5. Other Business

Mr. Glidewell announced that the next meeting of the Budget and Finance Committee will be held on January 9, 2026, at 9:30am. He also shared that a recommendation from the ad hoc Naming Committee, which comprises ACC Foundation and Board of Trustees representatives, will be presented in January.

6. Adjournment

Having no further business to discuss, the meeting adjourned at 10:15 a.m.



Committee Members Present:

Mr. James Butler
Dr. Roslyn Crisp, Chair
BG (R) Blake Williams
Dr. Kenneth Ingle, Secretary to the Board of Trustees

Committee Members Absent:

Also Present:

Ms. Elizabeth Thomas, Senior Vice President of Operations
Ms. Valerie Farrington, Director of Human Resources
Stephanie Waters, Finance Coordinator

1. Call to Order

Dr. Crisp called the meeting to order at 11:00 a.m. and welcomed everyone to the meeting.

The Committee determined that a quorum was present.

2. Call for Conflicts of Interest

Dr. Crisp called for conflicts by reading the following statement:

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Board member has any known conflict of interest or appearance of conflict with respect to any matters coming before the committee today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

No conflicts of interest or appearances of conflict were noted.

3. Action Items

3.a President's Evaluation Instrument

Dr. Ingle presented the updated President's Evaluation Instrument,

noting that the revisions ensure alignment with 1C SBCCC 300.2 and incorporate the President's 2025 goals. The structure remains organized by five evaluation categories: General, Budgetary and Financial Matters, Internal/External Relationships, Mission of the College, and Strategic Long Range Planning. Dr. Ingle reported that the proposed updates primarily involve removing duplicate questions and those unrelated to trustees' responsibilities. The intent is to shift toward a metrics-driven evaluation process, with a new tool to be developed after the 2025 evaluation concludes in February 2026. He also noted that evaluation forms from peer community colleges were reviewed to inform the revisions. Although the changes were listed as a voting item on the agenda, Dr. Ingle suggested they could be presented as informational at the November 10th Board of Trustees meeting and formally voted on in January 2026. Following discussion, General Williams recommended that the committee forward the proposed revisions to the Board of Trustees for review. Mr. Butler added that any metrics-based goals from Dr. Ingle's 2025 plan should be highlighted for trustees as examples of the type of data-driven goals to be adopted going forward.

Following the review of the 2025 President's Evaluation Form and Update to President's Goals, Ms. Thomas and Ms. Fearrington joined the meeting.

4. Informational Items

4.a Update to President's Goals

At the request of the committee, Dr. Ingle briefly reviewed his goals that referenced measurable outcomes.

4.b Employment Report for October 2025

Dr. Ingle presented the Workforce Analysis (Full-Time) report, which outlined employee demographics by occupational category, age, and gender. The total full-time workforce includes 263 employees, with a majority aged 40 and over. Females represent a higher proportion than males across most categories. The racial and ethnic breakdown shows the majority of employees identifying as White, followed by African American, with smaller representations from other groups. Dr. Ingle reported a decline in employee turnover and highlighted the strength of recent hires. He shared that a presentation showcasing newly hired employees will be provided to the Board of Trustees at the January 2026 meeting, and a reception is being planned for the trustees and new employees. Additionally, Dr. Ingle noted that salary expenditures continue to remain stable, accounting for approximately 82–85% of the College's total state budget allocation.

5. Other Business

6. Adjournment

Having no further business to discuss, the meeting adjourned at 11:18 a.m..



20252024-25 PRESIDENT'S EVALUATION FORM

Formatted: Font: 21 pt, Highlight

DIRECTIONS: Listed below are statements concerning the actions, characteristics, and qualities that may describe the president of Alamance Community College. To the right of each statement, circle your estimate of how adequately the characteristic is carried out by the president of Alamance Community College. This evaluation is presented in five areas: *General, Budgetary and Financial Matters, Internal/External Relationships, Mission, and Strategic Long Range Planning.*

The rating scale is as follows:

- 5 **Superior**
- 4 **Above Average**
- 3 **Average**
- 2 **Below Average**
- 1 **Poor**
- N/O **No Opinion**

If you are unable to rate a particular area, please select N/O indicating no opinion (i.e., if no disciplinary action has been taken against an employee, it would be unfair to rate how the employee would handle it). Also, please identify in the space provided any question(s) you believe should be removed from the form for future evaluations.

GENERAL

No.	Question	Rating							Value of Question	Goal*	Regulation** SBCCC 300.2
		5	4	3	2	1	N/O				
1.	Ably represents the college and board at local and state levels.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)
2.	Is perceived by the reviewer (Board of Trustees member) as a community leader.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)
3.	Maintains high academic and instructional standards. by supporting administrators responsibly.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,9	(1),(2)(A),(4)
4.	Encourages faculty efforts to use innovative teaching techniques.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,9	(6)
5.	Hires and promotes qualified faculty and staff personnel as measured by student performance, accreditation requirements, and other relevant factors.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	9c.5a	(4)
6.	Promotes the effort of administrators to maintain high staff morale through open communication.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,4	(4)
7.	Provides effective and appropriate leadership to advance diversity and to develop a culture of inclusion and respect within the entire ACC community.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,4	(4),(6)
8.	Demonstrates ability to lead in marketing the institution to create a greater public awareness of opportunity for the citizens.							N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	

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9.	Demonstrates and expects the highest standards of ethical behavior.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6	(3)
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BUDGETARY AND FINANCIAL MATTERS

No.	Question	Rating						Value of Question	Goal*	Regulation**
11.	Is knowledgeable about the budget-making process, college funding sources, and state regulations and procedures controlling the college's finances.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6,8	(5)
12.	Ensures the fiscal integrity of the college budgeting process by ensuring sufficient through financial controls and audit procedures that align with local, state, and federal requirements are in place and monitoring the budget to make sure the college is meeting its financial and budgetary goals for the year.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6,8	(5)
13.	Approves the use of funds for projects that enable the college to best meet its strategic plan and stated educational goals and objectives.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	9	(5)
14.	Provide leadership to acquire non-state revenue (i.e., grants, gifts) to supplement the College's appropriations.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6	(5)
15.	Provide leadership for capital improvement activities (i.e., building, grounds, and infrastructure improvements). Ensured the bond construction project(s) was completed on schedule and aligned with Board-directed design standards, and effectively communicated progress through monthly reports.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	1	(5)

INTERNAL AND EXTERNAL RELATIONSHIPS

No.	Question	Rating						Value of Question	Goal*	Regulation**
16.	Understands the policies of the board and carries them out.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	3	(2)(A)
17.	Ensures that enough information is given to the board so that prudent decisions can be made.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	-3	(2)(A)
18.	Makes sure information is given to the board soon enough to be read and understood.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	-3	(2)(A)
19.	Is honest in his dealings with the board.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	3	(2)(A),(3)
20.	Keeps the board informed on matters important to the college and seeks counsel from board members , including major issues facing community colleges, both nationally and regionally.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	3	(2)(A)
21.	Seeks the advice, counsel, and expertise of individual board members to carry out policies.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	-3	(2)(A)
22.	Shows sensitivity to student, faculty, and staff concerns.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2	(1),(2)(A),(3)

23.	Is active in community activities and organizations to gain visibility for the college, to present the college's needs to the community, and to understand the community's needs for the college.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)
24.	Pursues close working relationships with local officials and North Carolina Community College System leadership. <u>Builds strong relationships with local officials and NCCCS leadership, maintaining effective communication with public schools, private schools, and higher education institutions to promote collaboration.</u>	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4,6	(2)(B)
25.	Maintains effective communication with the local public school system, private schools, and other higher education institutions to promote coordination and cooperation.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	-4	(2)(B)
26.	Encourages the use of college facilities by community groups.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	-4	(2)(B)
27.	<u>How effectively has the president built strategic partnerships and engaged with external stakeholders to support student success, workforce development, and institutional visibility?</u>	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)

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MISSION OF COLLEGE

No.	Question	Rating						Value of Question	Goal*	Regulation**
27.	Encourages the continuing examination of the philosophy and purposes of the college.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,4,7	(1)
28.	Ensures that the college operates according to its philosophy, mission, and goals.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,4	(1)
29.	Makes and encourages others to make the philosophy, mission, and goals of the college known to citizen groups in the total community.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,4	(2)(B)
30.	Develops and improves programs <u>for business and industry</u> , and ensures the college plays a vital role in economic development.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6,7,9	(2)(B),(6)

STRATEGIC LONG RANGE PLANNING

No.	Question	Rating						Value of Question	Goal*	Regulation**
31.	Encourages efforts to develop innovative curricula to meet local needs.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	9	(6)
32.	Encourages efforts to develop a sense of community and shared interests and purposes in the college.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,5,8	(1),(2)(A), (2)(B)
33.	Promotes the planning of changes in the college in a productive manner.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	-1,5,9	(1),(6)

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34.	Makes sure that strategic priorities are consistent and appropriate for the mission and goals of the institution and are meeting the needs of the community.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	5,6	(1),(6)
35.	Promotes diversity and inclusiveness within the College community.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2	(2)(A), (2)(B)

In your opinion what action(s) could the president take that would improve the college:

If you rated a statement as "N/O" (No Opinion), please indicate the corresponding statement number and reason for using this rating.

DRAFT



* ~~2025~~2024-25 Goals for President

Commented [1]: updating goals, see original document for updates before we add to this document.

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1. **Ensure the College adheres to the established timeline for bond construction projects, incorporating cutting-edge design elements as directed by the Board of Trustees.**
 - a. Complete 100% of bond construction projects on schedule as outlined in the timeline.
 - b. Submit monthly progress reports to the Board of Trustees, showing progress towards project milestones.
2. **Collaborate with faculty, staff, and students to cultivate a positive work environment that supports effective teaching and learning.**
 - a. Host quarterly staff/faculty functions and send monthly newsletters to ensure transparent and consistent communication with all college stakeholders.
 - b. Establish college-wide professional development activities that foster increased collaboration and a healthy campus climate.
3. **Foster a strong relationship between the Board of Trustees and the President through ongoing engagement and collaboration.**
 - a. Conduct monthly meetings with Board members and achieve an 85% or higher satisfaction rate on an annual Board survey regarding communication, collaboration, and strategic alignment.
 - b. Facilitate an annual strategic planning retreat for the Board of Trustees to set long-term goals and review progress on institutional priorities.
4. **Serve as a visible and accessible leader, actively engaging with constituents within the College and the broader community, including K-12 entities; four-year colleges and universities; non-profit organizations; government; and the private sector.**
 - a. Establish at least five new partnerships with K-12, four-year institutions, local businesses, or community organizations that support student internships, dual enrollment, or collaborative programs.
 - b. Participate in a minimum of 20 community events, speaking engagements, or media appearances to promote the college and advocate for higher education in the region.
 - c. Conduct at least 10 meetings with local employers to align program offerings with workforce needs and secure internships or job placements for program graduates.
 - d. Engage at the state and national level in efforts to enhance accessibility and funding for community colleges.

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5. **Oversee the College's progress in implementing the Strategic Plan, ensuring timely and measurable outcomes.**
 - a. Measure and improve retention and completion rates for curriculum students.
 - b. Complete ~~67.80~~ % of the annual strategic plan initiatives on time, as documented through a semi-annual strategic plan progress report.
6. **Provide strategic leadership to maintain the College's fiscal integrity, ensuring effective and efficient budget planning to support operational needs.**
 - a. Ensure a balanced budget by the end of the fiscal year, with no more than a 2% variance between budgeted and actual expenditures.
 - b. Secure at least three new public or private partnerships that contribute additional funding or in-kind resources to support college initiatives.
 - c. Cost Management: Identify and implement cost-saving measures that reduce non-instructional expenses by at least 3% without impacting service quality.
7. **Develop and enhance the college's use of data in decision-making and reporting to the Board of Trustees and the larger community.**
 - a. Implement a new institutional data system or dashboard that tracks key performance indicators (KPIs), with 100% of academic and administrative units using the system by the end of the academic year.
8. **Actively support fundraising efforts by the ACC Foundation, leveraging the proven impact of presidential involvement in boosting donor engagement and contributions.**
 - a. Achieve an increase in donations and grants, contributing new revenue through targeted fundraising campaigns and donor engagement.
 - b. Perform an assessment of foundation operations and approach to engage new donors and increase overall funding capacity.
9. **Ensure the effective development of new and existing programs to meet the workforce needs of the community and prepare for evolving workforce needs in the future.**
 - a. Launch at least three new student support initiatives aimed at increasing equity and reducing performance gaps for low-income, minority, or first-generation students.
 - b. Introduce at least two new academic or workforce programs that align with local labor market demands.
 - c. Evaluate current programs to ensure market and community alignment with measurable outcomes.

****State Board of Community Colleges Code (SBCCC)**

1C SBCCC 300.2 EVALUATION OF PRESIDENTS

(a) Methodology and Instrumentality. Each local board of trustees shall evaluate the performance of its president annually. The evaluation instrument and methodology shall be selected by the local board, but the evaluation shall, at a minimum, include the following categories:

- (1) General administration;
- (2) Relationships including:
 - (A) Internal relationships with faculty, staff, students, and trustees; and,
 - (B) External relationships with business and industry, the media, governmental bodies, and the general public;
- (3) Personal attributes;
- (4) Personnel administration;
- (5) Fiscal and facilities administration; and,
- (6) Academic administration.

(b) Reporting Requirements. Prior to June 30 of each year, each college board of trustees shall, in writing, notify the State Board of the following:

- (1) The time period for which its president was evaluated and the date the evaluation was completed;
- (2) Description of the methodology used for the evaluation;
- (3) Certification that the evaluation included a written assessment of the president's performance in each of the categories identified in Paragraph (a) of this Rule;
- (4) Certification that the full board received a copy and discussed the evaluation results and the results were discussed with the president; and,
- (5) Certification that the full board received a copy of and reviewed the president's contract if the president has a contract;
- (6) A listing of board members in attendance at the meeting when the president's evaluation was conducted; and
- (7) Certification that appropriate action, as defined by the local board, has been taken if the president's performance is less than satisfactory in any of the categories identified in Paragraph (a) of this Rule.

(c) If the president has a contract, local boards of trustees shall note in the meeting minutes that they have reviewed the president's contract.

*History Note: Authority G.S. 115D-5; 115D-20;
Eff. September 1, 1993;
Amended Eff. October 1, 2018, October 1, 2006.
Eff. November 5, 2019*



2025 PRESIDENT'S EVALUATION FORM

DIRECTIONS: Listed below are statements concerning the actions, characteristics, and qualities that may describe the president of Alamance Community College. To the right of each statement, circle your estimate of how adequately the characteristic is carried out by the president of Alamance Community College. This evaluation is presented in five areas: *General, Budgetary and Financial Matters, Internal/External Relationships, Mission, and Strategic Long-Range Planning.*

The rating scale is as follows:

- 5 Superior**
- 4 Above Average**
- 3 Average**
- 2 Below Average**
- 1 Poor**
- N/O No Opinion**

If you are unable to rate a particular area, please select N/O indicating no opinion (i.e., if no disciplinary action has been taken against an employee, it would be unfair to rate how the employee would handle it). Also, please identify in the space provided any question(s) you believe should be removed from the form for future evaluations.

GENERAL

No.	Question	Rating							Value of Question	Goal*	Regulation** SBCCC 300.2
		5	4	3	2	1	N/O				
1.	Ably represents the college and board at local and state levels.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)	
2.	Is perceived by the reviewer (Board of Trustees member) as a community leader.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)	
3.	Maintains high academic and instructional standards.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,9	(1),(2)(A),(4)	
4.	Hires and promotes qualified faculty and staff personnel as measured by student performance, accreditation requirements, and other relevant factors.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	9c,5a	(4)	
5.	Demonstrates ability to lead in marketing the institution to create a greater public awareness of opportunity for the citizens.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4		
6.	Demonstrates and expects the highest standards of ethical behavior.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6	(3)	

BUDGETARY AND FINANCIAL MATTERS

No.	Question	Rating							Value of Question	Goal*	Regulation**
		5	4	3	2	1	N/O				
7.	Ensures the fiscal integrity of the college through financial controls and audit procedures that align with local, state, and federal requirements, meeting financial and budgetary goals for the year.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6,8	(5)	

8.	Provide leadership to acquire non-state revenue (i.e., grants, gifts) to supplement the College's appropriations.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6	(5)
9.	Ensured the bond construction project(s) was completed on schedule and aligned with Board-directed design standards, and effectively communicated progress through monthly reports.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	1	(5)

INTERNAL AND EXTERNAL RELATIONSHIPS

No.	Question	Rating						Value of Question	Goal*	Regulation**
10.	Understands the policies of the board and carries them out.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	3	(2)(A)
11.	Keeps the board informed on matters important to the college and seeks counsel from board members, including major issues facing community colleges, both nationally and regionally.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	3	(2)(A)
12.	Is active in community activities and organizations to gain visibility for the college, to present the college's needs to the community, and to understand the community's needs for the college.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)
13.	Builds strong relationships with local officials and NCCCS leadership, maintaining effective communication with public schools, private schools, and higher education institutions to promote collaboration.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4,6	(2)(B)
14.	How effectively has the president built strategic partnerships and engaged with external stakeholders to support student success, workforce development, and institutional visibility?	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	4	(2)(B)

MISSION OF COLLEGE

No.	Question	Rating						Value of Question	Goal*	Regulation**
15.	Ensures that the college operates according to its philosophy, mission, and goals.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,4	(1)
16.	Develops and improves programs, and ensures the college plays a vital role in economic development.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	6,7,9	(2)(B),(6)

STRATEGIC LONG-RANGE PLANNING

No.	Question	Rating						Value of Question	Goal*	Regulation**
17.	Encourages efforts to develop a sense of community and shared interests and purposes in the college.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	2,5,8	(1),(2)(A), (2)(B)
18.	Makes sure that strategic priorities are consistent and appropriate for the mission and goals of the institution and are meeting the needs of the community.	5	4	3	2	1	N/O	Should this question be on next year's evaluation? <input type="checkbox"/> Yes <input type="checkbox"/> No	5,6	(1),(6)

In your opinion what action(s) could the president take that would improve the college:

If you rated a statement as “N/O” (No Opinion), please indicate the corresponding statement number and reason for using this rating.

