



BOARD OF TRUSTEES
Regular Meeting Agenda
October 9, 2023 | 6:00 p.m.
Wallace W. Gee Building Boardroom, G-222
1247 Jimmie Kerr Road | Graham NC

Call to Order

Call for Conflicts of Interest

I. Employee Introductions pp 1-6

Jennifer Brownell

Director of Wellness and Student Support

Dr. Carol Disque

Jimmie Burgess

Success Coach, TRIO Student Support Services

Tianna Holloway

Disability Services Coordinator

Demi Covington

Program Accountability Specialist

Mr. Justin Snyder

Heather Crabtree

Senior Administrative Assistant

Brianna Bentley

Math Instructor

Dr. Lisa Johnson

Caleb Fox

Horticulture Instructor

Tonya Gudac

Animal Care and Management / ACM

David Horgan

Information Technology Instructor

Kimberly Mahaffey

Nursing Instructor

Chris Murphy

Math Instructor

Ramesh Upadyaya

Nursing Instructor

Julia Wright

Instructional Support Technologist

II. Minutes

- A. Board of Trustees regular meeting – September 11, 2023 **pp 7-13***
- B. Board of Trustees special meeting – September 13, 2023 **pp 14-16***
- C. Presidential Search Committee meeting – September 13, 2023 **pp 17-18**

III. Presentation – AmeriCorp Volunteers in Service to America (VISTA) Program at ACC (*Laura Manigrasso & Alexis May, ACC VISTAs*) **pp 19-29**

IV. Committee Reports

- A. Personnel Committee Report (*Crisp*)
 - 1. Employment Report for September 2023 **p 30**
 - 2. Update on Adjunct Faculty Pay Model **p 31**
- B. Building and Grounds Committee Report (*Gomory*)
 - 1. Guaranteed Maximum Price (GMP) construction contract for Public Safety Training Center Project **p 32***
 - 2. Facilities and Grounds Maintenance contract recommendation **pp 33-34***
 - 3. Capital projects summary report **pp 35-36**
 - 4. Capital project budget plan for September 2023 **p 37**
- C. Budget and Finance Committee Report (*Glidewell*)
 - 1. Financial Report for September 2023 **pp 38-44**
 - 2. Update on State Budget
- D. Curriculum Committee Report (*Emmons*) – No Report

V. Other Reports

- A. SGA Report (*Azavia Jones*) **pp 45-46**
- B. Chair’s Report (*Chairperson*)
 - 1. Update on presidential search and timeline **pp 47-48**
 - 2. Board of Trustees Retreat
 - 3. New Trustee Orientation
 - 4. Report on SEI Filing and Ethics Education **p 49**
- C. Faculty Affairs Committee Report (*Caitlin Cook*)
- D. President’s Report (*Dr. Keen*)
 - 1. ACC Foundation quarterly update (*Carolyn Rhode*) **pp 50-52**
 - 2. SACSCOC & QEP update (*Dr. Wolfe*)
 - 3. Grants update (*Kindra Bradley*) **pp 53-55**
 - 4. ACC Spotlight – Student Ambassadors **pp 56-59**
- E. Handout – None

* Requires Board of Trustees Action

F. Announcements

1. **NEXT BOARD MEETING** – Biotechnology Center of Excellence, C-106/108
2. Reinhartsen 5K Run or Walk, Nov 4, 2023, Carrington-Scott Campus at 9:00 a.m.
3. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), on-site visit for reaffirming of accreditation, Nov 13-16, 2023
4. SACSCOC Annual Meeting, Dec 2-5, 2023 (Orlando, FL)
5. Public Officials Breakfast, Dec 6, 2023
6. ACCT National Legislative Summit, Feb 5-8, 2024 (Washington, DC)
7. NCACCT Law/Legislative Seminar, Mar 13-15, 2024 (Raleigh, NC)
8. ACC Commencement, Jun 14, 2024, Elon University at 7:00 p.m.

VI. Adjournment

Board of Trustees | October 9, 2023

Employee Introductions Overviews

Employee Name	Employee Title	Start Date
Jennifer Brownell	Director, Wellness & Student Support	Aug 7, 2023
Degree(s) Certifications: ED.S., Counseling, The University of North Carolina at Greensboro M.Ed., Counseling, The University of North Carolina at Greensboro B.A., Psychology, University of North Carolina at Chapel Hill		
Brief Background: <ul style="list-style-type: none"> • Coordinator, Career and College Promise, Alamance Community College, 6 years • Coordinator, Academic Advising Center, Alamance Community College, 5 years • Academic Advisor at UNCG, 1 year • School Counselor, two North Carolina high schools, 3 years • National Certified Counselor (NCC); certified Mental Health First Aid instructor; registered Yoga teacher 		
Fun Fact: Last spring a hot air balloon chose Jenny’s driveway as its landing spot. As a thank-you, they took Jenny and her family for a free balloon ride!		

Employee Name	Employee Title	Start Date
Jimmie Burgess	Success Coach, TRIO Student Support Services	Jun 1, 2023
Degree(s) Certifications: B.A., Liberal Studies, North Carolina A&T State University		
Brief Background: <ul style="list-style-type: none"> • Admissions Outreach Recruiter, Alamance Community College, 8 months • Online Facilitator, Williams High School, 2 years • Youth Pastor (part-time), Ebenezer United Church of Christ, 2 years • Football Coach (part-time), Williams High School • Owner, Heavenly Touch Detailing, 16 years 		

Employee Name	Employee Title	Start Date
Tianna Holloway	Coordinator, Disability Services	Aug 1, 2023
Degree(s) Certifications: M.S., Clinical Psychology, University of Indianapolis B.A., Psychology, University of North Carolina at Charlotte		
Brief Background: <ul style="list-style-type: none"> • TRIO Student Support Services director and advisor at Rockingham Community College and at Piedmont Community College, 5 years • Lead Counselor at Centra Rivermont Autism School (Virginia), 2 years • Vocational Counselor, Youth Opportunity Center (Indiana), 2 years • Clinical therapist, Resolute Treatment Facility, (Indiana), 3 years • Mental Health First Aid Instructor • Level 1 Trauma and Resilience Certification 		
Fun Fact: One of Tianna's college classmates was American Idol runner-up Clay Aiken!		

Employee Name	Employee Title	Start Date
Heather Crabtree	Senior Administrative Assistant, Corporate Education	Aug 21, 2023
Degree(s) Certifications: Associates in Business & Marketing, Alamance Community College		
Brief Background: Heather was a student worker in the Business Office and worked as a Cashier for five years.		
Fun Fact: Heather has a beagle named Elvis who likes to act as her shadow.		

Employee Name	Employee Title	Start Date
Demi Covington	Program Accountability Specialist	Aug 7, 2023
Degree(s) Certifications: Associate in Office Administration, Alamance Community College		
Brief Background: Demi was a student worker in the Student Services Department, transitioned to a full-time role in the same department, and moved into her current position.		
Fun Fact: Demi loves going to theme parks.		

Employee Name	Employee Title	Start Date
Brianna Bentley	Math Instructure	Aug 1, 2023
Degree(s) Certifications: Ph.D. Mathematics Education, MA Mathematics BS Secondary Mathematics Education		
Brief Background: Brianna graduated from Appalachian State in 2018 with her BS and MA. She moved back home to Charlotte to teach high school and community college for a year. Then, Brianna started her doctorate at NCSU, which she completed this past summer.		
Fun Fact: Brianna likes to read in her spare time.		

Employee Name	Employee Title	Start Date
Chris Murphy	Math Instructor	Aug 1, 2023
Degree(s) Certifications: MS and BS in Mechanical Engineering		
Brief Background: Brian has taught Industrial Technology, Engineering, and Mathematics since 2002. He has been full-time in the NC Community College System since 2005.		
Fun Fact: Chris is an avid outdoorsman and hunter. He volunteers in multiple roles with Boy Scouts of America and spends as much time as possible outside hiking, hunting, fishing, and camping.		

Employee Name	Employee Title	Start Date
Caleb Fox	Horticulture Instructor	Aug 1, 2023
Degree(s) Certifications: A.A.S., Horticulture Technology, Alamance Community College B.S., Agricultural Education, North Carolina Agricultural & Technical State University		
Brief Background: Caleb graduated from ACC in 2017 with a degree in Horticulture. He transferred to NC A&T and received his B.S. degree in Agricultural Education. He worked in the landscaping industry for a time and then came to ACC in 2020 as the Lab Manager for the Horticulture Department overseeing campus greenhouses, student workers, education farm, and the production nursery.		
Fun Fact: Caleb loves working on landscape, hunting and fishing, and spending time with his family.		

Employee Name	Employee Title	Start Date
Tonya Gudac	Animal Care & Management, ACM Instructor	Aug 1, 2023
Degree(s) Certifications: A.A.S., Animal Care and Management, Alamance Community College		
Brief Background: Tonya graduated from Alamance Community College in 2017 with a degree in Animal Care and Management. Right out of school she worked in a Veterinary Clinic as a nurse for four years. She then got a job at Alamance Community College as an adjunct instructor in the Animal Care and Management program. This Fall Tonya was hired as a full-time instructor for the program. She is also finishing up her B.S. in Zoology at Oregon State University online.		
Fun Fact: Tonya is a Powerlifter!		

Employee Name	Employee Title	Start Date
David Horgan	Information Technology Instructor	Aug 1, 2023
Degree(s) Certifications: Ph.D. in Instructional Technology M.S. in Scientific and Technical Communication M.Ed. in Instructional Design B.S. in Computers and Multimedia		
Brief Background: David worked in IT training for several government and private entities for the last twenty years. He is originally from the surrounding area near Boston, MA.		
Fun Fact: In his spare time, David enjoys camping and going to sporting events. He is an avid Boston Red Sox and Alabama Crimson Tide fan.		

Employee Name	Employee Title	Start Date
Kimberly Mahaffey	Nursing Instructor	Aug 28, 2023
<p>Degree(s) Certifications: B.S. Nursing Degree, Western Governors University RN Nursing Diploma, Presbyterian Hospital School of Nursing in Charlotte, NC Certified Healthcare Case Manager and Licensed CTE Healthcare High School Instructor</p>		
<p>Brief Background: After graduation from nursing school she began her career working in the Cardiac Care Unit in Charlotte, NC. Over the past 30 years, she has worked in various fields of direct care nursing, including cardiac critical care, case management for insurance companies, and long term care. For the past seven years, Kimberly has worked full-time as a Health Science and Nursing Fundamentals teacher at ABSS Career and Technical Education Center. While at ABSS, she served on numerous leadership teams within the school, school system, and community including the Leadership and School Improvement Committee for CTEC, ABSS Superintendent Teacher Advisory Committee, Health Science representative for ABSS CTE Program Community Partnership, and teacher representative for ABSS Strategic Planning Committee in 2020/2021.</p>		
<p>Fun Fact: Kimberly is a first generation college graduate. She knew from the age of six years old that her passion was to be a nurse and never once changed her mind. In her spare time, Kimberly enjoys spending time with her family, traveling, and stage designing at church.</p>		

Employee Name	Employee Title	Start Date
Julia Wright	Instructional Support Technologist	Aug 14, 2023
<p>Degree(s) Certifications: A.A., University Transfer major, Alamance Community College B.A. in Sustainability with a minor in Sociology pending from Arizona State University</p>		
<p>Brief Background: Julia is a recent graduate from ACC in the University Transfer program (spring 2022). She’s in her senior year for a B.A. in Sustainability at Arizona State University where she also minors in Sociology. Julia started working for ACC a few months later in October 2022, in a part-time, remote, grant-funded position as an Academic Technology Specialist. She reviewed the accessibility of online courses according to the WCAG. She has a professional administrative background – creating her own position at the International Zinc Association and worked in a private library for the International Lead Association.</p>		
<p>Fun Fact: Julia is an avid “thrifter” and loves to shop second-hand. She also adores hiking and being in nature, as well as animals. She enjoys traveling, but admittedly hasn’t been to many places (yet!). Julia wants to travel more as time progresses.</p>		

Employee Name	Employee Title	Start Date
Dr. Ramesh Upadhyaya	Nursing Instructor	Aug 1, 2023
<p>Degree(s) Certifications: A.S. University Transfer, College of Lake County A.A.S. Nursing, Sandhills Community College B.S. Nursing, University of North Carolina at Greensboro M.S. Nursing, University of North Carolina at Greensboro M.B.A. Healthcare Administration, University of North Carolina at Greensboro D.N.P. Family Nurse Practitioner, Lenoir-Rhyne University</p>		
<p>Brief Background: Dr. Upadhyaya has over 35 years of experience in healthcare, beginning with his first position as a combat medic in the U.S. Army. As a nurse, he has experience in long term care, emergency nursing, critical care nursing, and rehabilitation nursing. Ram is board certified as a family nurse practitioner (FNP), rehabilitation nurse (CRRN) and Correctional Healthcare Professional (CCHP). Ram and one other nursing faculty member were recently hired full-time for the new PN program here at ACC, set to accept its first cohort of students in January 2024. He has been an adjunct instructor in nursing at ACC for about ten years, teaching lecture, lab, and clinicals wherever needed in the ADN program. He has been a State of NC employee for 18 years. Prior to coming to ACC, he was a nurse executive for the North Carolina Department of Adult Correction (Prisons). Before transferring to the prison system, he worked as a Facility Survey Consultant for the NC Department of Health and Human Services, investigating healthcare organizations for compliance with state and federal regulations. Prior to that, Ram was a Clinical Instructor at The University of North Carolina at Greensboro.</p>		
<p>Fun Fact: Ram is delighted to return to academia, and as he says, he loves to teach almost as much as he loves to learn.</p>		



BOARD OF TRUSTEES

Regular Meeting Minutes

September 11, 2023 | 6:00 p.m.