DRAFT



* 2025 Goals for President

1. **Ensure the College adheres to the established timeline for bond construction projects, incorporating cutting-edge design elements as directed by the Board of Trustees.**
 - a. Complete 100% of bond construction projects on schedule as outlined in the timeline.
 - b. Submit monthly progress reports to the Board of Trustees, showing progress towards project milestones.
2. **Collaborate with faculty, staff, and students to cultivate a positive work environment that supports effective teaching and learning.**
 - a. Host quarterly staff/faculty functions and send monthly newsletters to ensure transparent and consistent communication with all college stakeholders.
 - b. Establish college-wide professional development activities that foster increased collaboration and a healthy campus climate.
3. **Foster a strong relationship between the Board of Trustees and the President through ongoing engagement and collaboration.**
 - a. Conduct monthly meetings with Board members and achieve an 85% or higher satisfaction rate on an annual Board survey regarding communication, collaboration, and strategic alignment.
 - b. Facilitate an annual strategic planning retreat for the Board of Trustees to set long-term goals and review progress on institutional priorities.
4. **Serve as a visible and accessible leader, actively engaging with constituents within the College and the broader community, including K-12 entities; four-year colleges and universities; non-profit organizations; government; and the private sector.**
 - a. Establish at least five new partnerships with K-12, four-year institutions, local businesses, or community organizations that support student internships, dual enrollment, or collaborative programs.
 - b. Participate in a minimum of 20 community events, speaking engagements, or media appearances to promote the college and advocate for higher education in the region.
 - c. Conduct at least 10 meetings with local employers to align program offerings with workforce needs and secure internships or job placements for program graduates.
 - d. Engage at the state and national level in efforts to enhance accessibility and funding for community colleges.

5. **Oversee the College's progress in implementing the Strategic Plan, ensuring timely and measurable outcomes.**
 - a. Measure and improve retention and completion rates for curriculum students.
 - b. Complete 67% of the annual strategic plan initiatives on time, as documented through a semi-annual strategic plan progress report.
6. **Provide strategic leadership to maintain the College's fiscal integrity, ensuring effective and efficient budget planning to support operational needs.**
 - a. Ensure a balanced budget by the end of the fiscal year, with no more than a 2% variance between budgeted and actual expenditures.
 - b. Secure at least three new public or private partnerships that contribute additional funding or in-kind resources to support college initiatives.
 - c. Cost Management: Identify and implement cost-saving measures that reduce non-instructional expenses by at least 3% without impacting service quality.
7. **Develop and enhance the college's use of data in decision-making and reporting to the Board of Trustees and the larger community.**
 - a. Implement a new institutional data system or dashboard that tracks key performance indicators (KPIs), with 100% of academic and administrative units using the system by the end of the academic year.
8. **Actively support fundraising efforts by the ACC Foundation, leveraging the proven impact of presidential involvement in boosting donor engagement and contributions.**
 - a. Achieve an increase in donations and grants, contributing new revenue through targeted fundraising campaigns and donor engagement.
 - b. Perform an assessment of foundation operations and approach to engage new donors and increase overall funding capacity.
9. **Ensure the effective development of new and existing programs to meet the workforce needs of the community and prepare for evolving workforce needs in the future.**
 - a. Launch at least three new student support initiatives aimed at increasing equity and reducing performance gaps for low-income, minority, or first-generation students.
 - b. Introduce at least two new academic or workforce programs that align with local labor market demands.
 - c. Evaluate current programs to ensure market and community alignment with measurable outcomes.

****State Board of Community Colleges Code (SBCCC)**

1C SBCCC 300.2 EVALUATION OF PRESIDENTS

- (a) Methodology and Instrumentality. Each local board of trustees shall evaluate the performance of its president annually. The evaluation instrument and methodology shall be selected by the local board, but the evaluation shall, at a minimum, include the following categories:
- (1) General administration;
 - (2) Relationships including:
 - (A) Internal relationships with faculty, staff, students, and trustees; and,
 - (B) External relationships with business and industry, the media, governmental bodies, and the general public;
 - (3) Personal attributes;
 - (4) Personnel administration;
 - (5) Fiscal and facilities administration; and,
 - (6) Academic administration.
- (b) Reporting Requirements. Prior to June 30 of each year, each college board of trustees shall, in writing, notify the State Board of the following:
- (1) The time period for which its president was evaluated and the date the evaluation was completed;
 - (2) Description of the methodology used for the evaluation;
 - (3) Certification that the evaluation included a written assessment of the president's performance in each of the categories identified in Paragraph (a) of this Rule;
 - (4) Certification that the full board received a copy and discussed the evaluation results and the results were discussed with the president; and,
 - (5) Certification that the full board received a copy of and reviewed the president's contract if the president has a contract;
 - (6) A listing of board members in attendance at the meeting when the president's evaluation was conducted; and
 - (7) Certification that appropriate action, as defined by the local board, has been taken if the president's performance is less than satisfactory in any of the categories identified in Paragraph (a) of this Rule.
- (c) If the president has a contract, local boards of trustees shall note in the meeting minutes that they have reviewed the president's contract.

*History Note: Authority G.S. 115D-5; 115D-20;
Eff. September 1, 1993;
Amended Eff. October 1, 2018, October 1, 2006.
Eff. November 5, 2019*

2025 Goals

1. **Ensure the College adheres to the established timeline for bond construction projects, incorporating cutting-edge design elements as directed by the Board of Trustees.**
 - a. Complete 100% of bond construction projects on schedule as outlined in the timeline.
 - i. The Public Safety Training Center in Green Level was completed with a ribbon-cutting ceremony held on September 25, 2025.
 - ii. While not a bond project, we have completed renovations to Main, Powell, and Gee that were part of the SCIF project funding.
 - b. Submit monthly progress reports to the Board of Trustees, showing progress towards project milestones.
 - i. We have successfully completed this at every board meeting and continue to keep the board up to date with progress on all of our existing projects.
2. **Collaborate with faculty, staff, and students to cultivate a positive work environment that supports effective teaching and learning.**
 - a. Host quarterly staff/faculty functions and send monthly newsletters to ensure transparent and consistent communication with all college stakeholders.
 - i. We have rolled out a bi-weekly newsletter that is distributed to all employees with updates from around the college.
 - ii. We regularly hold “Coffee with Ken” events where employees are encouraged to engage with each other and ask questions to help stay informed about items happening at the college.
 - iii. Monthly I prepare a video or email message that provides updates on items happening around the college and opportunities to engage in college activities.
 - iv. To strengthen communication across campus, the College has added another layer of engagement through the “Updates from Around the College” email. These messages provide timely updates between “Coffee with Ken” sessions and monthly presidential videos, highlighting key initiatives, achievements, and upcoming events. Each email also invites employees to share feedback, ask questions, and suggest topics they would like to see addressed. This approach reinforces our commitment to open dialogue and ensures that faculty and staff remain informed, involved, and heard.
 - b. Establish college-wide professional development activities that foster increased collaboration and a healthy campus climate.
 - i. Shackleford Leadership Institute
 - ii. Internal Leadership Institute for Aspiring Leaders
 - iii. Vision 20/20

- iv. 5 Voices Leadership Training
 - v. All In Taskforces (Integrated Pathways, The Journey, Single Entry Point, Process Improvement)
 - vi. College Wide Fall Kick Off at Burlington Socks Ballpark
 - vii. Exceeding the Vision Leadership Cohort
 - viii. Employee Wellness Day
3. **Foster a strong relationship between the Board of Trustees and the President through ongoing engagement and collaboration.**
- a. Conduct monthly meetings with Board members and achieve an 85% or higher satisfaction rate on an annual Board survey regarding communication, collaboration, and strategic alignment.
 - i. The board self-evaluation will be completed in February, 2026.
 - ii. Regular 1:1 meetings with Board Members
 - iii. NCACCT
 - iv. ACCT
 - v. Annual Board of Trustees Planning Session
 - b. Facilitate an annual strategic planning retreat for the Board of Trustees to set long-term goals and review progress on institutional priorities
 - i. Board of Trustees Planning Session is scheduled for April 17, 2026
4. **Serve as a visible and accessible leader, actively engaging with constituents within the College and the broader community, including K-12 entities; four-year colleges and universities; non-profit organizations; government; and the private sector.**
- a. Establish at least five new partnerships with K-12, four-year institutions, local businesses, or community organizations that support student internships, dual enrollment, or collaborative programs.
 - i. Completed an articulation agreement with:
 - 1. NC Wesleyan
 - 2. Wingate
 - 3. App State
 - 4. Elon University
 - 5. Fayetteville State
 - 6. East Carolina University
 - 7. North Carolina State University
 - ii. K-12
 - 1. New CCP MOU
 - 2. Health Program Academy Startup
 - 3. Alamance Youth Leadership Academy (AYLA)
 - 4. Alamance Christian School partnership discussion
 - 5. Grace Chapel partnership discussion
 - 6. Bradford Academy partnership discussion
 - iii. Chamber Board Member- speaker at the retreat in Wilmington
 - iv. Impact Alamance- Leadership roundtable
 - v. Alamance Chamber Legislative Council

- vi. NCACCP Chair of Technology Committee
 - vii. NCCCS Board Transformation Committee
 - viii. Lenovo keynote panel speaker for AI Summit
 - ix. Labcorp Biological Sampling Processing Lab | Partnership discussion
 - x. Elon University Reception, Chad Boore
 - xi. Triad Presidents Leadership Dinner, High Point University
 - xii. NC Local Launch | Impact Alamance kickoff event
 - xiii. Weekly meetings with Executive Leadership Team
 - xiv. Monthly meetings with President's Cabinet, which represent deans and mid-level management
 - xv. Attendance at Faculty Affairs Committee meetings
 - xvi. Attendance at Staff Association meetings
 - xvii. Open-door policy for employees and students
- b. Participate in a minimum of 20 community events, speaking engagements, or media appearances to promote the college and advocate for higher education in the region.
- i. WXLV-TV45's Triad Today interview, to promote the college and advocate for its initiatives and higher education in the region.
 - ii. Parent Promise
 - iii. Alamance Chamber Annual Retreat
 - iv. Alamance Youth Leadership Program
 - v. Elon MLK Event
 - vi. Twin Lakes Holiday Event
 - vii. Esperanza
 - viii. Sandvik: Girls Take over Tech
 - ix. ABSS Evening of Excellence
 - x. Best Trucking Grand Opening
 - xi. Sandvik- Introduction to the community
 - xii. Alamance Youth Leadership Academy
 - xiii. Sock Puppet: First pitch
 - xiv. Dream Center Check Presentation
 - xv. Honda North Carolina Manufacturing
 - xvi. Working Women's Wednesday
 - xvii. Early Education Summit
 - xviii. Alamance Regional Charitable Foundation
 - xix. NCCCS State Board
 - xx. Leadership Alamance
 - xxi. Feature in The 10 Inspiring Education Leaders, 2025
 - xxii. Triad today interview 7/16/25
 - xxiii. Lenovo 360 Education Partner Conference Keynote panelist
 - xxiv. Thermo Fisher Scientific Mebane grand opening event
 - xxv. Public Safety Training Center Ribbon Cutting
 - xxvi. 2025 Alamance County Farm Bureau Annual Oyster Roast
 - xxvii. State Board of Community Colleges Strategic Planning Summit

- c. Conduct at least 10 meetings with local employers to align program offerings with workforce needs and secure internships or job placements for program graduates.
 - i. Pinnacle Bank
 - ii. Trust Company of the South
 - iii. CEO Cone Health
 - iv. Alamance Chamber Board meeting(s)
 - v. City of Burlington Economic Development Director
 - vi. Alamance Caswell Builders Association
 - vii. Mebane & Crow Holdings
 - viii. Alamance Chamber Annual Meeting
 - ix. ASEEF Advisory Committee Meeting (The advisory committee is directed toward achieving closer cooperation among business, industry, and the school in training students for occupations in the automotive industry)
 - x. Burlington Business Breakfast
 - xi. Cone Health Community Event
 - xii. Chick-fil-A owner Shawn Willis
 - xiii. TS Designs (Eric Henry)
 - xiv. Armen Stone
 - xv. Schneider Electric
 - xvi. Workforce Development Reception - Governor's Mansion
 - xvii. Corporate Education Employers Luncheon
 - xviii. First Carolina Bank Tom Clinard
 - xix. ROAR Women's Symposium
 - xx. Future of Higher Education: Adult Learner Convening 2025
 - xxi. Andersen Sterilizers
 - xxii. First Horizon Bank Chip Foushee
 - xxiii. Trulian Federal Credit Union Sarah Blackwell
 - xxiv. Fire Chiefs Luncheon hosted by ACC
 - xxv. Koury Corporation
 - xxvi. Cone Health ARMC President Chad Boore
 - xxvii. Cone Health ARMC Nursing Leader Meet and Greet
 - xxviii. Ribbon Cutting Event: FirstNet Tower Upgrades in Alamance County, NC (AT&T)
 - xxix. Tour of Cabarrus Center for Innovation and Entrepreneurship with Alamance Chamber representatives
 - xxx. Alamance Chamber After Hours Networking
 - xxxi. Saul and Son Plumbing, Leon Saul
 - xxxii. ACC HVAC Job Fair
 - xxxiii. Alamance Chamber Economic Summit
 - xxxiv. Honda North Carolina Manufacturing meeting and tour
- d. Engage at the state and national level in efforts to enhance accessibility and funding for community colleges.
 - i. ACCT National Legislative Summit

- ii. NCACCP Vice-Chair of Tech Committee
- iii. NCACCT State Events
- iv. Alamance Chamber Legislative Visit(s)
- v. Community College Day for NC
- vi. NC Representative Steve Ross
- vii. NC Representative Dennis Riddell
- viii. US Representative Richard Hudson
- ix. US Senator Thom Tillis
- x. US Senator Ted Budd regional director
- xi. Alamance Chamber Legislative Breakfast
- xii. Senator Amy Galey
- xiii. Mitchell Whitley, Field Manager for the Office of the State Auditor
- xiv. Daniel Dorociak, Field Manager, Office of Congressman Richard Hudson
- xv. State Board of Community Colleges
- xvi. Belk Center | NC Boost site visit
- xvii. Coffee with Senator Galey

5. Oversee the College's progress in implementing the Strategic Plan, ensuring timely and measurable outcomes.

- a. Measure and improve retention and completion rates for curriculum students.
 - i. Estimated FTE for 2025FA is currently up 7% in Curriculum over 2024FA
 - ii. (NCCCS PM4) First-Year Progression/Persistence (a fall-to-fall measure) - the Fall 2023 cohort is up 3.3 percentage points over the Fall 2022 cohort (67.8% compared to 64.5%)
 - iii. (NCCCS PM 5) Curriculum Completion Rate (a 3-year measure) - the Fall 2020 cohort is up 1.8 percentage points over the Fall 2019 cohort (56.1% compared to 54.3%)
 - iv. Excellence level in the 2025 NCCCS Performance Measure (PM 1) for Basic Skills Measurable Skill Gain Rate.
 - v. Excellence level for the 2025 NCCCS Performance Measure (PM 7) for College Transfer Performance.
- b. Complete 67% of the strategic plan initiatives on time, as documented through a semi-annual strategic plan progress report.
 - i. In March 2025, the Board extended the strategic plan period from 2022-2025 to 2022-2027.
 - ii. Developed the *All In* strategic and operational priorities in alignment with the 2022-2027 strategic plan to move the college to a unified "*One College*" model.

6. Provide strategic leadership to maintain the College's fiscal integrity, ensuring effective and efficient budget planning to support operational needs.

- a. Ensure a balanced budget by the end of the fiscal year, with no more than a 2% variance between budgeted and actual expenditures.
 - i. ACC completed fiscal year 2026 within the state accepted budget variance.