Wallace W. Gee Building Boardroom, G-222

1247 Jimmie Kerr Road | Graham NC

A regular meeting of the Alamance Community College (ACC) Board of Trustees (Board) was held on September 11, 2023, in the Wallace W. Gee Building Boardroom (Room G-222), on the Carrington-Scott campus.

Call to Order

BG (R) Blake Williams, Chair, called the meeting to order at 6:00 p.m. He provided the invocation and welcomed guests to the meeting.

Attendance

The following trustees were present:

- Mr. James Butler
- Dr. Roslyn Crisp
- Senator Anthony Foriest
- Mr. Powell (Pete) Glidewell, III
- Mr. William Gomory
- Mr. Mark Gordon
- Ms. Azavia Jones, SGA President & Student Trustee
- Ms. Sylvia Muñoz
- Dr. Charles Scott
- Mr. Ken Walker
- BG (R) Blake Williams, Chair

Absent:

- Mr. Steve Carter
- Ms. Julie Scott Emmons, Vice Chair

Guests:

- Ms. Kristy Bailey, reporter with *The Alamance News*

Employees recognized and introduced to the Board:

- Yholima Vargas-Pedroza, English Language Acquisition Coordinator
- Lisa Lloyd, Administrative Assistant, Emergency Medical Services
- Dr. Claudia Vestal, Department Head, English, Communications & Humanities
- Jerry Hackney, Department Head, Agricultural Sciences
- Ryan Holloway, PACE Success Coach, Health & Public Services
- Meagan Vallejos, Lab Operations & Project Manager; Build Back Better Project Liaison
- Dr. Melanie Lewis, Dean, Health & Public Service
- Johnny Weddle, Jr., AWESM Implementer, Workforce Programs Support
- Rhonda Jones, Health Careers Selective Admissions Counselor

- Gilbert Umberger, Coordinator, Student Life & Engagement
- Sarah Barham, Web Designer, Public Information & Marketing

Note: New Employee Bios are located in the Board of Trustees materials and group photos were taken by corresponding VP/Director, along with General Williams.

Also, present for the meeting were:

- Dr. Larry Keen, Interim President
- Mr. Frank Longest, Board Attorney
- Dr. Connie Wolfe, Executive Vice President
- Dr. Carol Disque, Vice President of Student Success
- Ms. Carolyn Rhode, Vice President of Institutional Advancement
- Ms. Andrea Rollins, Vice President of Business and Finance/CFO
- Mr. Justin Snyder, Vice President of Workforce Development
- Ms. Kindra Bradley, Grants Manager
- Mr. Thomas Hartman, Associate Vice President of Admin Services and Facilities
- Mr. Louis Judge, Associate Vice President of Corporate Education
- Ms. Valerie Fearington, Director of Human Resources
- Ms. Sarah Hardin, Director of Public Information and Marketing
- Mr. Josefvon Jones, Director of Diversity, Equity, and Inclusion
- Chief James Armstrong, Director of Public Safety
- Ms. Caitlyn Cook, Faculty Affairs Committee Chair
- Ms. Stephanie Waters, Board Liaison
- Mr. Christopher Frauendienst, Executive Assistant to the President

Quorum

The Board determined that a quorum was present and the meeting could proceed.

Call for Conflicts of Interest

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, General Williams called for conflicts of interest or the appearance of conflicts related to any item included on the meeting agenda. No conflicts of interest or appearances of conflict were noted.

Minutes

Minutes of the Board of Trustees regular meetings of June 12, 2023, were approved, as submitted.

Presentation

Ms. Sarah Hardin and Ms. Sarah Barham presented Alamance Community Colleges' website update along with our logo refresh. The goal of the website, when completed, is to have a condensed and more user friendly navigation. At the start of the project there were over 3,000 pages and to date they have gotten them down to about 1,500 and migrated to the new site. The main point is for anyone visiting the site to find what they are looking for within 3-4 clicks. All program pages will be the same – format, concise, content. We currently have about 6,000 hits to the home page per day. The goal is a soft launch in the next few weeks.

We have chosen a new logo and colors to help us advance our brand to a more modern look. There will also be different variation used throughout.

- Colors: navy, gold + different background colors
- Font: consistent font selection for all materials

The current logo will be used as a legacy logo. The consensus on the refresh to date is excitement for something new, a more balanced look and feel, and create benefits with its use in the future. Dr. Crisp asked when the last logo was created which was about 12 years ago.

Chief James Armstrong reviewed our current Boardroom safety and current college plan/guide. The handout was done very well and demonstrates a “how to” for each scenario. Dr. Scott asked about demonstrations on the basics – CPR, AED, etc. for those who may want. We do offer training during break times and if anyone wants to get some training contact Public Safety. Chief Armstrong reviewed there are two current officers who carry a gun, himself as a full time employee and one other who is part time. We also have NARCAN on site with small amounts (no expiration dates). We have cameras on approximately 60% of the campus and are working to get the whole campus covered.

Committee Reports

Report of Personnel Committee

Dr. Crisp asked Ms. Valerie Fearrington to present the employment reports for August 2023, along with our bi-annual separation and vacancy reports. August reflected the same trend as the previous reports, not much change.

Ms. Fearrington highlighted (Jan-Jun 2023) that we had about 23 folks leave. This number represents those retiring, finding another job, or moving into a different career. We currently have eight open positions on latest report. Our process for advertising and seeking talents uses ACC website, NC Community College’s website, Indeed, and a high level of recruitment at job fairs surrounding the community and the county.

Dr. Wolfe and Ms. Fearrington presented an update for the Board on our Adjunct Faculty Pay Model. Our average hourly rate is \$33.49; 78% of instructors saw an increase and 22% of instructors saw a decrease. We moved from an individualized pay model to a standardized model providing instructors with their hourly rate plus a 2% increase to help attract and retain talent. We have approximately 140-160 adjunct per semester. 52 out of 58 colleges use this System Office way of calculation.

Report of Building and Grounds Committee

Mr. Gomory presented the Cosmetology Styling Station Replacement Project. This project will upgrade our current Cosmetology Department space with new paint, wiring, and 40 new styling stations. The new stations were funded by Cosmetology live project proceeds through the ACC Foundation. Following discussion, he moved on behalf of the Building and Grounds Committee that the contract be approved. Motion carried with a unanimous vote.

Mr. Gomory then presented the Biotechnology Center of Excellence Third Floor Program Study. We will use one of our open-ended design firms (Hord Coplan Macht) for this program study.

Following discussion, he moved on behalf of the Building and Grounds Committee that the contract be approved. Motion carried with a unanimous vote.

The Board reviewed the Capital Projects Summary Report which provided a status of where each of our projects sit. We are looking to get several closeouts down through October. We are still working towards a resolution of the concrete stair at the front of the S building, but more work needs to happen to get to a resolution.

The Farm received the Education Center and work is being completed. Once the classroom is completed we will offer the Trustees an opportunity to come and see the site. Our Horticulture building is close to completion, awaiting new doors and taking down the old sheds. Again, once completed, we will offer the Trustees an opportunity to come and see the site.

There were no project change orders nor amendments/contracts signed by the President. The forklift has been approved and added to the budget. The county commissioner's bond issuance will take place in October.

Report of Budget and Finance Committee

Mr. Glidewell indicated there were no actions this month. We are currently working off financial estimates and will get the updated numbers once they become available.

The Trustees were encouraged to attend the upcoming Alamance County Commissioner's meeting and support ACC as they work through their final funding allocations.

Report of Curriculum Committee

No report.

Other Reports

Student Government Association Report

Ms. Azavia Jones provided a highlight of the many exciting events occurring during Welcome Week. She, along with Vice President Mr. Jamari Russell and SGA Advisor Gilbert Umberger, gave out 200 donuts to faculty and staff. Make a Memory Monday 135 participants took photos with props and those photos were placed in customized ACC keychains. Tuesday provided a local taco truck and Wellness Wednesday introduced students and faculty to Qigong (chi-gong).

The SGA executive board interviewed and welcomed Cynthia Rodriguez Almaraz as the new Secretary. They are still actively looking for a Treasurer.

Chair's Report

General Williams shared the 2023-2024 Committee Appointments and let the trustees know if they wanted to join any additional committees we can add them accordingly. Also, if anyone wants to move off their current we can work through those as well.

General Williams reviewed the Board of Trustees attendance for the 2022-2023 year. He made the comment that we really would like the trustees to be at all the regular meeting, but at least eight or nine through the year.

ACC has eight trustees attend the NCACCT meeting in Wilmington, NC. General Williams thanked those who attended.

An update on the Presidential Search and Timeline was provided by General Williams. Mr. Kennon Briggs (ACCT) is our consultant throughout the search. The Presidential Search Committee is meeting on Wednesday, September 13 to finalize the Presidential Profile and then bring it to the full board for approvals to move to the next phase.

The Public Officials Breakfast was proposed for Wednesday, December 6. General Williams asked if the date worked for the trustees and asked them to place on their calendar.

The State Ethics Commission evaluations and Statement of Economic Interest are all up to date, along with our SEI filings and Ethics Education.

Faculty Affairs Committee Report

No Faculty Affairs Committee report was scheduled. Ms. Caitlyn Cook (Psychology Department) was selected as the next Chair for the committee.

President's Report

Dr. Wolfe presented the proposed Credits for Prior Learning Policy. ACC may award curriculum CPL when documentation of prior learning meets or exceeds a demonstration of learning outcomes. We currently do a formalized procedure on logistics, etc. The System Office does not include transcripts, but specifically lists military experience. Students can challenge exams and proficiency tests and if they pass they will be allowed to use work and experience not captured in their transcripts. Following discussion, Mr. Gordon made a motion and Mr. Foriest seconded. Motion carried with a unanimous vote.

Dr. Wolfe shared that the original Live Model Policy was created in October 1964. We now offer figure drawing classes and we needed to revise with an overwhelming number of changes to bring the policy to current standards and guidelines. Models can be draped or undraped and can be students, employees or professionals. Following a brief discussion, Mr. Gordon made a motion and Ms. Muñoz seconded. Motion carried with a unanimous vote.

Dr. Wolfe and Mr. Justin Snyder provided an enrollment update. We have crossed the 4,000 barrier back in the fall of 2020 and have 4,092 to date. Workforce Development enrollment will show at the end of the semester. Summer FTE reports from last week showed a 20% increase in FTE. Expectation for fall with record enrollments will move numbers well, along with a 20% forecasted growth for the summer.

In compliance with our IAP, Mr. Snyder provided the Workforce Development Accountability and Integrity Report for Spring 2023 and Summer 2023. Note: page 57 Number of off-campus classes = 70 and the % should be 55%. Adjusted for meeting minutes. In both cases we were in compliance with our internal audit plan and the Summer 2023 exceeded our internal audit numbers. Four new coordinators who will be better now with more training.