- b. Secure at least three new public or private partnerships that contribute additional funding or in-kind resources to support college initiatives.
 - i. Secured multi-campus funding approval from the State Board of Community Colleges for the Dillingham Center.
 - ii. *NC Reconnect* funded by the Belk Endowment - \$150,000 grant and contracted services to support marketing and recruitment efforts for adult students
 - iii. *NC Boost* - \$3.2M from Arnold Ventures
 - c. Cost Management: Identify and implement cost-saving measures that reduce non-instructional expenses by at least 3% without impacting service quality.
 - i. We have implemented finance controls that ensure the college uses funding sources for the intended purposes.
 - ii. Implemented eScribe to realize cost-savings and to streamline meeting processes.
- 7. Develop and enhance the college's use of data in decision-making and reporting to the Board of Trustees and the larger community.**
- a. Implement a new institutional data system or dashboard that tracks key performance indicators (KPIs), with 100% of academic and administrative units using the system by the end of the academic year.
 - i. We have created multiple dashboards with information available on enrollment and other key data elements for the college.
- 8. Actively support fundraising efforts by the ACC Foundation, leveraging the proven impact of presidential involvement in boosting donor engagement and contributions.**
- a. Achieve an increase in donations and grants, contributing new revenue through targeted fundraising campaigns and donor engagement.
 - i. We have secured a \$3.2 million grant from Arnold Ventures in collaboration with the community college system and four other pilot colleges aimed at replicating the CUNY ASAP model to improve student outcomes.
 - ii. \$10,000 Duke Energy Foundation Donation
 - iii. Contract with Brightdot
 - iv. *NC Reconnect* funded by the Belk Endowment - \$150,000 grant and contracted services to support marketing and recruitment efforts for adult students
 - v. Hosted prospective donor luncheon and tour for multiple families and private donors in Alamance County.
 - b. Perform an assessment of foundation operations and approach to engage new donors and increase overall funding capacity.
 - i. We have launched an updated brand for the Foundation as well as a new Foundation web presence.
 - ii. Contract with Brightdot to conduct a comprehensive assessment of operations and fund raising.

- iii. Transition the Foundation's Board of Directors and committee meetings to e-Scribe to streamline meeting management.
9. **Ensure the effective development of new and existing programs to meet the workforce needs of the community and prepare for evolving workforce needs in the future.**
- a. Launch at least three new student support initiatives aimed at increasing equity and reducing performance gaps for low-income, minority, or first-generation students.
 - i. We have implemented a new student advising model that includes professional advisors who guide students through their entire academic program starting with our general education and health programs.
 - 1. Staff Advising Model Launched and Expanded
 - a. In November 2024, ACC launched Phase 1 of the redesigned Staff Advising Model with 6.5 advisors supporting Health Sciences and University Transfer students.
 - b. By Fall 2025, the Staff Advising Model expanded to 8.5 staff advisors who serve Health Sciences, Business, IT, Public Services, and University Transfer students. Caseloads range from 250 to 400 students, depending on program-specific needs.
 - c. Professional advising has strengthened proactive student contact, improved onboarding experiences, and advanced ACC's transition to a hospitality-centered, case-management model.
 - 2. NC Boost Initiative Successfully Launched (August 2025)
 - a. ACC launched the NC Boost program in August 2025 and successfully reached its targeted enrollment goal of 150 students in high-demand associate degree programs. The NC Boost program removes key financial and academic barriers by offering financial support and providing dedicated advising from enrollment through graduation.
 - b. NC Boost provides wraparound support services to ensure more students stay enrolled, supported, and progressing
 - c. toward completion.
 - 3. Streamlined Onboarding & One-College Model Progress
 - a. ACC repurposed the Literacy Building to house both Placement Testing and Academic Advising, creating a simplified onboarding and support process for both CCR and Curriculum students, faster movement from application to course enrollment, and stronger cross-department collaboration.

- b. Introduce at least two new academic or workforce programs that align with local labor market demands.
 - i. We have launched the Artificial Intelligence, Data Analytics, Health Sciences Associate in Applied Science, Dental Hygiene, Veterinary Medical Technology, and BioPharma Quality Associate in Applied Science curriculum programs.
 - ii. We signed a new partnership agreement to relaunch our truck driver training program.
 - iii. We are exploring additional program expansion in the health areas such as radiography and respiratory therapy.
- c. Evaluate current programs to ensure market and community alignment with measurable outcomes.
 - i. Dental Hygiene
 - ii. Logistics
 - iii. Ending of Histotechnology and Office Administration
 - iv. To advance our work of aligning programs with workforce needs, the college has contracted with consulting firm Safal Partners, LLC to lead a comprehensive assessment of current and future training needs. The contract runs from October 2, 2025 to May 31, 2026, funded through a bill sponsored by Senator Galey. A key focus of this initiative is identifying training needs in advanced manufacturing, a critical sector for the Carolina Corridor region. ACC will collaborate with Randolph Community College and Guilford Technical Community College to ensure a coordinated approach that leverages shared resources and meets regional employer training needs.
 - v. All college programs have maintained accreditation and those programs, such as paramedic and dental assisting, up for reaccreditation have successfully achieved accreditation and all faculty have met accreditation requirements.

Workforce Analysis (Full-Time)
Occupational Categories

25-Dec

Occupation	Count	Age 40+ (Total)	Under Age 40 (Total)	Males (Total)	Females (Total)	African-American (Total)	American Indian/ Alaska Native (Total)	Asian (Total)	Hawaiian/ Pacific Islander (Total)	Hispanic (Total)	White (Total)
01 (Management Occupations)	31	27	4	9	22	6	0	0	0	0	25
02 (Business/Finance Opers)	6	5	1	0	6	3	0	0	0	0	3
03 (Comp/Eng/Science)	8	5	3	6	2	4	0	0	0	0	3
04 (Com Serv/Legal/Arts/Media)	17	9	8	8	9	6	0	0	0	1	9
05 (Postsecondary Teachers)	108	81	27	47	61	7	2	0	0	2	94
08 (Librarians)	1	1	0	0	1	0	0	0	0	0	1
10 (Academic Affairs)	43	31	12	16	27	13	0	0	0	3	26
11 (Health Practitioners/Tech)	1	1	0	0	1	0	0	0	0	0	1
12 (Service Occupations)	3	3	0	3	0	0	0	0	0	0	3
14 (Office & Admin Support)	43	31	12	6	37	4	1	1	0	5	29
15 (Natural Res/Constr/Maint)	1	0	1	1	0	0	0	0	0	0	0
TOTALS	262	194	67	95	166	43	3	1	0	11	194

New Full Time Employees:

Velia Moreno (Promotion)

Practical Nursing Instructor (12 Months)

	County
African American	16% 22%
American Indian / Alaska Native	1% 2%
Asian	1% 2%
Hawaaian / Pacific Islander	0% 0%
Hispanic	4% 13%
White	74% 61%
Chose not to Identify	4%

Full-Time Vacancy Report
January 2026

Department Name	Requisition Title	Requisition Number	Requisition Status
Governance, Strategy, and Communications	Multimedia Production Specialist	2025-00089	Open
Business, Arts & Sciences	Senior Administrative Assistant	2025-00092	Open
Health & Public Service	Nurse Aide Instructor	2025-00093	Open
Workforce Development	Lead Instructor – High School Fire Academy	2026-00005	Open
Student Learning	Health and Public Services Dean	2026-00007	Open
Business, Arts & Sciences	AI/Analytics Lead Instructor	2025-00088	Open
Workforce Development	Assessment Specialist	2025-00094	Open
Administrative & Fiscal Services	Director of Information Services	2025-00095	Open

Termination Report July - December 2025

Position	Employment Date	Term Date	Reason Termed	Years of Service
Public Safety Director	5/11/2020	9/9/2025	Resigned	5.4
Biotechnology Instructor	9/10/2023	10/17/2025	Resigned	2.1
Project Manager	11/7/2022	8/15/2025	Resigned	2.9
Finance Senior Specialist	3/24/1997	12/31/2025	RETIRE	28.9
Horticulture Instructor	12/14/2020	7/31/2025	Resigned	4.7
Student Services Analyst - EMS	10/23/2020	9/30/2025	Resigned	4.11
Fire and Rescue Coordinator	8/14/2022	10/31/2025	Resigned	3.2
Histotechnology Education Instructor	7/1/2019	7/21/2025	Resigned	6
Marketing and Public Relations Technician	8/20/2013	10/15/2025	Resigned	12.2
Facilities Technician	1/8/1996	9/30/2025	RETIRE	29.9
Student Services Senior Specialist	2/16/2021	8/31/2025	Resigned	4.6
Nursing Instructor	8/1/2023	10/31/2025	Involuntary	2.2
Humanities Department Head	8/10/2020	8/1/2025	Resigned	5
Student Services Assistant - Student Experience	7/1/2022	12/23/2025	Resigned	3.5
Executive Administrative Assistant - Foundation	7/1/2013	7/31/2025	RETIRE	12
Marketing and Public Relations Analyst	5/1/2001	7/31/2025	RETIRE	24.2

Total Years of Service 150.91
Average Years of Service 9.4

4- Retired

1 - Involuntary Resignation

11 - Voluntary Resignations



Building and Grounds Committee

Sponsor: Thomas Hartman

Date: January 7, 2026

Title of Document: Campus Security Rekeying and Hardware Replacement Project

Summary:

The campus rekeying project is an initiative to rekey ACC campus buildings to enhance security, improve operational adaptability, and streamline future maintenance. The existing door lockset and hardware system is now over three generations old, and it relies on non-interchangeable cores with access managed through physical keys distributed to authorized personnel. Keeping track of these keys over the years has become increasingly difficult, and replacing locks in potentially compromised areas of the campus has been time consuming, inefficient, and expensive. Access to buildings, classrooms, and offices is currently managed through numerous key copies, many of which have been lost or unreturned due to staff turnover, campus expansion, and renovations over time. This growing inventory of untracked keys poses serious security risks and increases the likelihood of unauthorized access to various campus areas. Keys will be grouped so that authorized staff members will carry fewer keysets than is currently required.

To address these challenges, the proposed project will rekey approximately 1,000 doors on campus, totaling over 420,000 square feet with the oldest building constructed over 40 years ago. The project will include installation of new hardware including interchangeable cores, cylinders, locks and locksets enabling faster and more cost-effective key changes while simplifying overall maintenance. By reducing unauthorized access and improving control over secure areas, this project will foster a safer, more secure environment for students, faculty, and staff.

Building Groups:

Cores, cylinders, keys , master system creation and installation

Main, A, B, Gee	\$237,193
BCOE, AG Sciences	\$ 16,679
Powell, AATC	\$ 56,714
Student Services, Literacy	\$ 21,914
Contingency	\$ <u>5,500</u>
Total Project	<u>\$338,000</u>

Action:

College Administration requests establishing the Campus Security Rekeying and Hardware Replacement Project as a Capital Project with a total budget of \$338,000 to be funded from a Cannon Grant of \$100,000 and SCIF funding of \$238,000.



**Buildings & Grounds Committee
January 7, 2026**

Action Item: Campus Security Rekeying and Hardware Replacement Project

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NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

CAPITAL IMPROVEMENT PROJECT APPROVAL

NEW PROJECT

College	Alamance Community College	NCCCS Project No.	3008
Project Name	Campus Security Rekeying and Hardware Replacement Project	County	Alamance
Campus	1001 Alamance CC - Main Campus		

I. TYPE OF PROJECT:

Infrastructure Repair	

II. DESCRIPTION OF PROJECT:

*For description of an infrastructure repair project, please include scope of work (location, SF, materials) and reason for improvements.

Insert project and amendment description here.

The campus security rekeying and hardware replacement project is an initiative to rekey and replace lockset cores and hardware in all ACC campus buildings to enhance security, improve operational adaptability, and streamline future maintenance. The scope of the project will include the replacement of all existing door locksets and the existing hardware system now over three generations old.

The project will rekey approximately 1,000 doors on campus, totaling over 420,000 square feet with the oldest building constructed over 40 years ago. The project will include installation of new hardware including interchangeable cores, cylinders, locks and locksets enabling faster and more cost-effective key changes while simplifying overall maintenance. By reducing unauthorized access and improving control over secure areas, this project will foster a safer, more secure environment for students, faculty, and staff. The project will be funded through a \$100,000 Cannon Foundation Grant and SCIF funding.

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: Tom Hartman

Signature: 

Contact Number: 336-506-4201

Date: 12/18/2025

CPC Signature: 

III. ESTMATED 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	0.00	
2. Construction.....	<u>275,786.00</u>	
3. Construction Contingency	<u>5,500.00</u>	
4. Other Contracts	<u>56,714.00</u>	
5. Other Fees	<u>0.00</u>	
Subtotal "B"		<u>338,000.00</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) \$338,000.00

IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:

A. NON-STATE FUNDS

1. County Appropriated	_____	
2. County Bonds	_____	
3. Other <input type="text" value="Other"/>	<u>100,000.00</u>	
4. <input type="text"/>	_____	
5. <input type="text"/>	_____	
Subtotal "A"		<u>100,000.00</u>

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

1. <input type="text"/>	_____	
2. <input type="text"/>	_____	
3. <input type="text"/>	_____	
Subtotal "B"		<u>0.00</u>

*Must be used on same OSBM SCIF Project

C. STATE FUNDS (Reimbursed by the System Office)

1. Budget Code <input type="text" value="42120 R&R SCIF \$400M"/>	<u>238,000.00</u>	
2. Budget Code <input type="text"/>	_____	
3. Budget Code <input type="text"/>	_____	
4. Budget Code <input type="text"/>	_____	
Subtotal "C"		<u>238,000.00</u>

Total Sources of Funds Available (IV A, B, C) 338,000.00

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 \$338,000.00

V. CERTIFICATION BY THE COLLEGE BOARD OF TRUSTEES

To the State Board of Community Colleges:

We, the Board of Trustees of Alamance 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 \$238,000.00 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 1/12/2026.

- As part of this certification, the Board of Trustees certify that any equipment purchased with the State 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 State Funds, therefore 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

VI. CERTIFICATION AS TO AVAILABILITY OF LOCAL SUPPORT AND FUNDS

Certification 1.

I certify that I have examined this application for the project no: 3008
from Alamance Community College and if shown, county funds in the
amount of \$0.00 are available for the planning and construction of this project.

County Manager/Finance Officer Signature _____

Print Name _____

Date _____

(The following certification must be completed for New Facility Projects Only)

Certification 2.

Based on an analysis of the colleges annual operating and utility costs, (as per the NCCCS 3-1
Section VIII) it is estimated that the college will expend an additional \$0.00
per year in support of this new construction. I certify that this document has been reviewed, and that
the information stated herein will be shared with the proper county officials to seek an appropriate
adjustment to the college's budget as the new facility is brought online.

County Manager/Finance Officer Signature _____

Print Name _____

Date _____



VII. CERTIFICATION OF ATTORNEY AS TO FEE SIMPLE TITLE TO THE PROPERTY

(Note: Required only for construction on a new site or when federal funds are involved. Not
required for long term lease.)

I, _____, duly licensed attorney of the State of North
Carolina, do hereby certify that I have examined the public records of _____
County, North Carolina, from January 1, 1925, to this date concerning title to the property upon which
the improvements set out in the foregoing application are proposed to be made, and I find from said
examination that a fee simple title free from all claims or encumbrances, is vested in
_____ by deed recorded in (specify book & page) _____
_____ in the Office of the Register of Deeds except as noted below: (Attach
a copy of deed)

This, the _____ day of _____ 20____

Signature

**VIII. CERTIFICATION OF LOCAL BUDGET SUPPORT
ESTIMATED OPERATING/UTILITY ANNUAL COST
FOR CAPITAL IMPROVEMENT PROJECTS**

Date: 9/12/2020 Project Name: Campus Security Rekeying and Hardware Replacement

College: Alamance Community College Project Completion Date: 5/1/2023

Additional Cost Identification	1st Year of Operation	2nd Year of Operation	3rd Year of Operation	4th Year of Operation	5th Year of Operation	Average Additional Annual Cost
	FY	FY	FY	FY	FY	
Staffing (Housekeeping & Facility Operator)						
additional annual cost	\$0	\$0	\$0	\$0	\$0	\$0
Plant Maintenance						
additional annual cost	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating Cost						
additional annual cost						
Electric	\$0	\$0	\$0	\$0	\$0	\$0
Fuel (Gas, Oil)	\$0	\$0	\$0	\$0	\$0	\$0
Water	\$0	\$0	\$0	\$0	\$0	\$0
Telecommunications	\$0	\$0	\$0	\$0	\$0	\$0
Total Average Annual Cost (will populate into Section VI of the 3-1)						\$0
I certify that the county has reviewed this information as a part of the approval process.						

County Manager/Finance Officer

3-1 Attachment
Local Certification of Support



Building & Grounds Committee

1247 Jimmie Kerr Road
Graham, NC 27253-8000
Phone: (336) 506-4100

www.alamancecc.edu

Building and Grounds Committee

Sponsor: Thomas Hartman

Date: January 7, 2026

Title of Document: January 2026 Capital Projects Summary Report

Summary:

The summary report comes to the Board of Trustees monthly as an update of progress on current capital projects for the college.

**JANUARY 2026 SUMMARY
BOND AND CAPITAL IMPROVEMENT PROJECTS**

BOND PROJECTS

STATUS SUMMARY

Public Safety Training Center

Burlington Site:

Meetings will be held starting in January and monthly thereafter with the General Contractor and Forge Fire to follow up on status of building engineering and fabrication milestones. The draft schedule currently shows the fabrication/manufacturing of the components complete by June 2026 with shipping and installation of the structure scheduled for mid-July 2026 – mid-August 2026. Forge Fire believes they can improve on this schedule as the project moves forward. As the June date draws closer the meetings will also focus on sitework planning and mobilization.