Dr. Disque shared an update on the National Student Clearinghouse Breach. The non-profit organization that keeps and responds to data for post education and individual institutions. The

third party breached (May 2023) and could have exposure. We worked to determine (with NCCCS) on the potential 4,000+ students and found 17 here from ACC. All students were contacted, were provided two years of free credit monitoring, but found no Social Security Numbers were breached for them.

Ms. Kindra Bradley provided a grants update. ACC was awarded a Cybersecurity Grant of FEMA funds, administered by NC DPS/EM, for \$100,000 for upgrading our system with new firewalls, switches, and training.

We will be applying for a grant from The Cannon Foundation in December (decision expected in March) to replace ventilation system in the welding instructional area. Our Welding Program is very successful and we are running classes that exceed the original design and installation capacity. We are maintaining a safe and healthy operating environment through frequent filter changes at an expense of \$16,000/quarter, and the excess demand is causing increased wear on the system overall. Replacing the system with one designed to handle the load (full room versus per welding station) will address all of these issues. Preliminary discussions with The Cannon Foundation have already taken place.

With the above grant application for Welding, we would have two simultaneously open grants with The Cannon Foundation, the other being the HVAC system for the IT Server Room. Cannon is allowing this because we are current on our obligations and reporting requirements with them. The delay in closing out the HVAC Grant is because of supply chain issues. Its delivery and installation is expected in March 2024.

Golden LEAF CBGI Prosperity Zone grant applications are due October 26. We have had planning meetings for both the Vet Tech/Farm Program (application is for \$1.1M) and Electrical Technology Program (application is for \$500,000). Listening session with local electrical industry leaders is planned for September 22, 2023.

We do not yet have permission to use the BioBetter/BBB Grant funds to purchase equipment for the 3rd Floor of the Biotechnology Center of Excellence. The Systems Office/NCBiotech, which leads this coalition of community colleges, is waiting on approval of the security agreement by the Economic Development Administration (EDA) and NCCCS attorneys.

ACC Spotlight

Dr. Keen highlighted ACC's Annual Welcome Week during our ACC Spotlight.

Handout – *Emergency Operational Plans for the Boardroom.*

Announcements

General Williams reviewed the following announcements:

1. ACCT National Leadership Congress, Oct 9-12, 2023 (Las Vegas)
2. Reinhartsen 5K Run or Walk, Nov 4, 2023, Carrington-Scott Campus at 9:00 a.m.
3. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), on-site visit for reaffirming of accreditation, Nov 13-16, 2023
4. SACSCOC Annual Meeting, Dec 2-5, 2023 (Orlando, FL)
5. Public Officials Breakfast, Dec 6, 2023
6. ACCT National Legislative Summit, Feb 5-8, 2024 (Washington, DC)
7. NCACCT Law/Legislative Seminar, Mar 13-15, 2024 (Raleigh, NC)
8. ACC Commencement, Jun 14, 2024, Elon University at 7:00 p.m.

Adjournment

Having no further business to discuss, the meeting was adjourned at 7:55 p.m.



**Special Meeting of the
Board of Trustees**
September 13, 2023 / 4:00 p.m.
Videoconference

A special meeting of the Alamance Community College (ACC) Board of Trustees (Board) was held on September 13, 2023. The meeting was conducted by videoconference that originated in the Wallace W. Gee Building, Room G-215, on the Carrington-Scott Campus.

Call to Order

BG(R) Blake Williams, Chair, called the meeting to order at 4:04 p.m. upon everyone's arrival to the videoconference session.

Attendance

The following trustees were present:

- Mr. Steve Carter
- Dr. Roslyn Crisp
- Senator Anthony Foriest
- Mr. Powell (Pete) Glidewell, III (departed the meeting at 4:50 p.m.)
- Mr. William Gomory
- Mr. Mark Gordon
- Dr. Charles Scott
- Ms. Julie Scott Emmons, Vice Chair
- BG (R) Blake Williams, Chair

Absent:

- Mr. James Butler (scheduling conflict)
- Ms. Sylvia Muñoz (scheduling conflict)
- Mr. Kenneth Walker (scheduling conflict)
- Ms. Azavia Jones, Student Trustee and SGA President (scheduling conflict)

Guest:

- Mr. Kennon Briggs, Search Consultant with Association of Community College Trustees (ACCT)

Also, present for the meeting were:

- Dr. John Larry Keen, Interim President and Secretary to the Board
- Mr. Frank Longest, Board Attorney

- Mr. Christopher Frauendienst, Executive Assistant to the President
- Ms. Stephanie Waters, Board Liaison

Quorum

The Board determined that a quorum was present and the meeting could proceed.

Call for Conflicts of Interest

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, General Williams called for conflicts of interest or the appearance of conflicts related to any item included on the meeting agenda. No conflicts of interest or appearances of conflict were noted.

Report on Public Forums and Survey Responses

Before calling on Mr. Briggs, General Williams asked Mr. Gomory to update the Board on what transpired at the Presidential Search Committee meeting held earlier in the day. Mr. Gomory reported that although a quorum was not present at the meeting, the three members present reviewed the proposed presidential profile with Mr. Briggs and reached consensus to recommend Board approval.

Next, Mr. Briggs shared survey results collected from 78 respondents to help determine the challenges and opportunities the College is facing as well as the ideal characteristics sought in a new president for ACC. Mr. Briggs said 17 percent of respondents were students. According to categorized survey responses, challenges and opportunities related to employees, education and training programs, enrollment growth, and students ranked the highest. As for the ideal characteristics of the new president, respondents are seeking a strong professional leader who is approachable, visible, and collaborative; values employees; is innovative and a visionary; and is community-minded and a relationship builder. Mr. Briggs reported that the survey results aligned with responses shared at the public forums held on September 7, 2023, and other presidential searches he conducted. He said the proposed presidential profile was updated to reflect these criteria. Mr. Briggs said once the presidential profile is approved by the Board, ACCCT will post and broadcast it nationally and open the application portal.

Presidential Profile

Mr. Briggs reviewed the proposed presidential profile with the Board. He said the profile incorporates the opportunities and challenges as well as desired characteristics as reflected in the forums and survey responses. Following review and considerable discussion, Mr. Carter moved and Mr. Gordon seconded that the Board approve the presidential profile as presented. Motion carried by unanimous vote.

Discussion of Other Items

Mr. Briggs reviewed next steps in the presidential search process. He said the presidential profile will be posted on ACCT's and ACC's websites. Additionally, digital advertisements for the vacancy will be posted on *The Chronicle of Higher Education*, the North Carolina Community College System website, ACC's website, and other sites. Mr. Briggs said the presidential search was officially underway upon approval of the profile. General Williams commended Mr. Briggs on a job well done.

Adjournment

Having no further business to discuss, the meeting was adjourned at 5:08 p.m.

Respectfully submitted,

John Larry Keen, Ed.D.
Interim President and Secretary to the Board



The Presidential Search Committee (Committee) of the Alamance Community College (ACC) Board of Trustees (Board) met on September 13, 2023. The meeting was conducted by videoconference. The purpose of the meeting was to consider a recommendation for the presidential profile to be advertised as part of the overall presidential search.

Attendance

Roll was called and the following trustees announced their presence in the virtual meeting:

- Mr. Steve Carter
- Mr. William Gomory
- Dr. Charles Scott

Absent

- BG (R) Blake Williams, Committee and Board Chair
- Dr. Roslyn Crisp
- Ms. Julie Scott Emmons (scheduling conflict)

Guest present:

- Mr. Kennon Briggs, Search Consultant with Association of Community College Trustees (ACCT)

Also present for the virtual meeting:

- Mr. Christopher Frauendienst, Executive Assistant to the Board
- Ms. Stephanie Waters, Board Liaison

Call to Order

In General Williams' absence, Mr. Gomory called the meeting to order at 12:08 p.m.

Quorum

As a quorum of the Committee was not present, it was the consensus of the members in attendance to review the proposed presidential profile, suggest revisions (if any), and present the proposal for consideration at the special meeting of the Board scheduled for 4:00 p.m. that afternoon.

Report on Public Forums and Survey Responses

Mr. Briggs shared survey results collected from 78 respondents to help determine the challenges and opportunities the College is facing as well as the ideal characteristics the new president of ACC should embody. Mr. Briggs reported that the survey results aligned with responses shared at the public forums held on September 7, 2023, and other presidential searches he conducted. According to survey responses, challenges and opportunities related to employees, education and training programs, enrollment growth, and students ranked the highest. As for the ideal characteristics of the new president, respondents are seeking a strong professional leader who is approachable, visible, and collaborative; values employees; is innovative and a visionary; and is community-minded and a relationship builder.

Discussion ensued regarding the concerns of employees and if and when employees should be surveyed to determine a baseline for the new president's goals and performance. Following discussion, Mr. Briggs recommended that any employee survey should be implemented by the new president in partnership with the Board of Trustees in order to build collaboratively from employee input.

Presidential Profile

Mr. Briggs reviewed the proposed presidential profile with the Committee. He said the profile incorporates the opportunities and challenges as well as desired characteristics as reflected in the survey responses. Following review and discussion, it was the consensus of the Committee members present to proceed with the presidential profile as presented by Mr. Briggs and inform the Board of their recommendation.

Adjournment

Having no further business to discuss, the meeting was adjourned at 12:43 p.m.

Respectfully submitted,

John Larry Keen, Ed.D.
Interim President and Secretary to the Board of Trustees



Feeding Hungry Minds

AN AMERICORPS VISTA FOOD SECURITY INITIATIVE

AT

ALAMANCE COMMUNITY COLLEGE



Partnering with community to create capacity for sustainable solutions to community problems.



39% of students at 2
year colleges are
affected by food
insecurity.*

52% of students do not
apply for supports
because they do not
know how.*

ACC can help.

If you or someone you know faces challenges securing food, ACC can help.

Contact the Student Success Center at 336-506-4362.

On-campus food pantry and additional support is available.

*RealCollege 2021: Basic Needs Insecurity During the Ongoing Pandemic, The Hope Center for College, Community, and Justice (2021)



**Are You
Experiencing
Food
Insecurity?**

If you answered yes, ACC can help.

Contact the Student Success Center at 336-506-4362.

On-campus food pantry and additional support is available.

Questions taken from a survey published in RealCollege 2021: Basic Needs Insecurity During the Ongoing Pandemic, The Hope Center for College, Community, and Justice (2021)

Public Awareness
Campaign

Hawvest
Community
Garden

Produce Bags

EZ Meals

Nutrition &
Cooking
Education



Hawvest
Community
Garden

Produce Bags

EZ Meals

Nutrition &
Cooking
Education



NC Cooperative Extension

Elon Farmers Market
Donation Station

Free Farm Market

Cooking Demonstrations

Hawvest Garden,
Wheelchair
Accessibility Project



Loy Farm Elon University

Produce Bags



On Campus Partners

Career College Horticulture

ABLE Program

Feeding Hungry Minds Club

ACC Culinary Program



Future Goals

- Expand EZ Meals capacity on Main campus and extend services to Dillingham campus
- Ensure Fresh Produce Bags are sustained in collaboration with the Feeding Hungry Minds Club
- Create an online space where on-campus food support is easily accessible to students and staff

Questions?



Feeding Hungry Minds

Alamance Community College Food Insecurity Survey, 2022

Survey Results	
Worried about running out of food.	39%
Ran out of food and did not have money to buy more.	32%
Due to a tight budget unable to create nutritionally balanced meals.	35%
Skipped meals because did not have money to buy food	18%

Awarded Grants

2023 - 2024	
Alamance Community College Foundation Grant	\$6,500
SNAP Ed Cooperative Extension Accessibility Grant	\$500

NOTE: \$1,000 awarded to Jennifer Mock from a United Way grant was shared with Feeding Hungry Minds to allow for the purchase of produce for Produce Bags.