Phase 2:

The initial required grant package paperwork was submitted to HUD in December for review and approval. An executed grant agreement from HUD should be received in January so that the project can be brought to the Board of Trustees for approval in February (3-1 form) and then to the State Board for approval in March. In addition, the College will be working with the design team on advanced planning to better define the scope of the project and formalize cost estimations and timelines.

CAPITAL PROJECTS

STATUS SUMMARY

- Campus Exterior Wayfinding Project** The signage vendor ran into some permitting issues with the City of Burlington which has delayed the installation into early 2026. The Main ACC entrance signage has entered fabrication and is scheduled to be installed early January as well. Once both are complete, we will work to close out the project.
- Veterinary Medical Technology Barn Project** A formal design contract is currently being prepared by the State Construction office. The project budget increase request for additional SCIF funding is on the State Board agenda for approval on 1/16/26. Currently the tentative schedule received from Hobbs Architects shows design work to run from January 2026 through September 2026 with the public bid for the project occurring in November/December 2026.
- Third Floor Biotechnology COE Upfit Project** A pre-bid meeting was held on December 9, 2025 for general contractors. A total of 17 companies were in attendance. Bid packages are due to the College on January 9, 2026. We hope to bring a contractor recommendation to the Board for approval the following week so that we can maintain our schedule to begin construction in March and complete the project in time for the fall semester.
- Tech Infrastructure Replacement Project** During the holiday break the firewall upgrade was completed with the network core scheduled for completion on January 16.

Budgeted Capital Improvement Projects Equal to or Less than \$50,000 Approved by the President (informational)

- Powell Building – replacement of elevator door operator and related assemblies
\$25,299
- A Building – replacement of door operator and related assemblies
\$22,732



Building & Grounds Committee

1247 Jimmie Kerr Road
Graham, NC 27253-8000
Phone: (336) 506-4100

www.alamancecc.edu

Building and Grounds Committee

Sponsor:

Date: January 7, 2026

Title of Document: Building and Grounds Finance Report

Summary: A monthly report is submitted to the Board of Trustees providing an update on the financial status of the college's capital projects



Alamance Community College
 Buildings and Grounds Committee Meeting
 Capital Project Budget Plan For Fiscal Year 2026
 As of December 31, 2025

1. County Capital Carryforward		Budget	Actual	Remainder
a.	Unspent 2025 Allocation	152,850	2,989	149,861
		152,850	2,989	149,861

2. County Capital--FY 2026 Allocation		Budget	Actual	Remainder
a.	Various Campus Renovations & Repairs	30,000	14,844	15,156
b.	Roofing Preventative Maintenance Year 5	17,000	-	17,000
c.	Building Pressure Washing	50,000	48,957	1,043
d.	B Bldg Soffit Sealing Repair	7,750	7,750	-
e.	Foundation Carpet	7,071	7,071	-
f.	Public Relations Flooring	20,000	19,495	505
g.	Chiller replacement	134,204		134,204
h.	Uncommitted Allocation	269,975		269,975
		536,000	98,117	437,883

3. County-State-Federal Projects		Budget	Total Expended	Remainder
a.	Public Safety Training Center	24,607,664	22,468,205	2,139,459
b.	Main Powell Gee renovations	5,088,981	5,088,981	-
		29,696,645	27,557,186	2,139,459

4. Non-County Projects		Budget	Total Expended	Remainder
a.	Campus Exterior Wayfinding Project	302,600	199,323	103,277
b.	Veterinary Medical Technician Instr. Center	1,250,000	40,800	1,209,200
c.	Technology Infrastructure Project	1,500,000	808,650	691,350
d.	BioTech Center Third Floor Upfit	2,542,000	157,974	2,384,026
e.	Uncommitted Allocation	1,622,028	-	1,622,028
		7,216,628	1,206,747	6,009,881

TOTAL CAPITAL PROJECTS **37,602,123** **28,865,040** **8,737,084**

Funds Available for Future Projects **2,041,864**



Building & Grounds Committee

1247 Jimmie Kerr Road
Graham, NC 27253-8000
Phone: (336) 506-4100

www.alamancecc.edu

Building and Grounds Committee

Sponsor: Thomas Hartman

Date: January 7, 2026

Title of Document: List of Contracts Signed by President

Summary:

The list includes capital project contracts signed by the President as authorized per Board Policy. The list is provided to inform the Board of Trustees of the execution date, purpose and value of the contracts.

Capital Improvement Project Contracts/Amendments Signed by President

Date	Project	Vendor	Description	Amount
10/6/2021	Public Safety Training Center Project	Moseley Architects	Design services	\$ 586,716
11/4/2021	Public Safety Training Center Project	Samet Corporation	Pre-Construction Services Agreement	\$ 135,668
7/12/2022	Public Safety Training Center Project	ESP Associates, Inc.	Geotechnical services for soil conditions	\$ 29,500
7/12/2022	Public Safety Training Center Project	Withers Ravenel	Additional surveying services	\$ 5,000
11/18/2022	Wayfinding Masterplanning Project	APCO Signs	Master planning and design of new interior and exterior signage and wayfinding	\$ 20,710
1/13/2023	Public Safety Training Center Project	Timmons Group	Environmental permits - Riparian Buffer Permit processing	\$ 6,000
2/3/2023	Public Safety Training Center Project	Timmons Group	Wetland/ Stream delineation and confirmation	\$ 6,800
4/17/2023	Public Safety Training Center Project	Withers Ravenel	Additional topographic and wetland surveying services for permanent fencing	\$ 7,000
7/25/2023	Public Safety Training Center Project	Moseley Architects	Design services amendment - commissioning services	\$ 22,340
10/23/2023	Public Safety Training Center Project	Samet Corporation	Initial GMP Contract	\$ 12,966,867
1/30/2024	Public Safety Training Center Project	Samet Corporation	Amended GMP contract to include (1) bid day reconciliation, (2) Firing Range (alt #1) and (3) Driving Pad Extension (alt #2)	\$ 6,986,801
2/22/2024	Public Safety Training Center Project	ESP Associates, Inc	Special inspections and construction materials testing contract	\$ 96,634
5/14/2024	Public Safety Training Center Project	Moseley Architects	Design services amendment - additional services for redesign, bidding, construction administration and closeout for Class A Burn Building in Burlington, NC	\$ 62,875
12/19/2024	Public Safety Training Center Project	Alfred Williams & Company	Furniture for PSTC classroom building and firing range (State Contract)	\$ 362,821
12/20/2024	Veterinary Medical Tech Inst Barn Project	Studio 310	Design services contract (programming only)	\$ 23,400
3/5/2025	BCOE - Third Floor Upfit Project	Thoughtcraft Architects, PLLC	Design services contract	\$ 220,900
4/29/2025	Public Safety Training Center Project	Moseley Architects	Design Amendment for providing construction administration services for water and sewer utilities (Timmons civil)	\$ 19,800
6/27/2025	Veterinary Medical Tech Inst Barn Project	Hobbs Architects	Design services contract (programming only)	\$ 20,000
6/30/2025	BCOE - Third Floor Upfit Project	Thoughtcraft Architects, PLLC	Design amendment #1 for additional services in connection with providing design and construction administration services for improvements to existing HVAC system and associated electrical work.	\$ 10,600
7/15/2025	Public Safety Training Center Project	Moseley Architects	Design amendment #5 for additional potable waterline design and waterline permitting modifications.	\$ 14,300
6/26/2025	Public Safety Training Center Project	Central Builders of Mebane.Inc.	Construction contract for PSTC Burn Building - Burlington site	\$ 734,000
10/17/2025	AATC Chiller Replacement Project	AC Corporation	Daiken 80-ton replacement chiller and associated installation	\$ 119,832
10/17/2025	AATC Chiller Replacement Project	Hoffman Mechanical	Chiller controls addition and installation	\$ 2,172
10/27/2025	Public Safety Training Center Project	Central Builders of Mebane.Inc.	Sitework contract for PSTC Burn Building - Burlington site	\$ 175,000

Alamance Community College (ACC) trustees and president, as well as the directors of the Alamance Community College Foundation (Foundation) seek private funds to enhance the College's ability to meet the higher education needs of its community. To that end, the College seeks to provide appropriate recognition to donors for their generosity. This policy seeks to establish procedures for the naming of buildings, portions of buildings, rooms, and other spaces and features on campus as a form of donor recognition.

This policy exists to assure an appropriate reflection of the history of the College as well as consistency, fairness, fitting recognition and good value in exchange for the honor or privilege of name association with a physical aspect of the College, while also aligning with the institution's financial goals.

The primary intent of the naming process is to allow ACC to recognize significant donor contributions by naming physical property, if the donor desires such recognition.

I. PURPOSE

This policy serves as a guideline for the ACC Board of Trustees, the Alamance Community College Foundation ("ACC Foundation") Board of Directors, other volunteers, and college employees who are involved in the solicitation of donations. It is established to assure consistency, fairness, fitting recognition, and positive value in exchange for the honor of name association with a physical aspect of ACC.

II. RESPONSIBILITY FOR RAISING FUNDS

The ACC Board of Trustees and the ACC President have the responsibility to ensure that the mission of the college is met. The mission of Alamance Community College is to provide the educational programs and services of a comprehensive community college that respond to our diverse community needs and empower life-long learners to participate in a global society. To successfully carry out the mission, the ACC President or designee may oversee the solicitation of public and private funds.

III. NAMING TRIBUTES

The primary circumstance that may give rise to a naming tribute is the provision of a monetary gift appropriate to the facility or physical aspect being named (See Giving Levels section). The Board of Trustees also has the sole discretion to recognize

extraordinary leadership and service to the College with an honorific naming opportunity.

IV. DONOR RIGHTS AND RESPONSIBILITIES

Donors to be honored with naming opportunities may reflect individuals, families, organizations, foundations, or corporations. The naming recognition will reflect the monetary gift appropriated to the facility or physical aspect being named.

1. Naming recognition should enhance the reputation and prestige of the College and the donor. The ACC Board of Trustees reserves the right to withdraw the privilege of name association should future acts and circumstances warrant.
2. The donor has up to five years to fulfill the naming rights pledge.
3. It is the responsibility of individuals negotiating on behalf of the college to advise potential benefactors that a gift may be recognized by naming, subject to approvals and decisions consistent with this policy.
4. In all cases, a signed agreement with the donor should be sought that details the gift's purpose, payment schedule (where appropriate), acknowledgement and naming opportunities, fund management, and other relevant details.

V. GIVING LEVEL GUIDELINES

A. Giving levels for the naming of physical property should be established through consultation among the Budget and Finance Committee of the ACC Board of Trustees and the ACC President and/or designee. All potential gifts that will result in a naming will be brought to the Budget and Finance Committee of the ACC Board of Trustees by the ACC President or designee and voted on. Naming decisions involving gifts in excess of \$750,000 and those recognizing distinguished service require a vote of the ACC Board of Trustees. Naming decisions involving gifts of \$750,000 or less will be reviewed with the ACC Board of Trustees, but do not require a vote.

B. Buildings

In preparation for a specific fundraising initiative or in response to an unsolicited donation offer, the ACC President, or a committee appointed by the ACC President, will make a recommendation as to appropriate naming levels based on past precedents at ACC, potential giving levels, comparables from other community colleges and educational institutions, institutional needs, and market conditions. The guidelines below represent naming minimums. In preparation for

~~a specific fundraising initiative or in response to an unsolicited donation offer, the ACC President, or a committee appointed by the ACC President, will make a recommendation as to appropriate naming levels based on past precedents at ACC, comparables from other community colleges and educational institutions, institutional needs, and market conditions. Minimums indicated below may be overridden by a vote of the Building and Grounds Committee of the ACC Trustees and if the donation is over \$750,000, by the full board.~~

- ~~1. New buildings constructed with private funds: A minimum of 50% or more of the cost of construction is required to name a new building. Cost of construction includes, but is not limited to design, land acquisition, construction, and contingency expenses.~~
- ~~2. New buildings constructed with public funds: A minimum of 10% or more of the cost of construction is required to name a new building. Cost of construction includes, but is not limited to design, land acquisition, construction, and contingency expenses.~~
- ~~3. Existing buildings: Existing unnamed buildings may be named for donors in cases where substantial gifts are made by donors to programs conducted within those buildings or other appropriate purpose. The minimum amount is \$1 million.~~
- ~~4. Major renovations: In cases of major renovations which extend throughout an existing building, the building can be named for the donor provided that the donor's gift covers at least one-half (1/2) of the total cost of the major renovation (including design, construction, and contingency costs). It is not possible to outline specifically what constitute a major renovation, but this is a matter which shall be resolved in each individual case.~~

C. Spaces Within and Outside Buildings

It is not possible to create a policy that covers the myriad opportunities for naming on a college campus, including, but not limited to, halls, auditoriums, centers, student spaces, lobbies, suites, libraries, breakrooms, labs, classrooms, conference rooms, exterior features such as gardens or fountains, courtyards, plazas, specialized teaching facilities such as a greenhouse or equipment room, or parking facility.

In preparation for a specific fundraising initiative or in response to a donation offer with an unsolicited naming request, the ACC President, or a committee appointed by the ACC President, will make a recommendation as to appropriate naming levels based on past precedents at ACC, comparables from other community colleges and educational institutions, institutional needs, and market conditions. The recommended naming levels for a specific facility will be brought to the Budget and Finance Committee of the ACC Board of Trustees.

- D. When a College Building or other space has been named, it is the intent to continue to use the name so long as the facility remains in use and serves its original function, or as otherwise may be provided for in the written agreement between the parties and as subject to North Carolina statutes that exist now or may exist in the future. For example, the College has the right to propose a duration of a certain number of years for a particular naming opportunity, but that will be specified in the proposal to the donor by way of a memorandum of understanding that will be prepared by the Foundation Office and signed by the donor.
- E. The guidelines will be reviewed annually and periodically by the Budget and Finance Committee of the ACC Board of Trustees, and the ACC President and/or designee. The donor and the ACC President or designee will jointly decide how funds donated are directed, invested, and spent, with the donor having ultimate authority if the gift is within the mission of ACC and the ACC Foundation as established by the ACC Board of Trustees and the ACC Foundation Board of Directors.

VI. OTHER PROVISIONS

- A. Where a building or physical aspect has been named, the college will continue to use the name so long as the building, part, or facility remains in use and serves its original function, unless otherwise stipulated at the time of gift acceptance. If a named facility is destroyed due to forces of nature or when the use of a building, room, or facility is changed such that it must be demolished, substantially renovated, or rebuilt, the Budget and Finance Committee may name another comparable room or facility for the original donor or honoree.
- B. The ACC President, in consultation with the donor, the ACC Board of Trustees or the Budget and Finance Committee of the ACC Board of Trustees, the ACC Foundation Executive Committee and/or other appropriate parties shall make decisions related to naming, including but not limited to the following: public

announcements, physical markers and care and maintenance of the physical markers.

C. Commitments made prior to adoption of this policy shall be honored.

VII. FINAL AUTHORITY

The final authority for any naming, memorial or tribute rests with the College's Board of Trustees as recommended by the college President. The guidelines set forth in this policy are not to be deemed all-inclusive. Additionally, the College's Board of Trustees reserves the right to withdraw the privilege of name association with the College.

Adopted: April 14, 2014

Revised: March 27, 2020; June 8, 2020; June 10, 2024; August 11, 2025; [January 12, 2026](#)

(This policy replaces "Philanthropy at Alamance Community College and Naming Policy" adopted November 13, 2006.)



Budget and Finance Committee

1247 Jimmie Kerr Road
Graham, NC 27253-8000
Phone: (336) 506-4100

www.alamancecc.edu

Budget and Finance Committee

Sponsor: Elizabeth Thomas

Date: January 9, 2026

Title of Document: Foundation Finance Report

Summary:

§ 115D-20 - The board of directors of each private, nonprofit corporation shall secure and pay for the services of the State Auditor's Office or employ a certified public accountant to conduct an annual audit of the financial accounts of the corporation. The board of directors shall transmit to the board of trustees a copy of the annual financial audit report of the private nonprofit corporation

The Board of Directors of the Alamance Community College Foundation engaged Gilliam Bell Moser LLP to audit the ACCF Financial Statements for the period July 1, 2024 - June 30, 2025.

Gilliam Bell Moser has audited the accompanying financial statements of Alamance Community College Foundation, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Action needed: Review the ACCF audit for 2024-2025.

**Alamance Community College
Foundation, Inc.**

Financial Statements

June 30, 2025 and 2024

Alamance Community College Foundation, Inc.

2025 Board of Directors

Jackie Cole	President
Jack Overacre, Jr.	Vice President
Charlene Barrett	Secretary
Charles R. Harris	Treasurer
Tracey Alston	Ami Hill
Jerry Bailey	Tom Humphrey
John Bellingham	G. Wallace Kernodle
Charles Canaday, Jr.	Elizabeth Kirkpatrick
Ted Chandler	James Kirkpatrick
Sara Cloud	Ashley Lane
Dr. Roslyn Crisp	Brendle Leggett
Ray Deal	Christine Mathews
Susan Ezekiel	W. Terry McNeill
Yazmin Garcia Rico	David Moore
William Gomory	Grover Moore
Brent Hampton	Lisa Thaller
Doug Hargrove	Donald Von Hagen
Brad Harmon	Troy Woodard, Jr.
Kelli Harrell	

Contents

Independent Auditors' Report.....	Page 3
Financial Statements:	
Statements of Financial Position.....	5
Statements of Activities	6
Statements of Functional Expenses.....	7
Statements of Cash Flows	8
Notes to Financial Statements	9



Independent Auditors' Report

To the Board of Directors
Alamance Community College Foundation, Inc.
Graham, North Carolina

Opinion

We have audited the accompanying financial statements of Alamance Community College Foundation, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Alamance Community College Foundation, Inc. as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Alamance Community College Foundation, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Alamance Community College Foundation, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Alamance Community College Foundation, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Alamance Community College Foundation, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Report on Summarized Comparative Information

We have previously audited Alamance Community College Foundation, Inc.'s 2024 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated November 6, 2024. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2024, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Gillian Bell Mosen LLP

Certified Public Accountants
Burlington, North Carolina
October 14, 2025

Alamance Community College Foundation, Inc.
Statements of Financial Position
June 30, 2025 and 2024

	<u>2025</u>	<u>2024</u>
Assets		
Cash and cash equivalents	\$ 2,515,799	\$ 2,421,404
Long - term investments	17,106,143	15,327,819
Prater and Dillingham endowments	1,531,986	1,444,779
Other receivables	1,667	7,093
Promises to give - net	349,092	545,978
Grants receivable	7,500	13,799
Cash surrender value of life insurance	3,899	4,945
Funds held for others	<u>177,953</u>	<u>183,789</u>
Total assets	<u><u>\$ 21,694,039</u></u>	<u><u>\$ 19,949,606</u></u>
Liabilities		
Accounts payable	\$ 7,755	\$ 12,221
Custodial funds	<u>177,953</u>	<u>183,789</u>
Total liabilities	<u>185,708</u>	<u>196,010</u>
Net Assets		
Without donor restrictions	1,106,433	1,062,392
With donor restrictions:		
Purpose restriction	10,777,647	9,384,988
Perpetual in nature	<u>9,624,251</u>	<u>9,306,216</u>
Total net assets	<u>21,508,331</u>	<u>19,753,596</u>
Total liabilities and net assets	<u><u>\$ 21,694,039</u></u>	<u><u>\$ 19,949,606</u></u>

The accompanying notes are an integral part of these financial statements.

Alamance Community College Foundation, Inc.
Statements of Activities
For the Years Ended June 30, 2025 and 2024

	Without Donor Restrictions	With Donor Restrictions	2025	2024
Changes in Net Assets				
Revenue and other support:				
Contributions	\$ 225,448	\$ 1,123,096	\$ 1,348,544	\$ 2,306,725
Contributed goods and services	48,593	8,970	57,563	90,658
Support services from ACC	317,844	-	317,844	279,902
Investment income - net	142,334	1,819,146	1,961,480	1,943,897
Other income	8,123	7,120	15,243	18,802
Net assets released from restrictions	1,247,638	(1,247,638)	-	-
Total revenue and other support	1,989,980	1,710,694	3,700,674	4,639,984
Expenses:				
Student scholarships	672,131	-	672,131	751,560
College work study match	75,000	-	75,000	75,000
Other student support	47,095	-	47,095	50,711
Programs and resources for ACC faculty and staff	38,677	-	38,677	34,072
Other education-related programs	780,109	-	780,109	1,133,510
Support services from ACC	265,660	-	265,660	226,717
Other Foundation expenses	67,267	-	67,267	55,943
Total expenses	1,945,939	-	1,945,939	2,327,513
Increase in net assets	\$ 44,041	\$ 1,710,694	\$ 1,754,735	\$ 2,312,471
Net assets - beginning	1,062,392	18,691,204	19,753,596	17,441,125
Net assets - ending	\$ 1,106,433	\$ 20,401,898	\$ 21,508,331	\$ 19,753,596

The accompanying notes are an integral part of these financial statements.

Alamance Community College Foundation, Inc.
Statements of Functional Expenses
For the Years Ended June 30, 2025 and 2024

	Program Services	Management and General	Fundraising	2025	2024
Student scholarships	\$ 672,131	\$ -	\$ -	\$ 672,131	\$ 751,560
College work study match	75,000	-	-	75,000	75,000
Other student support	47,095	-	-	47,095	50,711
Programs and resources for ACC faculty and staff	38,677	-	-	38,677	34,072
Other education-related programs	780,109	-	-	780,109	1,133,510
Support services from ACC	-	132,830	132,830	265,660	226,717
Other Foundation expenses	-	41,515	25,752	67,267	55,943
Total expenses	\$ 1,613,012	\$ 174,345	\$ 158,582	\$ 1,945,939	\$ 2,327,513

The accompanying notes are an integral part of these financial statements.

Alamance Community College Foundation, Inc.
Statements of Cash Flows
For the Years Ended June 30, 2025 and 2024

	<u>2025</u>	<u>2024</u>
Cash Flows from Operating Activities		
Increase in net assets	\$ 1,754,735	\$ 2,312,471
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Net realized and unrealized investment gain	(1,490,007)	(1,457,658)
Endowment contributions	(323,417)	(320,021)
Change in discount on promises to give	(884)	512
Recovery of uncollectible promises to give	-	(4,395)
Cash surrender value of life insurance	1,046	2,278
Changes in operating assets and liabilities:		
Other receivables	5,426	(1,077)
Promises to give	197,770	(453,887)
Grants receivable	6,299	29,713
Accounts payable	(4,466)	(43,005)
	<u>146,502</u>	<u>64,931</u>
Net cash provided by operating activities		
Cash Flows from Investing Activities		
Proceeds from the sale of investments	1,183,722	2,897,555
Purchase of investments	(1,559,246)	(3,116,576)
	<u>(375,524)</u>	<u>(219,021)</u>
Net cash used in investing activities		
Cash Flows from Financing Activities		
Proceeds from contributions restricted for endowment	323,417	320,021
	<u>323,417</u>	<u>320,021</u>
Net cash provided by financing activities		
Net increase in cash	94,395	165,931
Cash and cash equivalents - beginning	2,421,404	2,255,473
Cash and cash equivalents - ending	<u>\$ 2,515,799</u>	<u>\$ 2,421,404</u>

The accompanying notes are an integral part of these financial statements.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 1: Summary of Significant Accounting Policies

Nature of organization - Alamance Community College Foundation, Inc. ("the Foundation") is a nonprofit organization which was formed for the purpose of providing financial support for educational programs of Alamance Community College ("ACC") in the form of student scholarships, professional development for faculty and staff, educational enrichment, and other programs.

Comparative financial information - The financial statements include certain prior-year summarized comparative information in total, but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Foundation's financial statements for the year ended June 30, 2024, from which the summarized information was derived.

Fund accounting - The accounts of the Foundation are maintained in accordance with principles of fund accounting, whereby resources for various purposes are classified for accounting purposes into funds that are in consistent with activities or objectives specified. Separate accounts are maintained for each fund and are reported accordingly.

Operating funds include resources with and without donor restrictions. Currently, funds are restricted for scholarships and other programs. Endowment funds are used to account for donations stipulating that the principal remains intact and only the income from investing the principal is available to be spent. Income from donor-restricted endowments is restricted for specific purposes, unless available for general use as directed by the donor.

Use of estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and cash equivalents - Cash and cash equivalents include all cash balances and highly liquid investments with an original maturity of three months or less. The Foundation has credit risk exposure arising from cash deposits in excess of federally insured limits of \$250,000.

Investments - The Foundation carries investments in marketable securities with readily determinable fair values in the statements of financial position. Unrealized gains are included in the change of net assets in the accompanying statements of activities.

Endowments - The Foundation has adopted investment and spending policies for endowment assets that aim to provide a stable flow of support for the needs of Alamance Community College students and related educational programs while preserving the future purchasing power of the endowment. Under these policies, as approved by the Board of Directors, the endowment assets are invested in a manner that is intended to achieve an annualized total return, through appreciation and income, greater than the annual spending rate (payout and fees) plus inflation (as measured by the broad, domestic Consumer Price Index). Actual returns in any given year may vary.

To satisfy its long-term rate-of-return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends), net of investment management fees and expenses. The Foundation targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term objectives within prudent risk constraints.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 1: Summary of Significant Accounting Policies (continued)

Endowments (continued) - The spending rate for endowed assets is currently up to 5% of the average value of each fund over the previous twelve quarters, unless otherwise specified in the donor agreement.

Advertising - The Foundation expenses advertising costs as incurred. Total advertising costs for the years ended June 30, 2025 and 2024 were \$0 and \$45, respectively.

Functional allocation of expenses - The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Net assets - Net assets, revenues, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets available for use in general operations and not subject to donor restrictions.

Net assets with donor restrictions - Contributions restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire (i.e., when a stipulated time restriction ends or a purpose restriction is accomplished) in the year in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When the restrictions expire, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Note 2: Available Resources and Liquidity

The following reflects the Foundation's financial assets as of year-end, reduced by amounts not available for general use due to donor-imposed restrictions.

	2025	2024
Cash and cash equivalents	\$ 2,515,799	\$ 2,421,404
Investments	18,638,129	16,772,598
Promises to give – receivable in less than one year	<u>339,526</u>	<u>527,297</u>
Total available financial resources	21,493,454	19,721,299
Less assets to fund donor restrictions	<u>20,395,165</u>	<u>18,677,405</u>
Total financial resources available for general use	<u>\$ 1,098,209</u>	<u>\$ 1,043,894</u>

The Foundation routinely receives support from various donors that is more than sufficient to fund operating expenses. Furthermore, management and the Board routinely monitor support through review of the annual budget.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 3: Donated Services, Materials and Facilities

The Foundation receives donated services, materials and facilities from ACC. Services, materials, and facilities are reported at fair market value as of the date of gift. The estimated value of these items has been reflected in the accompanying financial statements as in-kind donations with a like amount included in expenses. In-kind donations from ACC reflected in the financial statements are as follows:

	2025	2024
Administrative	\$ 265,660	\$ 226,717
Other education related programs	52,184	53,185
Total support services	<u>\$ 317,844</u>	<u>\$ 279,902</u>

Note 4: Cash Surrender Value of Life Insurance

The Foundation is the beneficiary of certain whole life insurance policies donated by Foundation supporters. The policies have aggregate death benefits as of June 30, 2025 and 2024 of \$44,000 with an aggregate cash surrender value of \$3,899 and \$4,945, respectively.

Note 5: Promises to Give

Promises to give are recorded at their fair value with amounts due later than one year at present value of estimated future cash flows. Promises to give are as follows:

	2025	2024
BCOE Equipment Campaign	\$ -	\$ 22,500
Shoffner estate gift	-	444,264
Campus Campaign	38,178	34,343
Other	311,348	46,189
Total promises to give	<u>\$ 349,526</u>	<u>\$ 547,296</u>
Receivable in less than one year	\$ 339,526	\$ 527,297
Receivable in one to five years	10,000	19,999
Total promises to give	349,526	547,296
Less discounts to net present value (discount rate at June 30, 2025 and 2024 was 4.54% and 4.67%, respectively)	<u>434</u>	<u>1,318</u>
Promises to give - net	<u>\$ 349,092</u>	<u>\$ 545,978</u>

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 6: Grants Receivable

The Foundation was the beneficiary of a grant, payable over an undetermined term, for the purchase of laboratory equipment and supplies for ACC's Biotechnology Center of Excellence. The balance of the grant receivable as of June 30, 2025 and 2024 was \$0 and \$3,799, respectively.

The Foundation has a grant receivable from United Way of Alamance County with a balance of \$7,500 and \$10,000 as of June 30, 2025 and 2024, respectively.

Note 7: Prater and Dillingham Endowments

The Foundation is the beneficiary of the Elwood Prater Alamance Community College Scholarship Endowment and the JC and Fran Dillingham Endowment administered by the Alamance Community Foundation. All assets held by the Alamance Community Foundation are subject to variance power which allows the Board of Directors of the Alamance Community Foundation to modify any restrictions or conditions on the distribution of assets for any specified charitable purpose or to specified organizations, if in their sole judgment such restriction becomes, in effect, unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the area served by the Foundation.

The Foundation receives an annual distribution from the endowments to use for awarding scholarships. For the fiscal years 2025 and 2024, the distribution approximated 4.0% of the endowment balance. As of June 30, 2025 and 2024, the beneficial interest in the endowments was \$1,531,986 and \$1,444,779, respectively.

Note 8: Investments

Investments held and managed by the Foundation are reported at fair market value. Due to market fluctuations, the stated values may vary.

The following is a summary of investments classified by major type:

	2025		2024	
	Cost	Market	Cost	Market
Fixed income	\$ 4,918,470	\$ 4,843,275	\$ 4,313,631	\$ 4,122,006
Equities	6,487,646	12,262,868	6,348,140	11,205,813
Total investments	<u>\$ 11,406,116</u>	<u>\$ 17,106,143</u>	<u>\$ 10,661,771</u>	<u>\$ 15,327,819</u>

Investment income consists of the following:

	2025	2024
Dividends and interest, net of expenses	\$ 471,473	\$ 486,239
Net realized and unrealized gains	1,490,007	1,457,658
Investment income - net	<u>\$ 1,961,480</u>	<u>\$ 1,943,897</u>

Investment advisory fees totaled \$86,923 and \$80,534 for the years ended June 30, 2025 and 2024, respectively.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 9: Endowment Funds

The Foundation's endowments consist of donor-restricted funds established for a variety of charitable purposes that must be held in perpetuity. These endowments are subject to the Uniform Prudent Management of Institutional Funds Act of 2006 ("UPMIFA"). The Board of Directors of the Foundation has interpreted UPMIFA as requiring the preservation of the fair value of contribution(s) as of the gift date(s) of the donor-restricted endowment funds, absent explicit donor stipulations to the contrary.

As a result of this interpretation, the Foundation retains in perpetuity (1) the original value of contributions donated to the permanent endowment, (2) the original value of subsequent gifts to the permanent endowment, and (3) accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund.

Donor-restricted amounts not retained in perpetuity are subject to appropriation for expenditure by the Foundation in a manner consistent with the standard of prudence prescribed by UPMIFA. The Foundation considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the fund; (2) the purpose of the Foundation and the donor-restricted endowment fund; (3) general economic conditions; (4) the possible effect of inflation and deflation; (5) the expected total return from income and the appreciation of investment; (6) other resources of the Foundation; and (7) the investment policies of the Foundation.

In all events, the actual accumulation or payout from any endowment fund shall be increased or reduced to the extent necessary to avoid a violation of the specific terms of the instrument by which the endowment fund was created.

From time to time, the fair value of assets associated with individual endowment funds may fall below the level that the donor or UPMIFA requires the Foundation to retain as a fund of perpetual duration. In accordance with generally accepted accounting principles, deficiencies of this nature are reported in net assets with donor restrictions. As of June 30, 2025 and 2024, there were no deficiencies of this nature.

The table below sets forth a summary of changes in the fair value of all of the Foundation's Endowments for the years ended June 30, 2025 and 2024, respectively:

	Purpose	Perpetuity	Total
Balance as of June 30, 2023	\$ 6,063,979	\$ 8,991,577	\$ 15,055,556
Contributions	-	314,639	314,639
Investment income - net	1,828,071	-	1,828,071
Disbursements	(558,956)	-	(558,956)
Balance as of June 30, 2024	\$ 7,333,094	\$ 9,306,216	\$ 16,639,310
Contributions	-	318,035	318,035
Investment income - net	1,819,146	-	1,819,146
Disbursements	(501,796)	-	(501,796)
Balance as of June 30, 2025	<u>\$ 8,650,444</u>	<u>\$ 9,624,251</u>	<u>\$ 18,274,695</u>

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 10: Fair Value Measurement

Financial Accounting Standards Board (FASB) *Accounting Standards Codification (ASC), Fair Value Measurements and Disclosures*, establishes a framework for measuring fair value. That framework provides fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

- Level 1: Observable inputs that reflect quoted prices (unadjusted) for identical assets or liabilities in active markets.
- Level 2: Observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities, or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities.
- Level 3: Unobservable inputs that are supported by little or no market activity. Level 3 assets are those whose values are determined using pricing models, discounted cash flow methodologies, or similar techniques with significant unobservable inputs, as well as instruments for which the determination of fair value requires significant judgement or estimation.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following is a description of the valuation methodologies used for assets measured at fair value:

Common stocks, corporate bonds, and U.S. government securities: Valued at the closing price reported on the active market on which the individual securities are traded.

Mutual funds: Consists of equity mutual funds and fixed income mutual funds listed on national markets or exchanges. These mutual funds are valued at the last sales price or, if there is no sale and the market is considered active, at the mean of the last bid and asked prices on such exchange.

Trust funds: The Prater and Dillingham endowment funds are held and managed by Alamance Community Foundation as part of a pooled fund in which the Foundation does not directly hold the underlying shares of invested funds. This is considered a level 2 investment. The underlying funds held by Alamance Community Foundation are readily observable by quoted prices in active markets.

Promises to give: Discounted to approximate fair value.