Summary of Service

Hawvest Community Garden

	2022	2023
*Number of Patrons Served	32	28

* Figures based on patrons voluntarily recording usage. Actual numbers may be higher

Produce Distributions, 2022

Type of Distribution	Number of Bags	Number of Individuals Served
Farm Market Distributions June - November 2022	550	NA*
Produce Bag Distribution November 1, 2022	11	26
Total Produce Distributed for 2022	565	576**

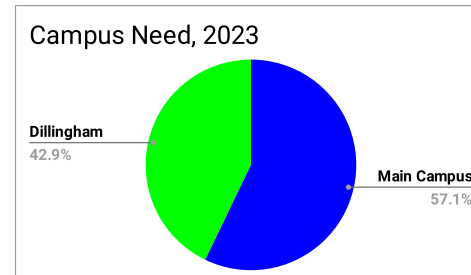
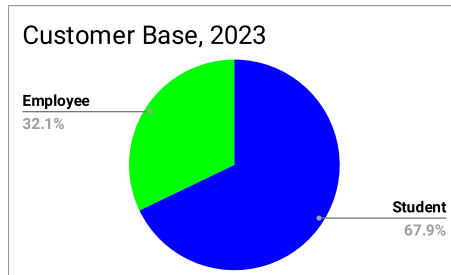
* Number of individuals in each patron's household is not recorded at Farm Market Distributions

** Sum of Number of Bags from Farm Market Distributions and Number of Individuals Served from Produce Bag Distributions

Produce Distributions, 2023

Type of Distribution	Number of Bags	Number of Individuals Served
Farm Market Distributions January - September 2023	133	NA*
Produce Bag Distribution March - September 2023	205	587
Total Produce Distributed for January - September 2023	338	720**

Produce Bags Demographics



EZ Meals

Meals Distributed from January - June 2023			
Main Building	Agricultural Sciences	AATC	Total
618	275	508	1401

Workforce Analysis (Full-Time)
Occupational Categories

23-Sep

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)	28	24	4	6	22	5	0	0	0	0	23
02 (Business/Finance Opers)	6	5	1	0	6	4	0	0	0	1	1
03 (Comp/Eng/Science)	7	4	3	4	3	2	0	0	0	0	4
04 (Com Serv/Legal/Arts/Media)	12	7	5	5	7	6	0	0	0	0	6
05 (Postsecondary Teachers)	114	93	21	48	66	7	1	2	0	2	98
08 (Librarians)	1	1	0	0	1	0	0	0	0	0	1
10 (Academic Affairs)	26	18	8	12	14	5	0	0	0	2	19
12 (Service Occupations)	2	2	0	2	0	0	0	0	0	0	2
14 (Office & Admin Support)	39	25	14	4	35	7	0	1	0	5	24
TOTALS	235	179	56	81	154	36	1	3	0	10	178

New Full Time Employees:

Thomas Garrett
Kristina Bowden
David Battigelli
Barony Torres
Darsell Hadley

Occupational Programs Coordinator
Data Technician
Biotechnology Instructor
Outreach Recruiter / First Year Mentor
Student Services Assistant

	<i>County</i>	
African American	16%	22%
American Indian / Alaska Native	0%	2%
Asian	1%	2%
Hawaaian / Pacific Islander	0%	0%
Hispanic	4%	13%
White	76%	61%

Sampling of Adjunct Pay Showing Old and New Models

	Course Prefix	Total Contract Hours (Old Pay Model)	Old Hourly Rate	Total Contract Amount	Total Contract Hours (New Pay Model)	New Hourly Rate	Total Contract Amount	Difference Compared to Previous Pay Model
Adjunct #1	ECO	120	\$29.07	\$3,448.40	96	\$36.48	\$3,502.08	\$53.68 (increase)
Adjunct #2	SPI	128	\$20.28	\$2,595.84	96	\$30.69	\$2,946.24	\$350.40 (increase)
Adjunct #3	ACA	64	\$26.47	\$1,694.08	32	\$34.14	\$1,092.48	\$601.60 (decrease)
Adjunct #4	MAT	80	\$34.18	\$2,734.40	64	\$34.14	\$2,184.96	\$594.44 (decrease)
Adjunct #5	EGR	64	\$37.67	\$2,410.88	48	\$36.48	\$1,751.04	\$659.84 (decrease)
Adjunct #6	EDU	104	\$30.52	\$3,174.08	96	\$34.14	\$3,277.44	\$103.36 (increase)
Adjunct #7	BUS/MKT	128	\$30.51	\$3,905.28	96	\$34.14	\$3,277.44	\$627.84 (decrease)
Adjunct #8	OST	80	\$21.12	\$1,689.60	64	\$30.69	\$1,964.16	\$274.56 (increase)
Adjunct #9	ART	176	\$28.01	\$4,929.76	144	\$34.14	\$4,916.16	\$13.60 (decrease)
Adjunct #10	PSY	192	\$27.69	\$5,316.48	144	\$34.14	\$4,916.16	\$400.32 (decrease)
Adjunct #11	AUT	128	\$24.58	\$3,146.24	96	\$30.69	\$2,946.24	\$200.00 (decrease)
Adjunct #12	PED	184	\$30.52	\$5,615.68	144	\$34.14	\$4,916.16	\$699.52 (decrease)
Adjunct #13	MED	128	\$30.54	\$3,909.12	112	\$32.52	\$3,642.24	\$266.88 (decrease)
Adjunct #14	COS	208	\$26.25	\$5,460.00	192	\$30.69	\$5,892.48	\$432.48 (increase)
Adjunct #15	DFT	96	\$22.87	\$2,195.52	80	\$30.69	\$2,455.20	\$259.68 (increase)



Administrative and Fiscal Services
336-506-4410
FAX 336-578-3964
1247 Jimmie Kerr Road
P.O. Box 8000
Graham, NC 27253-8000
www.alamancecc.edu

**Buildings & Grounds Committee
October 4, 2023**

Action Item: Guaranteed Maximum Price (GMP) Construction Contract – Public Safety Training Center

Executive Summary

The current construction environment continues to experience price escalation in both materials and labor as well as supply chain issues. The College has experienced this with most of our bond projects and are finding the same is true for the Public Safety Training Center Project. Our project partners, Samet Corporation (Construction Manager at Risk) and Moseley Architects have provided multiple construction cost estimates beginning with a schematic design during the summer of 2022, a design development cost estimate in early 2023 and a construction document estimate in the summer of 2023. During this time, the College, Samet and Moseley worked to redesign and value engineer the project to minimize the various cost increases.

On Friday, September 29th the College received the Guaranteed Maximum Price of \$13,420,888 from Samet for the base scope of the project which includes (1) classroom/administration building, (2) Emergency Vehicle Operator Course (EVOC), (3) training tower and pavilion, (4) all related sitework. This cost went up \$20,786 from the last estimate received on 7/5/23.

Samet also provided the Indoor Firing Range GMP (alternate) totaling \$7,036,160, an increase of \$431,496 from the last estimate received on 7/5/23. According to Samet, the predominant cost increase was in the specialized HVAC systems required for an indoor firing range. Some increase was also related to some earthwork adjustments in the site where the building will be located.

Samet will publicly bid each construction package in October and early November with bids to be received around November 22nd. Should the bids come in under the GMP amounts, the savings will go back to the College as Owner.

Action:

College Administration requests approval of the Guaranteed Maximum Price (GMP) construction contract for Samet Corporation for the Public Safety Training Center Project in the amount of \$13,420,888 for the base scope and \$7,036,160 for the alternate Indoor Firing Range, pending funding approvals by the Alamance County Commissioner Board and GMP review by the State Construction Office (SCO). SCO will formally award the contract and facilitate the contract documents.



**Buildings & Grounds Committee
 October 4, 2023**

Action Item: Facilities & Grounds Maintenance Service Contract

Background

Current facilities and grounds maintenance services are provided by Aramark Management Services. The College has had a partnership with Aramark as our facilities services provider for almost 30 years. The most recent contract began in November 2018 and is set to expire at the end of October 2023. Aramark manages the College's day-to-day physical plant management needs as well as custodial and grounds maintenance for both the Main Campus and Dillingham Campus.

Selection Process

On June 26, 2023, a Request for Proposals was issued for Facilities & Grounds Maintenance Services for the College. A pre-proposal meeting and site visit was held on July 11th attended by eight potential vendors. Four proposals were received on August 3rd – (1) The Budd Group, (2) Owens Realty Services, (3) Aramark Management Services and (4) ABM. A proposal review committee was formed including team members from various departments at the College and a review and ranking was completed by each team member. The scoring criteria for the proposals was as follows (also note that the scoring criteria was included in the RFP):

Criteria	Points
Comprehensive & Qualitative Suitability	15
Details of Vendor Personnel Policies & Procedures	20
Quality of Proposal, System Approach and Staffing Plan	25
Corporate Reputation and References	15
Cost	25
Total Possible Points	100

The Review Committee arrived at the following overall scores for each vendor.

Vendor	Three Year Cost	Results
Aramark Management Services Limited Partnership	\$5,037,958.00	Technical Score: 73 Cost Score: 25 Total: 98; Recommended for award
ABM	\$6,159,150.00	Technical Score: 70 Cost Score: 20 Total: 90
The Budd Group	\$6,855,322.00	Technical Score: 58 Cost Score: 18 Total: 76
Owens Realty Services	\$7,991,562.14	Technical Score: 57 Cost Score: 16 Total: 73

Aramark Management Services received the highest ranking overall based on the above criteria and is recommended for the award. The second highest ranking firm was ABM. This new contract with Aramark equals a \$10,518.70 annual increase over the current contract.

Action Required

College Administration requests that the Board of Trustees approve a new three (3) year contract beginning on November 1, 2023 with an option to renew for two additional one (1) year terms for Facilities and Grounds Maintenance Services with Aramark Management Services Limited Partnership. The three (3) year contract total cost is \$5,037,958.00. This contract approval is pending final award approval by the North Carolina Department of Administration, Division of Purchase and Contract.

**OCTOBER 2023 SUMMARY
BOND AND CAPITAL IMPROVEMENT PROJECTS**

BOND PROJECTS

STATUS SUMMARY

Biotechnology Center of Excellence

Punchlist work is being completed on the new remote parking lot at Gee Building. We hope to finalize closeout with State Construction in October.

Student Services Center

Resolute Builders provided one option to the College to improve the look of the monumental exterior entrance stairs. Unfortunately, the stair nosing wasn't addressed. The College is working with State Construction at contractual options to complete the work and back charge the cost to contractor retainage. Aeration and reseeding of the grasses is scheduled for October. Closeout of the project will also be pushed out until we are comfortable that the grasses have developed as specified.

Public Safety Training Center

Green Level Site:

Final fixed GMP is to be provided to the College on September 29th and College Administration plans to present the final bond funding request for both the Public Safety Training Center Project and the Main, Powell, Gee Building Project at the October 2nd County Commissioners meeting. Commissioners will vote on the amount to be sold at their October 16th meeting. The County has set the bond sale date for October 31st. Construction is currently scheduled to begin in January 2024.

Burlington Site:

A draft lease/memorandum of understanding has been presented to the College for review. Mr. Longest has been asked to review the document on behalf of the College. Funding for this project has been included as part of the overall 10/2 funding request presentation at the County Commissioner Meeting. A revised 3-1 project form identifying the funding source and scope as well as the lease document will be presented to the Board to consider for approval at a future meeting.

**Main, Powell & Gee Buildings –
Classroom, Lab, Offices, Library Reno/
Nursing Expansion/Childcare Updates**

We have been informed by State Construction that the general contractor contract should be ready to execute in the next week. Once complete, a pre-construction meeting will be held between the State, ACC and the general contractor. The first phase of the project will include renovation of the Skills Center, the Library and the third floor of Powell building (nursing expansion). We expect construction to commence in October.

CAPITAL PROJECTS

STATUS SUMMARY

Bill and Nancy Covington Education Center	The modular classroom is fully set in place and the ramp into the classroom is close to completion. Concrete for ADA parking is yet to be poured. Finishes such as furniture, IT and AV equipment and cameras are next on the list for installation. We expect the project to be complete by the end of October.
Gee Building Chiller Replacement Project	No new update. The new Daikin 140 ton chiller has been ordered through Hoffman & Hoffman. The chiller is scheduled to arrive 1/5/2024.
Main Server Room HVAC Replacement Project	No new update. The unit shows a scheduled delivery date of 3/15/2024.
Campus Wayfinding Master Planning Project	No new updates. The College continues to review both interior and exterior layouts and submittals provided by APCO Signs. Other projects have taken priority for staff so this project recommendation has been pushed to a future BOT meeting later this fall. Once the estimated project cost is provided by APCO signs, College administration will determine the most appropriate funding source to recommend and propose a new capital project request to the Board.
Horticulture Technology Storage Building Project	The building is now complete. Shelving and storage will now be installed before horticulture tools and supplies are moved over. Tear down and disposal of the old sheds that line the highway will begin shortly thereafter.