There have been no changes in the methodology used at June 30, 2025 and 2024.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Foundation believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 10: Fair Value Measurement (continued)

The following table sets forth, by level within the fair value hierarchy, the Foundation's assets at fair value as of June 30, 2025:

	Total	Level 1	Level 2	Level 3
Mutual funds:				
Fixed income	\$ 4,843,275	\$ 4,843,275	\$ -	\$ -
Equities	12,262,868	12,262,868	-	-
Trust funds	1,531,986	-	1,531,986	-
Promises to give – net	349,092	-	-	349,092
Total assets at fair value	<u>\$ 18,987,221</u>	<u>\$ 17,106,143</u>	<u>\$ 1,531,986</u>	<u>\$ 349,092</u>

The following table sets forth, by level within the fair value hierarchy, the Foundation's assets at fair value as of June 30, 2024:

	Total	Level 1	Level 2	Level 3
Mutual funds:				
Fixed income	\$ 4,122,006	\$ 4,122,006	\$ -	\$ -
Equities	11,205,813	11,205,813	-	-
Trust funds	1,444,779	-	1,444,779	-
Promises to give – net	545,978	-	-	545,978
Total assets at fair value	<u>\$ 17,318,576</u>	<u>\$ 15,327,819</u>	<u>\$ 1,444,779</u>	<u>\$ 545,978</u>

The table below sets forth a summary of changes in the fair value of the Foundation's Level 3 assets for the year ended June 30, 2025:

	2025	2024
Balance – beginning of year	\$ 545,978	\$ 88,208
New pledges, payments, and discounts – net	(196,886)	457,770
Balance – end of year	<u>\$ 349,092</u>	<u>\$ 545,978</u>

Note 11: Custodial Funds

In 2015, The Foundation became the custodian of certain investments held for the benefit of ACC, provided as a donation through the Rebecca S. Thigpen estate. The fair market value of the account was \$177,953 and \$183,789 as of June 30, 2025 and 2024, respectively.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 12: Net Assets with Donor Restrictions

Net assets with donor restrictions are restricted for the following purposes or periods:

Net assets with a restricted purpose are available for scholarships, college work study, and other educational programs and totaled \$10,778,414 and \$9,384,988 as of June 30, 2025 and 2024, respectively.

Net assets to be held in perpetuity consist of academic, program, memorial, and various other endowment funds and totaled \$9,624,251 and \$9,306,216 as of June 30, 2025 and 2024, respectively.

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose specified by the donors as follows for the years ended June 30:

	2025	2024
Student scholarships	\$ 537,816	\$ 609,872
Other student support	54,742	198,922
Other education related programs	652,239	845,907
Other Foundation expenses	2,540	6,075
Total net assets released	\$ 1,247,638	\$ 1,660,776

Note 13: Income Taxes

The Foundation is exempt from income taxes under Internal Revenue Code Section 501(c)(3) and the applicable state tax laws. The Internal Revenue Service has determined that the Foundation is not a private foundation within the meaning of Section 509(a) of the Internal Revenue Code. Management is unaware of any uncertain tax position in the financial statements that would jeopardize the Foundation's tax-exempt status or otherwise requires disclosure.

Note 14: Related Party Transactions

Foundation Directors conduct transactions with the Foundation that occur within a normal contributor or supplier relationship, on terms and conditions no more favorable than those with which it is reasonable to expect the entity would have adopted if dealing with the Director at arm's length in similar circumstances. These transactions include the following and have been quantified below where the transactions are considered likely to be of interest to users of the financial statements:

Directors' contributions and donations to the Foundation and its endowments totaled \$60,026 and \$91,439 for the years ended June 30, 2025 and 2024, respectively.

Note 15: Functional Expenses

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include salaries and related benefits, and insurance, which are part of the support services from ACC line item in the statements of functional expenses. They are all allocated based on estimates of time and effort, as the only space used by the Foundation is office space and time spent determines the use of that area.

Alamance Community College Foundation, Inc.
Notes to Financial Statements
June 30, 2025 and 2024

Note 16: Subsequent Events

The Foundation has evaluated events and transactions that occurred between June 30, 2025 and October 14, 2025, which is the date that the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.



Budget and Finance Committee

Sponsor: Elizabeth Thomas

Date: January 9, 2026

Title of Document: Foundation Finance Report

Summary:

§ 115D-20 - The board of directors of each private, nonprofit corporation shall secure and pay for the services of the State Auditor's Office or employ a certified public accountant to conduct an annual audit of the financial accounts of the corporation. The board of directors shall transmit to the board of trustees a copy of the annual financial audit report of the private nonprofit corporation

The Board of Directors of the Alamance Community College Foundation engaged Gilliam Bell Moser LLP to audit the ACCF Financial Statements for the period July 1, 2024 - June 30, 2025.

Gilliam Bell Moser has audited the accompanying financial statements of Alamance Community College Foundation, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Action needed: Review the ACCF audit for 2024-2025.



Budget and Finance Committee

Sponsor: Elizabeth Thomas

Date: January 9, 2026

Title of Document: Finance Report for YTD December 2025

Summary:

This report is produced for the Board of Trustees of Alamance Community College and is intended to provide both budget and financial information for the month ending December 31, 2025. This report is unadjusted and unaudited, meaning that inconsistencies (e.g. due to timing), transfers, and other items may still need processing for accurate comparison to prior statements. This report includes the following exhibits:

- o Exhibit A - State Accounting Fund: Year-to-Date E
- o Exhibit B - County Accounting Fund: Year-to-Date Buc
- o Exhibit C – Institutional Accounting Fund: Year-to-Date Sur
- o Exhibit D – Institutional Accounting Fund: Year-to-Dat



Budget and Financial Information

For the
Month Ending
December-25

This report is produced for the Board of Trustees of Alamance Community College and is intended to provide both budget and financial information for the month ending December 31, 2025. This report is unadjusted and unaudited, meaning that consistencies (e.g. due to timing), transfers, and other items may still need processing for accurate comparison to prior statements. This report includes the following exhibits:

- **Exhibit A - State Accounting Fund: Year-to-Date Budget Report**
- **Exhibit B - County Accounting Fund: Year-to-Date Budget Report**
- **Exhibit C – Institutional Accounting Fund: Year-to-Date Summary Report**
- **Exhibit D – Institutional Accounting Fund: Year-to-Date Detail Report**

Report highlights include:

The college budget is strong with increased enrollment. Institutional funds also support the college should any unexpected expenses occur.

- **Exhibit A--State Accounting Fund:** The College has expensed 47.25% of the State budget with 50% of the year completed. Continuing Education increased course offering this year by 15%, creating a 15% increase in estimated FTE's.
- **Exhibit B—County Accounting Fund:** The College is on track for a balanced County budget in fiscal year 2025-2026 with 48.90% spent through December.
- **Exhibit C— Institutional Accounting Fund Balance Summary Report:** The College has Institutional funds available to support items not supported by state and county funds. Funds are owed for federal grants and capital projects due to timing differences.
- **Exhibit D—Institutional Accounting Fund Balance Detail Report:** The college spent 8.4 million in Institutional funds through December. The largest expenses include financial aid and construction projects.
- **Negative program balances:** **Planned** negative balances appear in reports usually as a result of spending first, then receiving reimbursement later, such as with financial aid, grant programs, and capital projects. There are no Institutional funds with unplanned negative balances to report.

Exhibit A - State Funds

Division	Budget 7/1/25	Actual	Remaining	%	Prior Year
Executive Management	1,587,213.00	764,668.99	822,544.01	48.18%	1,359,894.01
Financial Services	1,525,480.00	837,076.98	688,403.02	54.87%	1,472,101.45
General Administration	2,018,820.00	1,105,838.83	912,981.17	54.78%	1,815,793.09
Information Systems	1,740,417.00	1,049,174.65	691,242.35	60.28%	1,426,370.30
Institutional Support	6,871,930.00	3,756,759.45	3,115,170.55	54.67%	6,074,158.85
Curriculum Instruction	15,666,538.00	7,688,584.21	7,977,953.79	49.08%	14,484,552.48
Curriculum Support	1,675,786.00	729,995.70	945,790.30	43.56%	1,270,617.51
BioBetter	598,985.00	147,111.54	451,873.46	24.56%	459,975.06
Curriculum	17,941,309.00	8,565,691.45	9,375,617.55	47.74%	16,215,145.05
Occupational Ext. Instruction	2,039,668.00	1,086,451.72	953,216.28	53.27%	1,666,536.95
Occupational Ext. Support	1,274,058.00	638,663.48	635,394.52	50.13%	1,004,915.24
Continuing Education Support	1,038,570.00	513,350.46	525,219.54	49.43%	1,008,506.94
Continuing Education	4,352,296.00	2,238,465.66	2,113,830.34	51.43%	3,679,959.13
Adult Basic Education Title 2	1,450,820.00	670,628.31	780,191.69	46.22%	1,237,632.00
Adult High School	206,240.00	92,503.96	113,736.04	44.85%	190,425.00
Integrated Education(IET)	100,000.00	57,497.33	42,502.67	57.50%	94,720.39
Literacy Special Programs	49,666.00	8,307.30	41,358.70	16.73%	22,884.27
College and Career Readiness	1,806,726.00	828,936.90	977,789.10	45.88%	1,545,661.66

Exhibit A - State Funds

Division	Budget 7/1/25	Actual	Remaining	%	Prior Year
Small Business Centers	174,737.00	65,970.14	108,766.86	37.75%	170,494.19
Customized Training	118,746.00	80,727.25	38,018.75	67.98%	190,400.64
Apprenticeship	407,498.00	156,553.31	250,944.69	38.42%	58,235.48
Industry Support	700,981.00	303,250.70	397,730.30	43.26%	419,130.31
Library/Learning Center	565,996.00	262,436.28	303,559.72	46.37%	550,165.04
Student Services	3,716,917.00	1,652,885.52	2,064,031.48	44.47%	2,657,812.61
IDD Training (Devt Disab)	194,000.00	61,219.14	132,780.86	31.56%	111,768.46
Childcare	56,641.00	6,755.00	49,886.00	11.93%	54,036.00
Scholarships	42,669.00	10,129.21	32,539.79	23.74%	33,597.10
Student Services	4,010,227.00	1,730,988.87	2,279,238.13	43.16%	2,857,214.17
Equipment	2,349,821.00	554,940.49	1,794,880.51	23.62%	948,505.49
Books	46,188.00	16,888.02	29,299.98	36.56%	46,627.96
Capital Outlay	2,396,009.00	571,828.51	1,824,180.49	23.87%	995,133.45
Grand Total	38,645,474.00	18,258,357.82	20,387,116.18	47.25%	32,336,567.66

Exhibit B - County Funds

Division	Budget 7/1/25	Actual	Remaining	%	Prior Year
Executive Management	658,685.00	475,594.19	183,090.81	72.20%	587,375.00
Plant Operations	3,517,712.00	1,753,934.25	1,763,777.75	49.86%	3,181,915.00
Plant Maintenance	759,785.00	407,335.85	352,449.15	53.61%	799,030.00
Facilities Services	4,277,497.00	2,161,270.10	2,116,226.90	50.53%	3,980,945.00
Capital Projects	536,000.00	110,927.60	425,072.40	20.70%	355,618.00
Capital Carryforward	152,650.00	2,989.00	149,661.00	1.96%	51,472.00
Capital Outlay	688,650.00	113,916.60	574,733.40	22.65%	407,090.00
Grand Total	5,624,832.00	2,750,780.89	2,874,051.11	48.90%	4,975,410.00

Exhibit C

Department	Beginning 7/1/25	Revenues	Expenses	Balance
Bookstore	\$ 1,624,297.92	\$ 542,260.80	\$ 545,983.06	\$ 1,620,575.66
Proprietary Funds	\$ 21,276.38	\$ 289.00	\$ 30,769.36	\$ (9,203.98)
Unrestricted	\$ 667,683.42	\$ 104,212.11	\$ (29,393.23)	\$ 801,288.76
Vending	\$ 46,803.41	\$ 8,055.30	\$ 42,618.98	\$ 12,239.73
College Funds	\$ 2,360,061.13	\$ 654,817.21	\$ 589,978.17	\$ 2,424,900.17
College Fees	\$ 644,503.95	\$ 494,612.40	\$ 455,409.19	\$ 683,707.16
Course Fees	\$ 310,100.26	\$ 266,097.17	\$ 167,433.68	\$ 408,763.75
Live Projects	\$ 312,071.97	\$ 35,337.47	\$ 45,459.84	\$ 301,949.60
Self-Supporting	\$ 557,686.04	\$ 71,051.03	\$ (38,165.94)	\$ 666,903.01
College Support Funds	\$ 1,824,362.22	\$ 867,098.07	\$ 630,136.77	\$ 2,061,323.52
Federal Grants	\$ 33,923.50	\$ 508,806.02	\$ 502,702.54	\$ 40,026.98
Grants	\$ 12,375.60	\$ -	\$ 13,585.56	\$ (1,209.96)
NCCCS Grant	\$ 682,961.00	\$ 59.00	\$ 150,472.65	\$ 532,547.35
State Grants	\$ 730,316.42	\$ 28,590.86	\$ (1,611.16)	\$ 760,518.44
Grants	\$ 1,459,576.52	\$ 537,455.88	\$ 665,149.59	\$ 1,331,882.81
Federal Scholarships	\$ (12,210.14)	\$ 3,616,532.87	\$ 3,938,719.08	\$ (334,396.35)
State Scholarships	\$ 226,967.05	\$ 188,656.92	\$ 270,555.73	\$ 145,068.24
Federal Administrative Funds	\$ 175,504.92	\$ (59.00)	\$ 1,079.79	\$ 174,366.13
Financial Aid and Scholarships	\$ 390,261.83	\$ 3,805,130.79	\$ 4,210,354.60	\$ (14,961.98)
Capital Assets	\$ 86,247,538.94	\$ 490.00	\$ 176,783.58	\$ 86,071,245.36
Capital Projects	\$ (109,197.48)	\$ 1,630,352.74	\$ 2,202,574.16	\$ (681,418.90)
Capital Funds	\$ 86,138,341.46	\$ 1,630,842.74	\$ 2,379,357.74	\$ 85,389,826.46
Grand Total	\$ 92,172,603.16	\$ 7,495,344.69	\$ 8,474,976.87	\$ 91,192,970.98

Exhibit D

Department	Beginning 7/1/25	Revenues	Expenses	Balance	Notes
Bibliu Bookstore Charges	27,690.00	531,281.11	473,312.00	85,659.11	
Bookstore	1,596,607.92	10,979.69	72,671.06	1,534,916.55	
Bookstore	1,624,297.92	542,260.80	545,983.06	1,620,575.66	
Duplicating Center	17,720.45	289.00	5,741.83	12,267.62	
Public Information & Marketing	3,555.93	0.00	25,027.53	-21,471.60	
Proprietary	21,276.38	289.00	30,769.36	-9,203.98	
Graduation	10,140.43	3,371.00	1,913.60	11,597.83	
Administrative Services	98.30	5,000.00	951.96	4,146.34	
Board of Trustees	0.00	0.00	1,346.36	-1,346.36	
Capital Investments Fund	264,690.77	38,613.64	0.00	303,304.41	
Continuing Education	564.45	8,000.00	500.00	8,064.45	
Curriculum	-1,017.41	20,000.00	13,099.19	5,883.40	
Executive Vice President	4,576.84	0.00	1,022.62	3,554.22	
Fiscal Services	313,421.72	9,227.47	64,356.02	258,293.17	
Lost Revenues-Instituional	5,416.83	0.00	2,340.00	3,076.83	
Lost State Revenue	38,582.27	0.00	15,563.23	23,019.04	
Presidents Office	-12,279.01	20,000.00	6,532.77	1,188.22	
Thigpen Trust	43,488.23	0.00	15,974.54	27,513.69	
Unrestricted	667,683.42	104,212.11	-29,393.23	801,288.76	
Vending	46,803.41	8,055.30	42,618.98	12,239.73	
College Funds	2,360,061.13	654,817.21	589,978.17	2,424,900.17	
CE Technology Fee	152.59	0.00	0.00	152.59	
Curriculum CAPS Fee	184,061.05	44,744.04	117,632.92	111,172.17	
Curriculum Technology Fee	144,340.43	67,667.20	124,437.00	87,570.63	
Excess Fees	0.00	270,000.00	0.00	270,000.00	Created from Excess Fees in Accounts
Graduation	6,293.00	16,163.41	9,870.41	12,586.00	
Learning Resource Center	1,074.70	354.28	32.42	1,396.56	
Student Activity Fee - CU	236,743.49	89,517.78	203,436.44	122,824.83	
Traffic Control, Parking and S	71,838.69	6,165.69	0.00	78,004.38	
College Fees	644,503.95	494,612.40	455,409.19	683,707.16	
Advertising Graphics Technolog	0.00	3,230.00	0.00	3,230.00	
Agriculture	0.00	975.00	0.00	975.00	
Automotive Technology	84.22	4,500.00	0.00	4,584.22	
Beauty Professional	2,400.00	12,326.35	0.00	14,726.35	
Biotechnology	3,574.37	2,092.88	318.74	5,348.51	
BLET Uniforms	0.00	5,222.00	3,727.84	1,494.16	
Computer Aided Drafting Tech	0.00	925.00	0.00	925.00	
Con-Ed Fees - Public Safety	116,247.48	11,273.78	0.00	127,521.26	
Con-Ed Fees - Special Programs	21,997.27	2,996.45	0.00	24,993.72	
Cosmetology	0.00	28,466.29	17,904.60	10,561.69	
Criminal Justice	700.00	2,650.00	0.00	3,350.00	
Culinary Technology	-869.29	2,011.00	660.85	480.86	
Dental Assistant	20,039.71	10,033.50	3,559.08	26,514.13	
Emergency Medical Science	16,015.00	-5,162.00	0.00	10,853.00	
EMS-Graham	25,771.51	5,595.00	-5,870.50	37,237.01	
Health Care	25.00	5,155.00	0.00	5,180.00	
Humanities & Fine Arts	0.00	1,100.00	0.00	1,100.00	
Law Enforcement - Cont Edu	0.00	0.00	6,453.39	-6,453.39	
Machining	0.00	4,565.00	0.00	4,565.00	
Massage Therapy	0.00	460.00	0.00	460.00	
Mechatronic/Industrial Systems	0.00	1,042.62	0.00	1,042.62	
Medical Assistant	17,549.68	6,487.00	121.20	23,915.48	
Medical Lab Technician	6,234.18	1,204.73	0.00	7,438.91	
Misc Curriculum Fees	12,256.09	7.00	0.00	12,263.09	
Natural Sciences	17,992.83	15,510.00	6,408.00	27,094.83	