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

None

Buildings and Grounds Committee Meeting					
Capital Project Budget Plan For Fiscal Year 2024					
As of September 30, 2023					
1	County Capital--Carry-forward Unspent Fund Balance	Budget	Actual	Remainder	
a.	Various minor repairs and maintenance projects	-	-	-	
b.	Master Backfill--Portion from County	175,200	-	175,200	
c.	savings (i.e. unspent allocation) from various projects	-	-	-	
		175,200	-	175,200	
2	County Capital--FY 2024 Allocation	Budget	Actual	Remainder	
a.	Various Campus Renovations & Repairs:	-	10,819	(10,819)	
b.	Reserved for Emergency Repair Projects	50,000	-	50,000	Appr'vd Jan 2023
c.	Campus Capital Project Feasibility Study	35,200	-	35,200	Appr'vd Apr 2022
d.	Wayfinding Master Planning Project	9,645	-	9,645	Appr'vd Oct 2022
e.	IT Server Room HVAC	16,430	-	16,430	Appr'vd Oct 2022 (In FY23 Cannon awarded \$187,000 reimb. grant)
f.	Roofing Preventative Maintenance Year 5	30,000	7,300	22,700	Appr'vd Jun 2023
g.	DC Downspout Installation	14,000	11,500	2,500	Appr'vd Jan 2023
h.	Esport Renovation	9,489	9,699	(210)	Appr'vd Oct 2022
i.	Gee Bldg-Chiller Project	142,734	-	142,734	Appr'vd Feb 2023
j.	Gee Building - Grit Blasting Project	31,334	29,352	1,982	Appr'vd May/June 2023
k.	Gee Bldg-Fire Suppression System	23,000	-	23,000	Appr'vd Feb 2023
l.	Forklift Replacement	45,258	-	45,258	Appr'vd Aug 2023
m.	IT Network Infrastructure and Server Rooms \$40,000?	-	-	-	project to be suggested during year
n.	savings (i.e. unspent allocation) from various projects	128,910	-	128,910	
		536,000	68,670	467,330	
3	Bond Projects (County debt and capital reserves and includes dedicated State SCIF funds)	Budget	Total Expended	Remainder	
a.	Biotechnology Center of Excellence and Parking	19,453,093	18,336,878	1,116,215	\$16,510,212 County Bonds \$2,942,881 SCIF (*FY22*)
b.	Student Services Center	6,703,500	6,402,840	300,660	\$6,703,500 County Bonds
c.	Public Safety Training Center	15,350,218	952,493	14,397,725	\$13,350,218 County Bonds; \$2,000,000 County Capital Reserves
d.	Main, Powell, & Gee Buildings-Classrooms, Labs, Offices, Library/Nursing/Childcare Updates	4,936,070	348,924	4,587,146	\$3,036,070 County Bonds; \$500,000 County Capital Reserves; and \$1,400,000 SCIF FY22
e.	Satellite Location-West (Burlington)	-	-	-	
f.	Satellite Location-East (Mebane)	-	-	-	
		46,442,881	26,041,135	20,401,746	\$39.6M County bonds, \$2.5M County Reserves \$2.942 SCIF
4	Non-County Projects (federal, state, local grants)	Budget	Total Expended	Remainder	
a.	Master Backfill--Approved Connect NC Bond Funds	436,816	296,232	140,584	NC Connect Bonds (Now Available as State SCIF)
b.	HVAC Replacement - IT Server Room	187,000	-	187,000	Appr'vd Oct 22; Cannon Grant of \$187,000 awarded Jan 2023
c.	Variable Air Volume Controllers and Boxes Replacement	230,000	142,415	87,585	Appr'vd FY23 via HEERF
d.	Covington Education Center: Utility Upgrades	380,550	227,609	152,941	Appr'vd \$380,550 via Grant: NC Tobacco Trust Fund Commission
e.	Horticulture Technology Storage Building Project	153,800	45,030	108,770	State: (SCIF FY22) Appr'vd Oct 22
f.	Cosmetology Renovation and New Stations	17,440	-	17,440	Cosmetology Live Project Proceeds - Appr'vd Sep 2023
	Savings (i.e. Unspent Allocation) from Various Projects	2,600,802	-	2,600,802	State: (SCIF FY22 & FY23 allocation)
		4,006,408	711,286	3,295,122	
	TOTAL CAPITAL PROJECTS	48,430,777			
	Funds Available for Future Projects	2,729,712			



Budget and Financial Information

For the
Month Ending
September 30, 2023

Alamance Community College -- Budget and Financial Information

For the Month Ending September 30, 2023

Executive 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 September 30, 2023. 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:

- o Exhibit A - State Accounting Fund: Year-to-Date Budget Report (With Prior Year Expenditures)
- o Exhibit B - County Accounting Fund: Year-to-Date Budget Report (With Prior Year Expenditures)
- o Exhibit C – (NEW) Institutional Accounting Fund: Year-to-Date Budget Report (With Prior Year Expenditures)
- o Exhibit D – Institutional Accounting Fund: Year-to-Date Activity Report (With Ending Balances)

Report highlights include:

- o Budget: The FY24 Interim Budget approved by the Trustees included estimated amounts expected to be allotted by the State. The FY23-25 biennial State budget, which has been approved but not yet certified, includes a 7% pay increase (4% FY24 and 3% FY25), a minimum 10% increase in nurse pay, funding to recruit/retain employees, \$500,000 FY24 nonrecurring funds for Dillingham Campus, \$5.5 million for a firing range, \$100,000 for instructional support, and recurring capital funding for FY24 and FY25.
- o Overall: At September 30, 2023, the College's fiscal year is 3 / 12th or 25% complete.
- o Exhibit A--State Accounting Fund: The *Current Expense* program is higher than at this same point last year by over **\$60,000** (about **0.9% increase**) but includes a non-recurring pension liability payment. Overall current expenses are **22.9% expended** when compared to budget. The budget includes a special allocation of approx. **\$640,000** that was awarded in FY21-22 by the State for operations, yet intended to be used as needed until FY 2023-2024. The *Capital Outlay* program is **0% spent**, to date.
- o Exhibit B—County Accounting Fund: Current expenditures were higher than at this same point last year by over **\$261,000** (about **22.4% increase**) and is **35.4% expended** when compared to budget. The *Capital Outlay* program is **10% spent**.
- o Exhibit C—(NEW) Institutional Accounting Fund: Current expenses are vastly different than at this same point last year due to error corrections that were posted last fiscal year. Current expenses are **(47%) expended** when compared to budget. A budget amendment will be recommended next month to record new grants being expended. Two of the bond projects have been substantially completed and the funds will be closed as soon as final expenditures have been reimbursed. Other projects will not be spent evenly throughout the year but all remain within budget. In this accounting fund, both unspent current expense and unspent capital outlay monies are available to carry forward into next year.
- o Exhibit D—Institutional Accounting Fund: Programs are categorized as unrestricted, restricted, proprietary, or plant. Because FY23 has not yet been closed, the beginning balances of each fund are still estimates.
- o Negative program balances: **Planned** negative balances appear in mid-year 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.

Alamance Community College -- Budget and Financial Information
 For the Month Ending September 30, 2023
 State Accounting Fund Year-to-Date Budget Report (With Prior Year Expenditures)

Exhibit A

<u>Current Expense (State)</u>	<u>Budget</u>	<u>Expended Amount</u>	<u>Unexpended Budget</u>	<u>Expended %</u>	<u>Expended Prior Year</u>
Institutional Support					
Executive Management.....	1,345,533	437,867	907,666	33%	310,611
Financial Services.....	1,517,740	284,093	1,233,647	19%	347,613
General Administration.....	1,906,025	628,045	1,277,980	33%	431,249
Information Systems.....	1,365,039	230,566	1,134,473	17%	309,760
<i>Total Institutional Support.....</i>	<i>6,134,337</i>	<i>1,580,570</i>	<i>4,553,767</i>	<i>26%</i>	<i>1,399,233</i>
Curriculum Instruction					
FY20-21 State Stabilization Funds.....	640,956	-	640,956	0%	-
Associate Degree, Diploma & Certificate.....	13,013,246	3,131,488	9,881,758	24%	3,168,601
<i>Total Curriculum Instruction.....</i>	<i>13,654,202</i>	<i>3,131,488</i>	<i>10,522,714</i>	<i>23%</i>	<i>3,168,601</i>
Continuing Education					
Occupational Education Instruction.....	1,593,132	348,053	1,245,079	22%	409,652
Occupational Education Support.....	638,435	141,380	497,055	22%	166,671
Basic Skills (HSE, ESL, etc.).....	1,438,763	339,723	1,099,040	24%	257,370
Small Business Center (SBC).....	164,469	29,262	135,207	18%	6,534
Customized, Business, & Industry Training.....	110,621	31,812	78,809	29%	16,042
Expansion Apprenticeship Program.....	342,929	39,479	303,450	12%	2,728
Literacy Special Programs.....	337,538	4,420	333,118	1%	2,453
BioBetter Grant Programs.....	284,323	29,186	255,138	10%	-
<i>Total Continuing Education.....</i>	<i>4,910,210</i>	<i>963,315</i>	<i>3,946,895</i>	<i>20%</i>	<i>861,450</i>
Academic Support					
Library/Learning Center.....	501,202	151,510	349,692	30%	157,447
Curriculum Instruction.....	1,475,678	322,881	1,152,797	22%	436,170
Continuing Education.....	875,010	212,609	662,401	24%	221,922
<i>Total Academic Support.....</i>	<i>2,851,890</i>	<i>687,000</i>	<i>2,164,890</i>	<i>24%</i>	<i>815,538</i>
Student Support					
Student Services.....	2,277,411	506,515	1,770,896	22%	526,480
Childcare.....	32,728	6,178	26,550	19%	2,823
Scholarships & Awards to Students.....	267,635	37,890	229,745	14%	78,452
<i>Total Student Support.....</i>	<i>2,577,774</i>	<i>550,583</i>	<i>2,027,191</i>	<i>21%</i>	<i>607,755</i>
Subtotal Current Expense (State).....	30,128,413	6,912,956	23,215,457	23%	6,852,577
Capital Outlay (State)					
Equipment.....	910,458	(6,413)	916,871	(1%)	52,992
BioBetter Grant Equipment.....	838,280	-	838,280	0%	-
Books.....	45,012	7,447	37,565	17%	3,131
<i>Subtotal Capital Outlay (State).....</i>	<i>1,793,750</i>	<i>1,035</i>	<i>1,792,715</i>	<i>0%</i>	<i>56,123</i>
Total Expenditures (State).....	31,922,163	6,913,991	25,008,172	22%	6,908,700

For the Month Ending September 30, 2023

County Accounting Fund Year-to-Date Budget Report (With Prior Year Expenditures)

<u>Current Expense (County)</u>	<u>Budget</u>	<u>Expended Amount</u>	<u>Unexpended Budget</u>	<u>Expended %</u>	<u>Expended Prior Year</u>
<i>Total College Support Services.....</i>	618,506	207,955	410,551	34%	319,283
<u>Plant Operation and Maintenance</u>					
Plant Operations.....	2,756,564	1,002,214	1,754,350	36%	612,114
Plant Maintenance.....	654,612	215,953	438,659	33%	233,279
<i>Total Plant Operation and Maintenance.....</i>	3,411,176	1,218,167	2,193,009	36%	845,393
<u>Operating Transfers</u>					
To Unexpended Plant Fund.....	-	-	-	*	-
<i>Subtotal Current Expense (County).....</i>	4,029,682	1,426,122	2,603,560	35%	1,164,676
<u>Capital Outlay (County)</u>					
Maintenance Projects, Carryforward.....	175,200	50,551	124,649	29%	44,648
Maintenance Projects, Current.....	536,000	18,119	517,881	3%	56,256
<i>Subtotal Capital Outlay (County).....</i>	711,200	68,670	642,530	10%	100,904
<i>Total Expenditures (County).....</i>	4,740,882	1,494,792	3,246,090	32%	1,265,580