Exhibit D

Department	Beginning 7/1/25	Revenues	Expenses	Balance	Notes
Nurse Aide	14,896.73	10,433.77	4,020.00	21,310.50	
Nursing	34,073.48	77,769.26	130,130.48	-18,287.74	
Pottery	330.00	4,675.00	0.00	5,005.00	
Professional Development& CEUs	0.00	4,126.54	0.00	4,126.54	
Professional Dog Grooming	782.00	11,730.00	0.00	12,512.00	
Trade & Industry	0.00	510.00	0.00	510.00	
Vet Tech - HCWF	0.00	650.00	0.00	650.00	
Welding	0.00	33,536.00	0.00	33,536.00	
Course Fees	310,100.26	266,097.17	167,433.68	408,763.75	
Animal Care and Management	411.58	0.00	0.00	411.58	
Automotive Technology	-5,523.54	92.60	0.00	-5,430.94	
Cosmetology	188,266.28	18,468.35	43,675.31	163,059.32	
Culinary Food Service	33,264.70	2,603.00	23.79	35,843.91	
Culinary Technology	-869.29	0.00	6.69	-875.98	
Dental Assistant	67,608.93	372.00	6.21	67,974.72	
Massage Therapy	28,913.31	13,801.52	1,747.84	40,966.99	
Live Projects	312,071.97	35,337.47	45,459.84	301,949.60	
Comm Svc - Graham - Self Supp	164,942.51	32,347.89	-88,195.96	285,486.36	
Continuing Educ Service Fees	44,652.25	10,991.43	0.00	55,643.68	
Non-FTE/ Self-Supporting	0.00	2,780.00	13,978.08	-11,198.08	
OE Self Supp	32,417.47	16,538.19	8,742.69	40,212.97	
Occupational Extension	246,401.55	7,529.52	2,348.77	251,582.30	
Public Offerings	0.00	0.00	1,278.91	-1,278.91	
Special Programs	30,041.64	1,512.00	-2,625.29	34,178.93	
Summer Camp	39,230.62	-648.00	26,306.86	12,275.76	
Self-Supporting	557,686.04	71,051.03	-38,165.94	666,903.01	
College Support Funds	1,824,362.22	867,098.07	630,136.77	2,061,323.52	
Cyberskills Grant	704.28	0.00	0.00	704.28	
Digital Navigator Grant	13,534.91	0.00	13,508.87	26.04	
Firehouse Public Safety Grant	-1,863.59	0.00	76.69	-1,940.28	
College Grants	12,375.60	0.00	13,585.56	-1,209.96	
ACE Grant	12,550.34	73,569.45	86,604.72	-484.93	
AEFLA Section 243	-3,523.54		229.70	-3,753.24	
AJOBS-JCPC Grant	-29,414.55	58,975.38	45,695.14	-16,134.31	Due From Federal Government
AWESM Grant	0.00	0.00	-174.17	174.17	
BioWorks Federal Grant	-652.75	-985.65	0.00	-1,638.40	
College Work Study	84,570.73	99,273.00	47,312.63	136,531.10	
SIP - PACE Program	2,581.04	83,701.72	150,479.27	-64,196.51	Due From Federal Government
Steps4Growth Fed Grant (ARP)	-12,217.67	70,509.56	43,058.26	15,233.63	
TRIO Student Support Services	-19,970.10	123,762.56	129,496.99	-25,704.53	Due From Federal Government
Federal Grants	33,923.50	508,806.02	502,702.54	40,026.98	
America 250 Grant	4,494.55	3,000.00	1,635.41	5,859.14	
C-Step Grant	-8,052.83	10,000.00	1,088.89	858.28	
TECAT State Funds	753,627.60	4,790.86	0.00	758,418.46	
NSF Mentor Connect	-526.10	0.00	305.39	-831.49	
Governors Crime Commission	-14,732.25	13,800.00	-3,005.44	2,073.19	
State Grants	730,316.42	28,590.86	-1,611.16	760,518.44	
Longleaf Commitment Grant	225,482.00	59.00	0.00	225,541.00	
NC Community Colleges Boost	457,479.00	0.00	150,472.65	307,006.35	
NCCCS Grants	682,961.00	59.00	150,472.65	532,547.35	
Grants	1,459,576.52	537,455.88	665,149.59	1,331,882.81	
Overhead Receipts - DOE	151,199.32	0.00	866.32	150,333.00	
Overhead Receipts - VA	24,305.60	0.00	1,913.47	22,392.13	
Federal Administrative Funds	175,504.92	0.00	2,779.79	172,725.13	

Exhibit D

Department	Beginning 7/1/25	Revenues	Expenses	Balance	Notes
SEOG	21,178.18	69,147.00	50,501.53	39,823.65	
Pell 2007 - 2008	15,812.28	0.00	0.00	15,812.28	
Pell 2024 - 2025	-49,200.60	59,581.40	10,380.80	0.00	
Pell 2025-2026	0.00	3,487,804.47	3,876,136.75	-388,332.28	Due from Federal Government
Federal Financial Aid	-12,210.14	3,616,532.87	3,937,019.08	-332,696.35	
Criminal Justice Fellow Scholarship	0.00	0.00	1,206.00	-1,206.00	
FELS	-807.00	0.00	0.00	-807.00	
Golden Leaf Scholarships	-14,250.02	5,500.00	18,500.00	-27,250.02	Due from Golden Leaf
Helene relief	-926.00	0.00	269.00	-1,195.00	
Less than Half Time Grants	-13,299.00	9,819.00	1,900.00	-5,380.00	
NC Guarantee	137,937.00	171,392.00	174,072.00	135,257.00	
OSBM Student Support - 50223	96,380.36	623.92	67,231.73	29,772.55	
Short-term Workforce Dev Grant	0.00	0.00	3,500.00	-3,500.00	
Targeted Assistance Grant	21,931.71	1,263.00	3,877.00	19,317.71	
State Scholarships	226,967.05	188,597.92	270,555.73	145,009.24	
Financial Aid and Scholarships	390,261.83	3,805,130.79	4,210,354.60	-14,961.98	
Expended Plant Fund	86,247,538.94	490.00	176,783.58	86,071,245.36	
BioTech Third Floor Upfit	-48,300.00	100,739.00	96,864.00	-44,425.00	Due From State SCIF
Covington Barn	-23,400.00	23,400.00	17,400.00	-17,400.00	
NCDEQ EV Grant	-79,104.21	79,104.00	0.00	-0.21	
Public Safety Training Center	311,606.74	947,786.74	1,888,987.16	-629,593.68	Due From State SCIF
Wayfinding Project	0.00	199,323.00	199,323.00	0.00	
Welding Ventilation	-270,000.01	280,000.00	0.00	9,999.99	
Capital Funds	86,138,341.46	1,630,842.74	2,379,357.74	85,389,826.46	
Total	92,172,603.16	7,495,344.69	8,474,976.87	91,192,970.98	



Curriculum & Student Engagement

Sponsor: Sonya McCook

Date: January 12, 2026

Title of Document: Proposed revisions, additions, and terminations to programs of study

Summary:

The Curriculum and Instruction committee reviewed a broad set of curriculum updates across multiple divisions to improve student preparation for workforce entry and transfer pathways. Many programs proposed course replacements, removals, or additions to better align with industry needs, reduce redundancy, and strengthen elective options. Several low-enrollment or outdated certificates and diplomas—such as those in Industrial Systems Technology, Mechatronics, Business Administration, and Medical Auditing—are being discontinued. New certificates in fields such as Agribusiness, Graphic Design, Business Data Analytics, Biotechnology, and Medical Laboratory Technology will offer focused, in-demand skills and flexible pathways, including online options and Career and College Promise (CCP) alignment.

Programs such as Automotive Systems, Computer-Integrated Machining, Culinary Arts, IT, and Medical Assisting added or revised courses to enhance hands-on learning, workplace readiness, and program relevance. Transfer-related updates include removing unnecessary prerequisites, adjusting course offerings tied to articulation agreements, and clarifying math and science pathways. Many changes aim to streamline catalogs, strengthen core requirements, and improve consistency across programs. Overall, the revisions support student success by modernizing curricula, expanding credential options, and ensuring alignment with industry expectations and transfer standards.

Action: Approve program additions, revisions, and deletions for Fall 2026.

Curriculum and Instruction Committee Approved Changes

APPLIED ENGINEERING, AGRICULTURE & SKILLED TRADES DIVISION	
PROPOSED CHANGE	EXPLANATION
AGRIBUSINESS TECHNOLOGY	
<p>1. Agribusiness Technology AAS (A15100)</p> <ul style="list-style-type: none"> Remove- HOR 116- Landscape Management I <p style="background-color: yellow;">FALL 2026 Implementation Date</p> <p>2. NEW Agribusiness Technology Certificate (C15100)</p> <p style="background-color: yellow;">FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> HOR 116 will be removed from the picklist, making AGR 111 (Basic Farm Maintenance) a required course for the degree. The Agribusiness Technology Certificate will be offered 100% online. This certificate is designed to meet the increasing demand from students for flexible credentials that can be earned alongside other Associate degrees.
AIR CONDITIONING, HEATING, AND REFRIGERATION TECHNOLOGY	
<p>3. Air Conditioning, Heating, and Refrigeration Certificate (C35100)</p> <ul style="list-style-type: none"> Remove- AHR-115- Refrigeration Systems <p style="background-color: yellow;">FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> The Curriculum Course Review Committee (CCRC) changed the contact and credit hours of AHR 115, so the certificate will be above the maximum credit hour limit (18 credit hours)
AUTOMOTIVE SYSTEMS TECHNOLOGY	
<p>4. Automotive Systems Technology AAS (A60160)</p> <ul style="list-style-type: none"> Add- WBL-111- Work-Based Learning I as a requirement <p style="background-color: yellow;">FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> Adding WBL-111 to the Automotive Systems Technology AAS will allow students to be able to be in a garage setting and prepare students for workforce.
COMPUTER-INTEGRATED MACHINING	

<p>5. Computer-Integrated Machining (A50210)</p> <ul style="list-style-type: none"> • Remove- MAC-222- Advanced CNC Turning from electives, MAC-224- Advanced CNC Milling from electives, MAC 231-CNC Graphics Prog: Milling from electives • Add- MAC-114- Intro to Metrology to requirements from elective picklist, ISC-112- Industrial Safety to requirements from elective picklist <p>FALL 2026 Implementation Date</p> <p>6. Computer-Integrated Machining (A50210) and its subset: (A50210M)</p> <ul style="list-style-type: none"> • Remove- MAC 231- CNC Graphics Prog: Turning and MAC 232- CNC Graphics Prog: Milling from ACC Catalog. • Add- WBL 111- Work-based learning, WBL 112- Work-based learning, and EGR 285- Design Project to picklist requirements. <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> • MAC 222, MAC 224, and MAC 231 can be included in regular Turning and Milling, so these courses become redundant. Adding MAC 114 (New Course) and ISC 112 to the elective picklist will allow students options that are more relevant to future job experience and related to their program of study. • Removing MAC 231 and MAC 232 from the ACC catalog since we will not offer these courses anymore. Both courses are only offered in the Computer-Integrated Machining Program. If a student transfers to ACC with these courses, we will accept those credits.
CULINARY ARTS	
<p>7. Culinary Arts AAS (A55150)</p> <ul style="list-style-type: none"> • Remove- WBL-110-World of Work and CUL-280-Pastry and Confections • Replace with CUL-283- Farm to Table (new course) <p>FALL 2026 Implementation Date</p> <p>8. NEW: Culinary Arts Diploma (D55150), Culinary Arts Fundamentals Certificate (C55150F), Baking Certificate (C55150B), Cold Food Certificate (C55150C), Line Cook Certificate</p> <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> • Removing CUL 280 since it is a high-level baking course and not a culinary course. Replacing CUL-280 with CUL 283 students from the culinary program as well as the agricultural science program will work together for the Farm to Table course. This allows students to gain a new set of skills for workplace or further education paths. • Adding these new Culinary credentials allows students to hone in on specific skills within the Culinary program. These credentials will meet industry needs without having to obtain an Associate's degree and allowing students to enter the workforce sooner.

	<ul style="list-style-type: none"> diplomas and certificates will allow students to obtain a diploma or certificate and allow them to enter the workforce sooner.
GRAPHIC DESIGN	
<p>9. Graphic Design AAS (A30100)</p> <ul style="list-style-type: none"> Remove- GRD-180 Interactive Design and Replace with GRD-184- Content Creation (New Course) in elective picklist. <p>FALL 2026 Implementation Date</p> <p>10. NEW: Graphic Design Diploma, Graphic Design Essential Certificate- 16 credit hours, Intermediate Design Certificate, Graphic Design for Content Creators Certificate, and Graphic Design for Content Creators CCP Pathway (replica)</p> <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> Replacing GRD 180 with GRD 184 will be an optional elective that has no pre requisites and that caters to the growing of social media marketing and content creation within graphic design. Adding these new Graphic Design diplomas and certificates will allow students to have more options within the graphic design program. It also allows students to obtain a diploma or certificate sooner and be able to enter the workforce sooner.
HORTICULTURE TECHNOLOGY	
<p>11. Horticulture Technology AAS (A15240)</p> <ul style="list-style-type: none"> Add-AGR-265- Organic Crop Production: Spring to elective picklist <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> This allows students to gain knowledge in Spring Crop Production and use this knowledge in the workplace or in their education path. Students have been requesting this as an elective and vegetable production is a key part of the horticulture industry.
INDUSTRIAL SYSTEMS TECHNOLOGY	
<p>12. Industrial Systems Technology Basic Certificate (C50240)</p> <ul style="list-style-type: none"> Terminate Industrial Systems Technology Basic Certificate <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p>

	<ul style="list-style-type: none"> This program has low enrollment and is not currently recognized by the industry
MECHANICAL ENGINEERING TECHNOLOGY	
<p>13. Mechanical Engineering Technology AAS (A40320)</p> <ul style="list-style-type: none"> Add- ISC-112-Industrial Safety as a requirement and MEC-130-Mechanisms to elective picklist Create picklist in requirements select one: -DFT-259- CAD Project -EGR-285- Design Project -WBL-112- Work Based Learning I Create picklist in requirements select one: -ELC-128-Intro to PLC's CIS-115-Intro to Programming and Logic <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> The addition of ISC 112 and MEC 130 will allow students to gain a skillset for future employment or educational pathway.
MECHATRONICS ENGINEERING TECHNOLOGY	
<p>14. Mechatronics Engineering Technology Basic Certificate (C50240)</p> <ul style="list-style-type: none"> Terminate- Mechatronics Engineering Technology Basic Certificate <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> This certificate has very low enrollment and is not currently recognized by industry as useful. Students cannot obtain employment or advance in their careers with this certificate.
BUSINESS, ARTS AND SCIENCES DIVISION	
PROPOSED CHANGE	EXPLANATION
BUSINESS ADMINISTRATION	
<p>15. Business Administration AAS (A25120)- Parent Program</p> <ul style="list-style-type: none"> ADD HUM-230- Leadership development to Humanities/Fine Arts picklist <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> HUM 230 is directly relevant to Business Administration students.
<p>16. Business Administration AAS (A25120)- Parent Program and its child programs</p>	