Alamance Community College -- Budget and Financial Information
For the Month Ending September 30, 2023
Institutional Accounting Fund Year-to-Date Activity Report (Compared to Budget)

Exhibit C

<u>Current Expense (Institutional)</u>	<u>Budget</u>	<u>Expended Amount</u>	<u>Unexpended Budget</u>	<u>Expended %</u>	<u>Expended Prior Year</u>
Current Unrestricted					
Institutional Support.....	23,000	759	22,241	3%	(1,312,805)
Curriculum Instruction.....	-	-	-	*	-
Continuing Education.....	75,000	41,895	33,105	56%	(39,968)
Academic Support.....	-	(373)	373	*	(40)
<i>Total Current Unrestricted.....</i>	<i>98,000</i>	<i>42,281</i>	<i>55,719</i>	<i>43%</i>	<i>(1,352,813)</i>
Current Restricted					
Institutional Support.....	264,393	77,323	187,070	29%	(129,468)
Curriculum Instruction.....	11,184	41,596	(30,412)	372%	(1,236)
Continuing Education.....	-	21,369	(21,369)	*	10,871
Student Support.....	289,477	71,245	218,232	25%	56,152
CARES (Student, Institutional, SIP).....	30,000	8,651	21,349	29%	-
Student Aid.....	6,002,363	3,085,610	2,916,753	51%	(286,639)
<i>Total Current Restricted.....</i>	<i>6,597,417</i>	<i>3,305,795</i>	<i>3,291,622</i>	<i>50%</i>	<i>(350,320)</i>
Proprietary					
Institutional Support.....	50,000	1,458	48,542	3%	157,882
Curriculum Instruction.....	100,000	4,956	95,044	5%	3,558
Student Support.....	85,000	24,945	60,055	29%	66,068
Bookstore.....	100,000	35,706	64,294	36%	12,637
Vending.....	125,000	6,622	118,378	5%	10,864
<i>Total Proprietary.....</i>	<i>460,000</i>	<i>73,688</i>	<i>386,312</i>	<i>16%</i>	<i>251,009</i>
Subtotal Current Expense (Institutional).....	7,155,417	3,421,763	3,733,654	48%	(1,452,124)

<u>Capital Projects (Institutional)</u>	<u>Project Budget</u>	<u>Current Yr Exp</u>	<u>Remainder</u>
B&G - Backfill Project.....	436,816	296,232	140,584
B&G - Center of Excellence/Parking.....	19,453,093	653,215	18,799,878
B&G - Student Services Center	6,703,500	382,755	6,320,745
B&G - Public Safety Training Center	14,850,218	358,127	14,492,091
B&G - Main/Powell (Nursing Expansion)	5,436,070	55,736	5,380,335
B&G - Tobacco Trust at "The Farm"	380,550	136,165	244,385
B&G - OSBM SCIF (No project assigned)	2,543,902	-	2,543,902
B&G - Various Projects	283,800	45,030	238,770
Subtotal Capital Outlay (Institutional).....	50,087,949	1,927,260	48,160,689
Total Expenditures (Institutional).....	57,243,366	5,349,024	51,894,342

* Unadjusted and Unaudited *

Alamance Community College -- Budget and Financial Information
 For the Month Ending September 30, 2023
 Institutional Accounting Fund Year-to-Date Activity Report (With Ending Balances)

Exhibit D

<u>Programs (Institutional)</u>	<u>Budget</u>	<u>Beg. Program Balance (est)</u>	<u>Revenue Amount</u>	<u>Expended Amount</u>	<u>End. Program Balance</u>
<u>Unrestricted Programs (Institutional)</u>					
Financial Services	23,000	296,831	20,023	173	317,027
General Administration	-	(11,544)	4,207	(32)	(7,370)
Curriculum Instruction	-	12,336	1,557	-	13,893
Occupational Ext. Instruction	25,000	42,106	8,630	(3,664)	47,072
Thigpen Trust	-	85,233	-	(900)	84,333
Community Service	50,000	126,048	24,810	(38,231)	112,628
Library/Learning Center	-	-	-	373	373
<i>Total Unrestricted Programs (Institutional)</i>	98,000	551,010	59,227	(42,281)	567,956
<u>Restricted Programs (Institutional)</u>					
College Work Study	103,166	(948)	-	(46,150)	(47,098)
SEOG	99,000	5,752	-	(2,100)	3,652
Pell Grants	5,103,078	(199,391)	2,262,693	(2,635,963)	(572,660)
SIG	-	-	-	-	-
Community College State Grant	414,000	(1,722)	123,549	-	121,827
Targeted Assistance Grant	-	12,005	-	-	12,005
Golden LEAF Scholarships	-	(10,250)	-	-	(10,250)
Less Than Half Time Grant	-	(4,009)	-	-	(4,009)
Scholarships	-	4,254	-	(195,503)	(191,249)
Education Lottery Financial Aid	184,000	1,451	-	-	1,451
Scholarships - GEER	-	(7,077)	-	(18,666)	(25,743)
Spec. Fees - CI-Nursing	-	6,304	17,470	(20,977)	2,797
Spec. Fees - CI-Medical Assistant.....	-	400	-	-	400
Spec. Fees - CI-Dental Assistant	-	2,488	-	-	2,488
Spec. Fees - CI-Cosmetology	-	1,646	-	-	1,646
Spec. Fees - CI-Automotive Technology	-	84	-	-	84
Spec. Fees - OE-Public Safety	-	9,215	12,325	-	21,540
Spec. Fees - OE-Special Programs	-	9,725	868	-	10,593
CARES Student Relief	30,000	(11,120)	-	(8,651)	(19,772)
PACE-CARES Strengthening Inst Programs.....	202,285	(89,376)	96,845	(123,761)	(116,291)
GA-AJOBS	53,055	(1,994)	-	(1,516)	(3,509)
GA-Governors Crime Commission	-	-	-	-	-
GA-Biotech Center Grant	-	-	1,340	(2,607)	(1,267)
GA-ACE Grant	108,172	(62,232)	66,416	(27,050)	(22,866)
GA-NSF WIND Grant	-	(23,293)	-	-	(23,293)
CI-Gene Haas Foundation	-	211	-	-	211
CI-Golden LEAF Equipment Grant	-	(9,699)	-	-	(9,699)
CI-NSF Bioscience-FTCC	-	-	15,000	(183)	14,817
CI-C-Step Grant	-	(1,928)	12,500	(200)	10,371

* Unadjusted and Unaudited *

Alamance Community College -- Budget and Financial Information
 For the Month Ending September 30, 2023
 Institutional Accounting Fund Year-to-Date Activity Report (With Ending Balances)

Exhibit D

<u>Programs (Institutional)</u>	<u>Budget</u>	<u>Beg. Program Balance (est)</u>	<u>Revenue Amount</u>	<u>Expended Amount</u>	<u>End. Program Balance</u>
CI-Telemedicine Grant	-	(538,128)	-	-	(538,128)
CI-AWESM Grant	11,184	(12,373)	14,653	(20,235)	(17,955)
REACH Adult Learner Project	-	7,127	-	(806)	6,321
CS-Piedmont Voices	-	1,983	-	-	1,983
CS-Engineering Camp	-	1,350	-	-	1,350
SS-TRIO Student Support Services	261,888	(26,522)	-	(70,660)	(97,182)
<i>Total Restricted Programs (Institutional)</i>	6,569,828	(936,064)	2,623,659	(3,175,028)	(1,487,433)
Proprietary Programs (Institutional)					
GA-Duplicating Center (aka Print Center)	-	1,893	-	-	1,893
Aux-Public Information & Marketing	-	4,208	396	(1,458)	3,146
Aux-Graduation	50,000	34,779	1,763	-	36,542
Aux-Bookstore Commissions	100,000	1,627,074	-	(35,706)	1,591,368
Aux-Snack Bar Commissions	15,000	41,426	-	(3,558)	37,868
Aux-Culinary Food Service	110,000	17,921	620	(3,064)	15,477
Aux-Traffic Control, Parking, and Safety	-	37,541	33,781	-	71,321
Aux-SGA	85,000	114,713	41,585	(24,945)	131,353
Aux-Technology Fee	-	8,124	33,854	-	41,978
Aux-Child Care	-	22,263	569	-	22,832
Spec. Fees - Animal Care & Management	-	507	-	-	507
Spec. Fees - Cosmetology	100,000	147,507	13,779	(4,754)	156,533
Spec. Fees - Massage Therapy	-	-	340	-	340
Spec. Fees - Automotive Technology	-	(145)	15	(202)	(332)
Spec. Fees - Dental Assistant	-	56,568	-	-	56,568
Spec. Fees - Occupational Extension	-	176,337	6,765	-	183,101
<i>Total Proprietary Programs (Institutional)</i>	460,000	2,290,716	133,467	(73,688)	2,350,495
<i>Total Non-Plant Programs (Institutional)</i>	7,127,828	1,905,662	2,816,352	(3,290,997)	1,431,017
Plant Programs (Institutional)					
Building & Grounds-Backfill Project	436,816	(60,176)	229,415	(296,232)	(126,993)
Building & Grounds-Center of Excellence	19,453,093	193,938	577,362	(653,215)	118,085
Building & Grounds-Student Services Center	6,703,500	(972,220)	296,157	(382,755)	(1,058,818)
Building & Grounds-Public Safety Training Center	15,350,218	(1,308)	354,336	(358,127)	(5,099)
Building & Grounds-Main, Powell (Nursing), Gee(Library).....	4,936,070	(28,806)	51,117	(55,736)	(33,424)
Building & Grounds-Tobacco Trust at "The Farm".....	380,550	(79,453)	71,875	(136,165)	(143,744)
Building & Grounds-Various Projects.....	-	(51,086)	-	(45,030)	(96,116)
<i>Total Plant Programs (Institutional)</i>	47,260,247	(999,112)	1,580,262	(1,927,260)	(1,346,110)
<i>Total All Programs (Institutional)</i>	54,388,075	906,551	4,396,615	(5,218,258)	84,908

* Unadjusted and Unaudited *

Alamance Community College

Student Government Association Report

October 4th, 2023

- The Student Government Association was able to bring more fun and eventful things to keep the students engaged and informed.
- First, we placed a 9/11 memorial display in the Main Building and at the Dillingham Center.
- We held a dynamic Clubs and Subs event on Wednesday, September 13th, 2023. 159 ACC students participated, and the clubs were happy for a chance to interact and register with new students.
- SGA Advisor Gilbert Umberger, Vice President Jamari Russell, and Secretary Cynthia Rodriguez Almarez attended the N4CSGA Fall Central Division meeting on Saturday, September 16th, 2023, at Rowan-Cabarrus Community College in Salisbury, North Carolina. They were able to attend leadership workshops and network with other colleges in attendance.
- Constitution Day was a fun, informative, and interactive day at the Main Campus on Monday, September 18th, 2023. There were complimentary constitution-themed cookies and mini-constitution booklets. In addition to that, students were able to play constitution games to

win an assortment of prizes like American-themed sunglasses, cups, and tumblers. 86 students participated.

- Students were treated to Biscuitville at our Biscuits and Ballots event for National Voter's Registration Day on Tuesday, September 19th, 2023. 90 students participated and were provided the opportunity to register to vote. The representatives from Alamance County Board of Elections and You Can Vote informed the students about the upcoming municipal elections.

- The Alamance Community College Campus and Community resource fair was held on Wednesday, September 27th, 2023. 70 students came down to the lower commons area to learn about resources available on campus and within the nearby communities.

- As a pre-nursing student and aspiring Health Advocate I was happy to come up with a new and exciting tagline for Breast Cancer Awareness month "On Wednesday's We Wear Pink" from one of my favorite movies Mean Girls. We placed Breast Cancer signs with important information in front of the Powell Building, Gee Building, and the Main Building. I would be happy to report to the board on everything else that is currently being planned and share the outcomes once we have successfully brought them into fruition.



Presidential Search Timeline 2023

- August 22, 2023** **Presidential Search Committee Meeting #1:** Training and Orientation of Search Committee. Search Consultant discusses Search Process with Committee, including timeline, application materials, selection of semi-finalists, and development of a Draft Presidential Profile. Discussion also includes a recruitment strategy to attract a highly competitive and diverse candidate pool.
- September 7, 2023** **Public Fora and Survey:** Search Consultant facilitates several in-person, open Public Forums (Administrators, Staff, Faculty, Students, Community Members) to solicit feedback to inform the final development of the Presidential Profile. ACCT Survey posted to College' "Presidential Search" webpage and ACCT webpage to solicit input.
- September 13, 2023** **Search Committee Meeting #2 and Special Board of Trustees Meeting:** Search Committee and Board receives, edits and finalizes the Presidential Profile. Profile posted to College' "Presidential Search" Webpage. State and national publications utilized to advertise, solicit, recruit and develop a strong and diverse pool of candidates.
- September 15, 2023** **Presidential Recruitment and Application Process Begins:** ACCT and Search Consultant initiates a Systemwide, State, Regional and National one-to-one recruitment process. Applications materials are posted to ACCT's and the College's "Presidential Search" Webpage. Candidates submit confidential application materials to ACCT's secure portal.

Where We Are In Process

- October 27, 2023** **Target Date for Receipt of Applications:** Position remains open until filled.
- Oct. 30- Nov. 10, 2023** **Presidential Search Committee Review:** Search Committee Members individually review, evaluate and rank their top confidential candidates through the ACCT portal. Committee submits their ratings to ACCT for ranking.
- November 13 , 2023** **Search Committee Meeting # 3:** Committee meets to reach consensus about 5-7 Semi-finalists to interview.

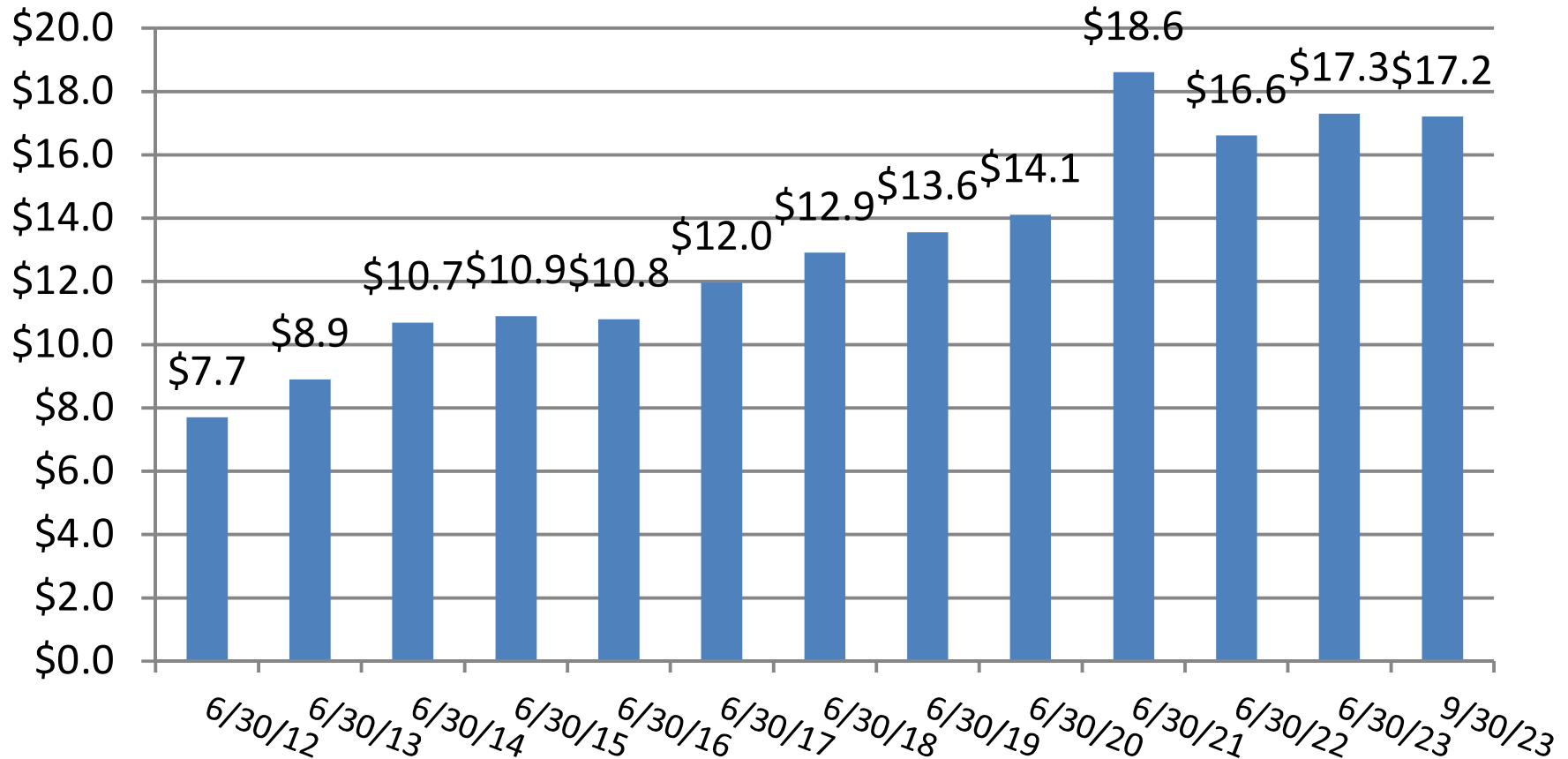
- November 20/21, 2023 Presidential Search Committee Meeting #4:** Search Committee meets for confidential virtual interviews of Semi-finalists. Two-day Interview process. Search Committee deliberates and selects 3 to 4 Finalists and forwards recommendations to the Board of Trustees. Search Committee work is completed.
- November 21, 2023 Board of Trustees** submits names of Finalists to the System President ten business days prior to the next regularly scheduled meeting of the State Board’s Personnel Committee, or at least ten days prior to a meeting of the Personnel Committee. Personnel Committee approves Finalists, and the System President notifies Board of Trustees.
- December 4-8, 2023 Board of Trustees Interviews and Selection:** Finalists visit the College. Each Finalist will meet with Senior Leadership, tour the community, participate in public forums, **and interview with the full Board of Trustees.** During deliberations, the Board will hear oral, in-depth reports on ACCT’s background checks on final candidates. By week’s end, the Board will select their first-choice candidate.
- December 8, 2023 Board of Trustees** submits the selection of their first-choice candidate to the System President five days prior to the next State Board Meeting. President-Elect and the Board of Trustees.
- December 2023** The State Board approves selection.
- TBD** New President of Alamance Community College is announced. The President-elect and Board establish the start date of employment.

Report of SEI Filing and Ethics Education Status

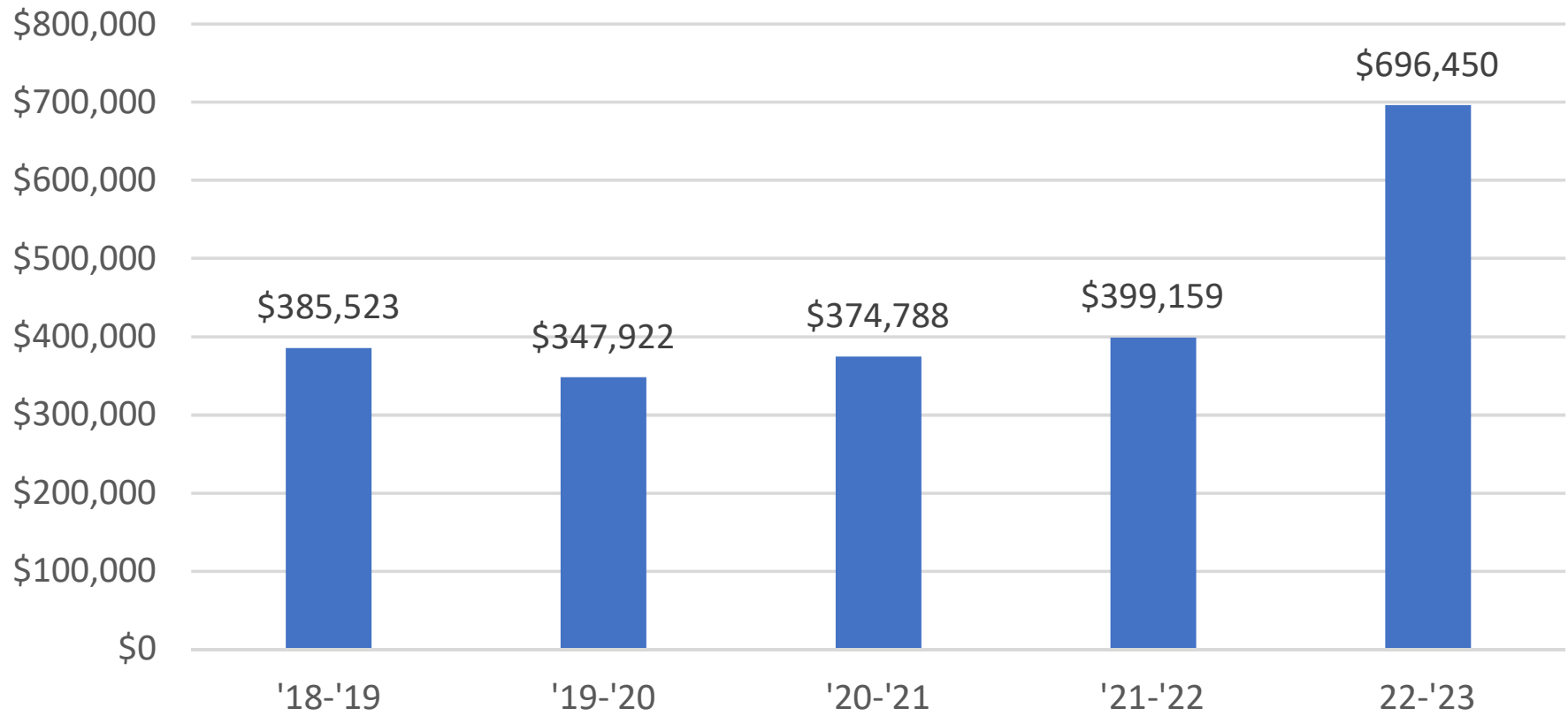
First name	Last Name	Last SEI Received Date	Last Education Received Date	Next Education Due Date
James	Butler	2/16/2023	4/12/2023	4/12/2025
Steve	Carter	2/8/2023	5/10/2023	5/10/2025
Roslyn	Crisp	3/13/2023	3/13/2023	3/13/2025
Julie	Emmons	4/11/2023	8/29/2022	8/29/2024
Anthony	Foriest	4/9/2023	2/21/2022	2/21/2024
Powell	Glidewell	5/5/2023	12/15/2021	12/15/2023
William	Gomory	1/24/2023	7/13/2022	7/13/2024
Mark	Gordon	5/3/2023	7/8/2022	7/8/2024
Sylvia	Munoz	5/3/2023	8/7/2022	8/7/2024
Charles	Scott	1/17/2023	3/30/2023	3/30/2025
Ken	Walker	7/5/2023	9/1/2023	9/1/2025
Blake	Williams	3/5/2023	9/1/2023	9/1/2025

See <https://ethics.nc.gov/education/webinar-public-servants-and-ethics-liaisons> to register for the ethics training webinar.