<ul style="list-style-type: none"> • Remove- CIS-110 Introduction to Computers • Replace with OST-137 Office Applications I as the required Computer Application course <p>FALL 2026 Implementation Date</p> <p>17. Business Administration-General Business Administration AAS (A25120B), Business Administration-Human Resource Management AAS (A25120A)</p> <ul style="list-style-type: none"> • Remove- BUS-135 Prin of Supervision from elective picklist • Replace- with BAS-120 Intro to Analytics to elective picklist <p>FALL 2026 Implementation Date</p> <p>18. NEW Business Data Analytics Certificate (C25120D)</p> <p>FALL 2026 Implementation Date</p> <p>19. TERMINATE Business Administration Diploma (D25120)</p> <p>FALL 2026 Implementation Date</p> <p>20. TERMINATE-Business Administration-Supervision Certificate (C25120S)</p> <p>FALL 2026 Implementation Date</p> <p>21. REMOVE-BUS-135 Prin of Supervision from ACC Catalog</p> <ul style="list-style-type: none"> • Is only in the Business Administration program <p>FALL 2026 Implementation Date</p> <p>22. REMOVE- MKT-223 Customer Experience from ACC Catalog</p> <ul style="list-style-type: none"> • Is in Business Administration programs and Artificial Intelligence AAS <p>FALL 2026 Implementation Date</p>	<ul style="list-style-type: none"> • Replacing CIS 110 with OST 137 will allow students to gain knowledge on specific software applications they will use in the workforce. • Removing BUS 135 from the elective picklist since the principles of supervision will be incorporated all business administration courses. Adding BAS 120 as an elective option will allow students to learn this highly in-demand skill set they can use in the workforce. • The new Business Data Analytics Certificate will take the core courses from the Business Administration-Data Analytics AAS and place them in a certificate program. This will offer students an alternative credential and allow students to obtain this certificate while pursuing another degree or allow them to enter the workforce sooner. • The Business Administration AAS and the Business Administration Supervision Certificate both had low enrollment. The diploma is not recognized by the industry as most positions require an AAS or skills specific to a certificate. • Business Administration courses will teach the principles of supervision and customer experience so BUS 135 and MKT 223 can be removed from the course catalog.
CAREER AND COLLEGE READY PATHWAY	
<p>23. NEW Career and College Ready Pathway (C90990A)</p> <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p>

	<ul style="list-style-type: none"> This pathway will allow CCP students who do not meet GPA or other eligibility requirements to take supplemental and career preparatory courses. If completed students can then qualify for another CCP pathway.
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INFORMATION TECHNOLOGY

<p>24. NEW Data Analysis CCP Pathway (C25590SP) FALL 2026 Implementation Date</p> <p>25. IT- Computer Programing and Development AAS (A25590P)</p> <ul style="list-style-type: none"> ADD- ELC-128- Intro to PLC Programming to elective picklist ADD-CSC-113- Artificial Intelligence Fundamentals to elective picklist <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> As a CCP Pathway, this will provide students with knowledge of data analysis that can help them if seeking a career in business administration, engineering, or information sciences. Adding ELC-128 and CSC-113 to the elective picklist will allow students to take courses as an elective that is more aligned directly with their field of study and will better prepare them for future workforce or further education.
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UNIVERSITY TRANSFER

<p>26. TERMINATE Associate in Arts- Online (A10100I) FALL 2026 Implementation Date</p> <p>27. Associate in Fine Arts-Music (A10700)</p> <ul style="list-style-type: none"> REMOVE ACC Pre-requisite MUS 111 Fundamentals of Music for MUS 121 Music Theory I and MUS-125 Aural Skills I <p>FALL 2026 Implementation Date</p> <p>28. Associate in Arts (A10100), Associate in Science (A10400), Associate in Fine Arts- Music(A10700), Associate in Fine Arts- Visual Arts (A10600)</p> <ul style="list-style-type: none"> ADD- to elective picklist- MUS-133 Band I (New Course), MUS-134 Band II (New Course), MUS-135 Jazz Ensemble I (New Course), MUS-136 Jazz Ensemble II (New Course) <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> The Associate in Arts-Online is redundant. Students can earn an Associates in Arts and take courses fully online, in person, or a combination of both. Removal of pre-requisite MUS 111, the state does not require this pre-requisite anymore. The instructors will assess students individually and provide support as needed. MUS-133, MUS-134, MUS-135, and MUS-136 are all part of the Articulation Agreement with Elon University. Students that are registered for these courses will take them at Elon University. Students who are planning on taking CHM 131/131A will have the option of taking a pre-requisite course of MAT 025, MAT 045 OR MAT 110.
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<p>29. ADD- ACC Pre-requisite MAT-110 Math Measurement and Literacy as an alternative pre-requisite (“OR”) to the existing Developmental Math pre-requisites for CHM131/131A Introduction to Chemistry and Lab</p> <p>FALL 2026 Implementation Date</p>	
HEALTH AND PUBLIC SERVICES DIVISION	
PROPOSED CHANGE	EXPLANATION
BIOTECHNOLOGY	
<p>30. Bioanalytical Lab Technology AAS (A20100B)</p> <ul style="list-style-type: none"> • ADD- ENV-218 Environmental Health (NEW Course) in elective picklist • REMOVE-BIO-110 Prin of Biology as an option in the Biology requirement <p>FALL 2026 Implementation Date</p> <p>31. Advance Lab Techniques Diploma (D20100)</p> <ul style="list-style-type: none"> • ADD-BIO-250 Genetics as an option in Genetics requirement <p>FALL 2026 Implementation Date</p> <p>32. NEW Biotechnology-Environmental Health Certificate (C20100E) and NEW Biotechnology-Environmental Health CCP Pathway (Replica) (C20100PE)</p> <ul style="list-style-type: none"> • Contains NEW Course to ACC- ENV-218 Environmental Health <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> • Adding ENV-218 to the elective picklist in the AAS program will allow students that are completing C20100E certificate to apply the credits towards the AAS program. • BIO-111 is the UGETC course which is the best option for students completing the AAS degree. • BIO-250 is the lab version of BTC-250 Principles of Genetics. This will allow students to gain more hands-on experiences. • Adding these new certificates and CCP pathway will allow students that are already completing the AAS program to gain an additional certificate. This will help them gain more skills for the workforce. Aligning the CCP Pathway with the Biotechnology-Environmental Health Certificate should lead to more CCP student success.
DENTAL ASSISTING	
<p>33. Dental Assisting Diploma (D45440) and its child programs: (D45240E, D45240U)</p> <ul style="list-style-type: none"> • REDUCE- Social/Behavioral Science Gen Ed requirement picklist to only PSY-150 General Psychology • ADD-BIO-169 Anatomy and Physiology II to Biology Requirement picklist <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> • PSY-150 is required for accreditation in the Dental Assisting Program. Students that transfer in will have to complete this course.

	<ul style="list-style-type: none"> • Accepting both sets of Anatomy and Physiology will allow students additional pathways for diploma completion. Students that transfer in will have to take these courses.
HEALTH CARE MANAGEMENT TECHNOLOGY	
<p>34. Healthcare Management Technology AAS (A25200)</p> <ul style="list-style-type: none"> • REMOVE-CIS-110 Intro to Computers from requirement picklist • REMOVE-MED-118 Medical Law and Ethics from requirement picklist <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> • Removing CIS-110 and MED-118 will allow a more consistent set of course offerings and concentrate student enrollment in fewer Core classes. This will allow stronger enrollment numbers and more efficient use of instructional resources.
MEDICAL ASSISTING	
<p>35. Medical Assisting AAS (A45400)</p> <ul style="list-style-type: none"> • ADD-MED-138 Infection/Hazard Control to requirements • ADD-MED-274 Diet Therapy/Nutrition to requirements • ADD- to elective picklist- OST-134 Text Entry and Formatting, OST-136 Word Processing, OST-137 Office Application I, OST-143 Dental Office Terminology, OST-147 Dental Billing and Coding, OST-153 Office Finance Solutions, OST-171 Intro to Virtual Office, OST-181 Office Procedures <p>FALL 2026 Implementation Date</p> <p>36. Medical Assisting Diploma (D45400)</p> <ul style="list-style-type: none"> • REMOVE-MED-118 Medical Law and Ethics from requirement picklist <p>FALL 2026 Implementation Date</p> <p>37. Medical Assisting CCP Pathway (C45400P)</p> <ul style="list-style-type: none"> • REMOVE- OST-148 Med Ins and Billing • ADD-OST-149 Med Legal Issues <p>FALL 2026 Implementation Date</p> <p>38. TERMINATE- Medical Assisting Basic Certificate (C45400B)</p> <p>FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> • Adding MED 138 will allow students to gain knowledge and skills in safety and infection which is vital to know before taking MED 150 and MED 272. • Adding MED 274 will allow students to gain knowledge in diet therapy/nutrition. • Adding OST 134, 136, 137, 143, 147, 153, 171, and 181 will allow students with more options and if they are dual enrolled they can use these courses for more than one program. • The content that is covered in MED 118 is also covered in OST 149. OST 149 provides more credit hours and we can use that course for various programs. • OST 148 was added by mistake when CIS 110 was removed, therefore we no longer need this course in this program. • Adding OST 149 aligns better with the CCP pathway which should lead to more student success.

	<ul style="list-style-type: none"> Medical Assisting Basic Certificate was created for the CCP Pathway. A corresponding CCP Pathway (C45400P) will meet the curriculum standard of 12 credit hours from the Core, so we no longer need a replica. This certificate is not recognized or in demand in the industry.
MEDICAL LABORATORY TECHNOLOGY	
<p>39. NEW Medical Laboratory Technology CCP Pathway (C45420P) FALL 2026 Implementation Date</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> Adding this CCP Pathway will increase enrollment and this set of courses provides a solid foundation for students seeking to advance their skills.
MEDICAL OFFICE ADMINISTRATION	
<p>40. Medical Office Administration AAS (A25310)</p> <ul style="list-style-type: none"> REMOVE- OST-135 Adv Text Entry and Format from Concentration requirement picklist REMOVE-OST-286 Professional Development from requirements ADD-OST-249 Medical Coding Certification Prep (NEW Course) as requirement <p>FALL 2026 Implementation Date</p> <p>41. Medical Office Administration AAS (A25310) and its child program: (C25310H)</p> <ul style="list-style-type: none"> REMOVE- WBL-111, WBL-112, WBL-121, and WBL-122 Work-Based Learning I and II from Work-Based Learning requirement picklist <p>FALL 2026 Implementation Date</p> <p>42. Medical Office Administration AAS (A25310) and its child program: (C25310H, C25310BP)</p> <ul style="list-style-type: none"> REMOVE-OST-244 Med Document Processing from concentration requirement picklist <p>FALL 2026 Implementation Date</p> <p>43. Healthcare Clerical Certificate (C23510H), Healthcare Clerical CCP Pathway (C25310BP)</p>	<p><i>Enhance resources and programming to help students transition successfully from ACC to the workplace and four-year institutions.</i></p> <ul style="list-style-type: none"> OST 135 was part of the Office Systems Technology which is now a discontinued program. The content is OST 286 is covered in other relevant courses (OST 181, 149, 243) Adding OST-249 as a required course will prepare students with a capstone to prepare for the Coding Certification. Removing the Work-Based Learning options since we do not currently have the industry connections to manage these courses. Removing OST 244 is a skill that is no longer needed in the industry and students will still receive documentation skills in OST-134. Adding OST-181 will replace OST 244 and will add more relevance to the certificate.

<ul style="list-style-type: none"> • ADD-OST-181 Office Procedures FALL 2026 Implementation Date <p>44. <u>TERMINATE-</u> Medical Auditing AAS (A23510A) FALL 2026 Implementation Date</p> <p>45. <u>TERMINATE-</u> Medical Auditing Diploma (D25310A) FALL 2026 Implementation Date</p> <p>46. <u>ADD- ACC Pre-requisite OST-148</u> Med Ins & Billing for OST-243 Med Office Simulation</p> <p>47. <u>ADD- ACC pre-requisites OST-148</u> Med Ins & Billing and MED-122 Medical Terminology II for OST-247 Procedure Coding</p> <p>48. <u>ADD-ACC pre-requisites OST-148</u> Med Ins & Billing and MED-122 Medical Terminology II for OST-248 Diagnostic Coding FALL 2026 Implementation Date</p>	<ul style="list-style-type: none"> • Terminating Medical Auditing AAS and Diploma due to low enrollment and completion rates (Will need a teachout for AAS). Enrollment and Completion Rates • Adding pre-requisites will ensure a sequence of learning where students will be able to develop a solid foundation before advancing to high-level concepts.
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Curriculum & Student Engagement Committee

1247 Jimmie Kerr Road
Graham, NC 27253-8000
Phone: (336) 506-4100

www.alamancecc.edu

Curriculum & Student Engagement

Sponsor: Justin Snyder

Date: January 7, 2026

Title of Document: Final Fall 2025 FTE & Enrollment

Summary:

Final FTE Numbers for Fall 2025 and preliminary curriculum numbers for Spring 2026.



Final Fall 2025 FTE & Enrollment - Continuing Education & Curriculum

Curriculum and Continuing Education FTE	2024FA	% Change	2025FA
Workforce Development (CE)			
Number of Course Sections	667	-2%	651
Unduplicated Headcount	3,700	6%	3,937
Estimated FTE	418	7%	449
Student Learning (CU)			
Number of Course Sections	857	6%	911
Unduplicated Headcount	4,769	4%	4,980
Estimated FTE	1,775	6%	1,892
Overall Totals			
Number of Course Sections	1,524	2%	1,562
Unduplicated Headcount	8,469	5%	8,917
Estimated FTE	2,193	6%	2,341

Spring 2026 Estimated FTE & Enrollment - Curriculum

	End of Spring 2025	% Change	Estimate for Spring 2026
Curriculum Estimated FTE	1,662.67	6.4%	1,776.20
Curriculum Estimated Enrollment	4,490	-2%	4,396

Board of Trustees

Sponsor: Katherine Hackney

Date: January 12, 2026

Title of Document: SGA President's Report

Summary: This past month has given the SGA Executive Board and myself a much needed break from both SGA responsibilities and our academic commitments. As we move through the spring semester, we are committed to finishing strong and maintaining meaningful engagement with students across all campuses.

Campus & Community Events

General Assembly Meeting

Date: December 2, 2025

The SGA general assembly held the final meeting of the year at 3:00pm. During this meeting the SGA moved forward with adopting a letter from Operation Santa to help a NC child with Christmas. Nicole Gutierrez of Crossroads, Burlington, came to discuss volunteer opportunities, and we reviewed proposed changes to the constitution, Article VII, Section 4-D, and a vote will take place during the January meeting. The meeting concluded and we enjoyed refreshments and a fun game of White Elephant/Dirty Santa.

Date: December 4, 2025

The SGA Executive Board hosted Sock-it to stress for students on the Main campus. Snacks were handed out, therapy animals were present and the massage therapy students provided chair massages to help students de-stress during final exams.

N4CSGA Engagement

Date: December 3, 2025

GS115 Committee Meeting

Meeting the N4CSGA Trustee to discuss the planning for the upcoming division meetings in February. An outline of the day was made and programs of interest to students were discussed.

Date: December 8, 2025

The Parliamentary and Constitution Ad-hoc committee meeting

Date: December 13, 2025

N4CSGA Executive Board meeting

Conclusion

The past month has been filled with leadership development, advocacy, and community connection. I am proud of the progress we've made at both the campus and state levels. Our continued collaboration with N4CSGA and commitment to service ensure that ACC remains a place where students feel empowered to lead and succeed.

Respectfully submitted,

Katherine Hackney

President, Alamance Community College SGA

Central Division Representative, N4CSGA Executive Board



Alamance Community College Board of Trustees SEI Filing & Ethics Education

Report of SEI Filing & Ethics Education						
Full Name	Appointment Start Date	Appointment End Date	Last SEI Received Date	Last Education Received Date	Next Education Due Date	
Steven Carter	07/01/2021	06/30/2029	03/11/2025	09/13/2024	09/13/2026	
Sylvia Munoz	07/20/2022	06/30/2026	04/14/2025	07/25/2024	07/25/2026	
James Butler	07/01/2024	06/30/2028	01/21/2025	08/26/2024	08/26/2026	
Kenneth Walker	07/03/2023	06/30/2027	03/13/2025	03/31/2025	03/31/2027	
Grantlin Brooks	07/01/2025	06/30/2026	07/23/2025	12/26/2025	12/26/2027	
Roslyn Crisp	07/01/2025	06/30/2029	07/09/2025	02/06/2025	02/06/2027	
Blake Williams	07/01/2015	06/30/2027	03/06/2025	09/12/2025	09/12/2027	
William Gomory	07/01/2012	06/30/2028	01/15/2025	03/15/2024	03/15/2026	
Powell Glidewell	8/29/2019	6/30/2027	4/4/2025	08/15/2024	08/15/2026	
Ana Fleeman(EL)				07/24/2024	07/24/2026	
Julie Emmons	07/01/2024	06/30/2028	04/10/2025	08/22/2024	08/22/2026	
Tammy Karnes	01/27/2025	06/30/2026	02/05/2025	05/20/2025	05/20/2027	
Walter Britt	07/01/2025	06/30/2029	06/30/2025	09/12/2025	09/12/2027	



Board of Trustees

1247 Jimmie Kerr Road
Graham, NC 27253-8000
Phone: (336) 506-4100

www.alamancecc.edu

Board of Trustees

Sponsor: Sarah Barham

Date: January 12, 2026

Title of Document: Staff Association

Summary:

Staff Association will now oversee both Full-Time and Part-Time Staff Member of the Year awards. A subcommittee will be formed; more information forthcoming.

Subcommittee to be formed for monthly staff certificates and recognition processes. Above and beyond certificates were well received by the staff.

Received positive feedback from the staff association about the "all in" taskforces and their current movement and plans thus far.