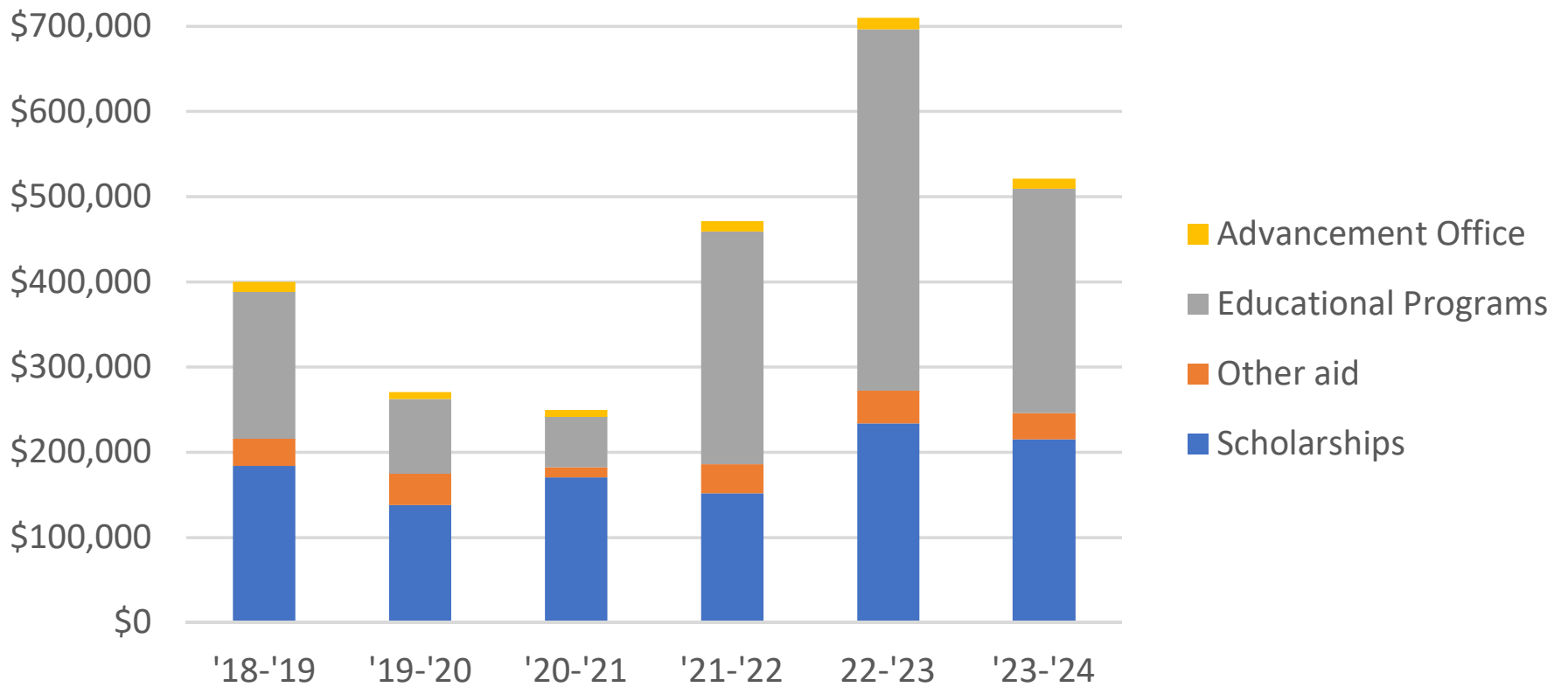
Value of ACCF Financial Assets (millions)



ACCF Total Scholarships



ACCF Year to Date Spending



FY 22-23 & FY 23-24 To-Date Grants

	ACC Department	Funder	Grantor Contribution/Award Amount	Duration of Grant	Period of Performance
2023-2024					
Public Safety Training Center and Firing Range	Public Safety Training	NC Legislature Appropriation	\$5,500,000		
Dillingham Center (MCC but one year)	Continuing Ed	NC Legislature Appropriation	\$500,000		
Addressing the Healthcare Workforce Crises: Starting a Practical Nursing Program at ACC	Nursing	Golden LEAF	\$200,000	16 months	June 1, 2023 - Sept 30, 2024
Alamance Juvenile Opportunity Bridge (AJOB)	Applied Engineering	Governor's Crime Commission (DOJ)	\$168,101	2 years	Jan 1, 2024 - Dec 31, 2025
Cybersecurity - State and Local Cybersecurity Grant Program (SLCGP) - Addressing Critical Cyber Risks	Information Services	NCDPS/EM (FEMA)	\$100,000	3 years	Dec 1, 2022 - Febr 28, 2026
LSTA - Creating the Contemporary Learning Community	Learning Resource Center	LSTA (Library Services and Technology Act)	\$22,183	1 year	July 1, 2023 - June 30, 2024

FY 22-23 & FY 23-24 To-Date Grants

	ACC Department	Funder	Grantor Contribution/Award Amount	Duration of Grant	Period of Performance
Public Safety - Radios	Public Safety	Governor's Crime Commission (DOJ)	\$13,800	1 year	Oct 1, 2023 - Sept 30, 2024
Alamance Juvenile Opportunity Bridge (AJOB)	Applied Engineering	Roots & Wings (JCPC)	\$12,640	6 months	July 1, 2023 - Dec 31, 2023
Carolina Access 100 - Our State Our Work (OSOW)	Apprenticeships	UNC Chancellor's Office and Blue Cross/Blue Shield of NC	\$10,000	1.5 years	July 1, 2022 - Dec 30, 2023
Carolina Access 100 - Our State Our Work (OSOW)	Apprenticeships	UNC Chancellor's Office and Blue Cross/Blue Shield of NC	\$5,000	1.5 years	July 1, 2022 - Dec 30, 2023
Suicide Prevention - QPR	Institutional Effectiveness	NCCCS	no-cost training	1 year	July 1, 2022 - June 30, 2024
Total to Date			\$6,531,724		
2022-2023					
Build Back Better - Triangle, BioBetter	Biotech and Continuing Education	US Economic Development Administration (EDA)	\$2,507,601	3 years	Nov 1, 2022 - Oct 31, 2025

FY 22-23 & FY 23-24 To-Date Grants

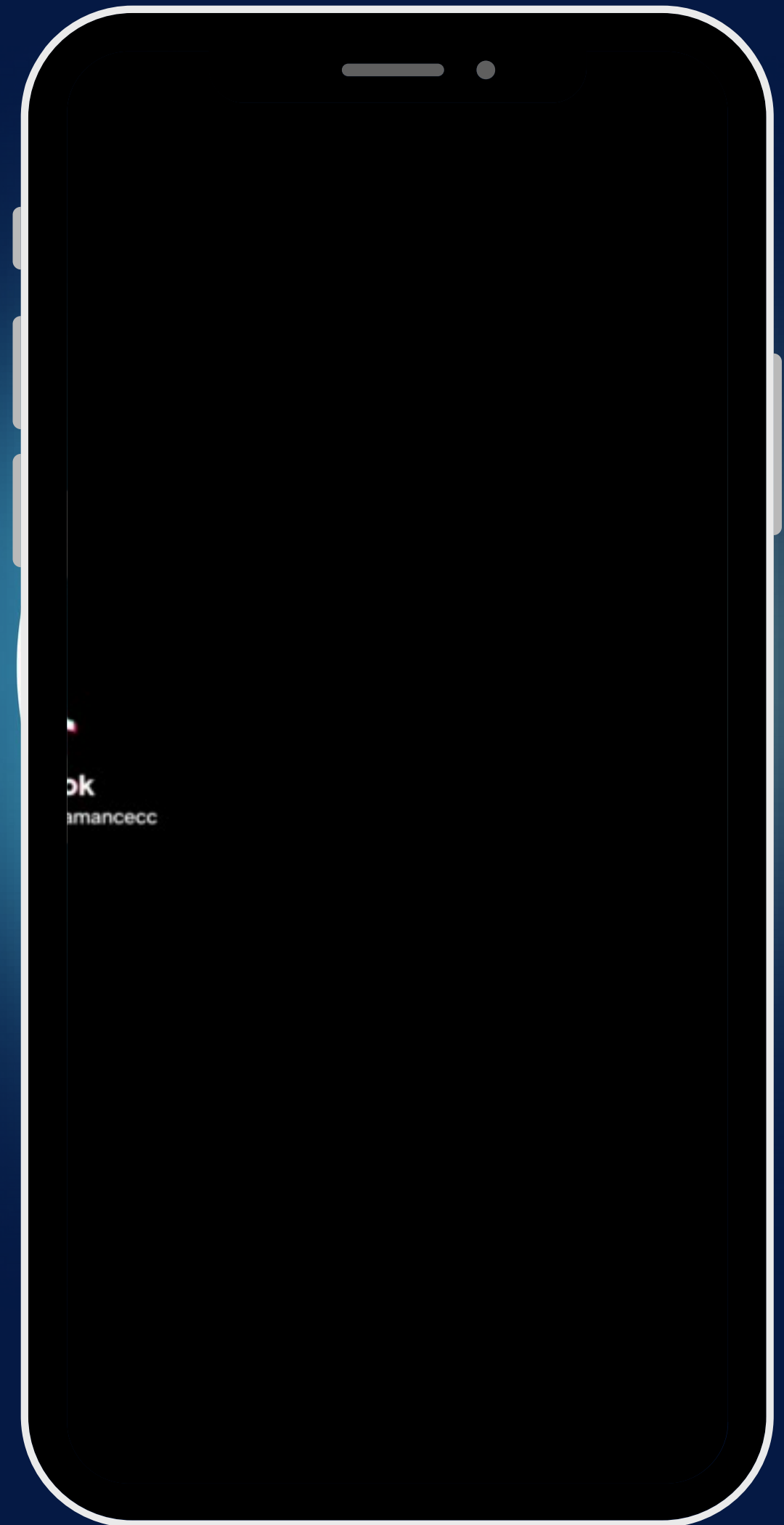
	ACC Department	Funder	Grantor Contribution/Award Amount	Duration of Grant	Period of Performance
American Cutting Edge (ACE)	Machining	Department of Defense	\$398,425	3 years	Nov 1, 2022 - Sept 30, 2025
Steps4Growth - Good Jobs Challenge	HVAC	Department of Commerce	\$200,000	3 years	Sept 2022 - Aug 1, 2026
IS Server Room HVAC	Information Services	Charles A Cannon Charitable Trusts	\$177,922	1 year	Dec 19, 2022 - Mar 31, 2024
Expanding Economic Impact - Dental Assisting Location at UNC-Ch	Dental	NC Community College System	\$93,908	1 year	July 1, 2022 - July 30, 2023
Juvenile Diversion Grant (AJOB)	Applied Engineering	Impact Alamance	\$53,000	1 year	Sept 2022 - Dec 31, 2023
Governor's GEER Funds - Suicide Prevention (QPR)	Student Services & SACSCOC Quality Enhancement Plan	NC Community College System	\$12,500	2 years	July 1, 2022 - June 30, 2024
Build Back Better - Triangle, BioWork PreApprenticeship Program	Apprenticeship/Con Ed/Biotechnology	US Economic Development Administration (EDA)	\$8,700	3 years	Nov 1, 2022 - Oct 31, 2025
Total			\$3,452,056		

ACC



Esperanza Festival

ACC staff and faculty were proud to volunteer at the **Esperanza Festival** in downtown Graham, engaging with the community and sharing the wealth of opportunities offered at ACC. In the spirit of giving back, we were thrilled to award **two** \$500 scholarships, reaffirming our commitment to supporting education and fostering success. As we immersed ourselves in the rich Hispanic culture on display, we were reminded of the importance of **diversity** and **inclusion** in our educational mission.



Student Ambassadors

AMBASSADORS

Gianna Curiazza

Lauren Lovett

Starry McCallister

Savannah Reid

Javier Rios Pineda

Emma Tomaro

Ronald Williams

Kayla Worley

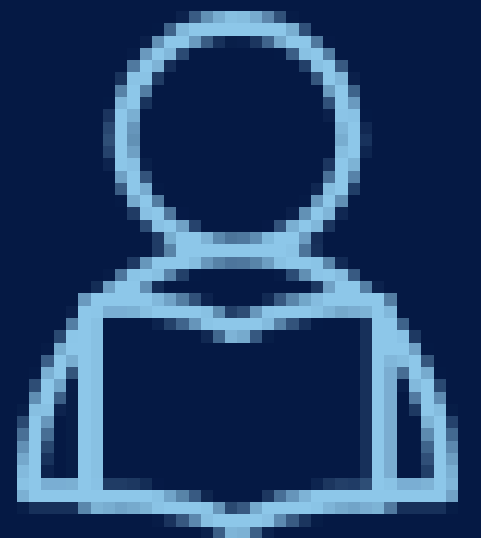
SENIOR AMBASSADORS

Elizabeth Aviles-Vega

Rubicela Cordova

Mattie Davis

Chase Foster



Airframe

