ALAMANCE COMMUNITY COLLEGE

BOARD OF TRUSTEES
Regular Meeting Agenda
September 08, 2025 06:00 PM
Wallace W. Gee Building - Room G222
1247 Jimmie Kerr Road
Graham, NC

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1. Call to Order

2. Call for Conflicts of Interest

3. Minutes

3.a Recommendation for approval:

3.a.1 Board of Trustees regular meeting, August 11, 2025 — Page 4

3.b Board of Trustees Committee Minutes

3.b.1 Building and Grounds Committee meeting, August 8, 2025 — Page 14

3.b.2 Budget and Finance Committee meeting, August 6, 2025 — Page 18

3.b.3 Nominating Committee Meeting, July 29, 2025 — Page 20

3.b.4 Bylaws Committee Meeting, July 29, 2025 — Page 22

4. Committee Reports

4.a Personnel Committee Report

4.a.1 Employment report for August 2025 — Page 24

4.a.2 Separations and vacancies report — Page 25

4.b Building and Grounds Committee Report

4.b.1 Recommendation for approval:

4.b.1.1 Facilities Master Plan Revision — Page 27

4.b.1.2 Campus Wayfinding Exterior Project: Dillingham Center - Amendment (NCCCS 3-1 form) — Page 57

8-11, 2026, Washington DC

8. Adjournment

BOARD OF TRUSTEES

Regular Meeting Agenda

August 11, 2025 06:00 PM

Wallace W. Gee Building - Room G222

1247 Jimmie Kerr Road

Graham, NC

Trustees Present:

Mr. Walter Britt
Mr. Grant Brooks
Mr. James Butler
Mr. Steve Carter
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

Guests:

Kristy Bailey, New Reporter, Alamance News Senator
Anthony Foriest, Previous Trustee Dr. Laura Hunt,
Provost, Wingate University
Dr. Charlesa Hann, Associate Vice Provost, Wingate University Matt Lawrence,
Fire Chief, Burlington Fire Department
Ron King
Owen Myers, Vice President, Student Government Association Ryan Mervin,
Secretary, Student Government Association
Ruby Carbajal Cardoso, Public Relations Specialist, Student Government Association
Senator Anthony Foriest

Also Present:

Dr. Kenneth Ingle, III, President
Ms. Ana Fleeman, Director of Governance and Executive Operations
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
Ms. Sarah Hardin, Associate Vice President of Communications and Public Affairs
Mr. Jason Mayer, Associate Vice President of Information Services and Chief Information Officer
Mr. Matthew Banko, Associate Vice President of Administrative and Fiscal Services
Ms. Katherine Hackney
Ms. Sonya McCook, Vice President of Instruction

1. **Signing Ceremony: Wingate University and Alamance Community College Transfer Agreement**

Dr. Ingle and the Board of Trustees welcomed Dr. Hunt, Provost, and Dr. Charlesa Hann, Associate Vice Provost of Wingate University, to officially sign a transfer agreement with Alamance Community College. Following the signing, Dr. Ingle and the Board expressed their gratitude to Wingate University for partnering with ACC to establish a clear transfer pathway that supports student success.

2. **Oath of Office: Swearing in of new and reappointed trustees (The Honorable Larry Brown, Jr., Alamance County District Court Judge)**

The Honorable Larry Brown, Jr., Alamance County District Court Judge swore in the new and reappointed trustees.

2.a Walter Britt, appointed by the North Carolina General Assembly (Senate) for July 1, 2025, to June 30, 2029

2.b Grant Brooks, appointed by the North Carolina General Assembly (Senate) to fill remaining term of Dr. Charles Scott (term ending June 30, 2026)

2.c Steven Carter, reappointed by the Alamance County Board of Commissioners for July 1, 2025, to June 30, 2029

2.d Dr. Roslyn Crisp, appointed by the North Carolina General Assembly (House of Representatives) for July 1, 2025, to June 30, 2029

2.e Katherine Hackney, 2025-26 SGA President and Student Trustee

3. **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. It was noted that Trustee Munoz would joining the meeting via Zoom.

4. **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

5. **Election of Board Officers for 2025-26 term**

Chair Emmons recognized Mr. Carter, who presented the report of the Nominating Committee. Mr. Carter stated that the committee, consisting of himself, Mr. Gomory, Mr. Butler, Mr. Glidewell, and Dr. Crisp, met on July 29, 2025. He reported that the committee's recommendation for the 2025-26 slate of officers considered the traditional practice of two, one-year terms for the offices of Chair and Vice Chair. Mr. Carter then moved on behalf of the Nominating Committee that the Board approve the following nominations for the 2025-26 term: Ms. Emmons for Chair, Mr. Walker for Vice Chair, and Dr. Ingle for Secretary.

Chair Emmons then opened the floor for nominations. No nominations were received. Following brief discussion, Ms. Munoz moved to close the nominations from the floor, which was seconded by Ms. Karnes. The motion to close nominations was approved by unanimous vote.

Chair Emmons then called on Ms. Fleeman to take a roll call vote for the slate of officers as recommended by the Nominating Committee: Ms. Emmons for Chair, Mr. Walker for Vice Chair, and Dr. Ingle for Secretary. The motion was passed by a unanimous roll call vote.

5.a Nominating Committee's recommendation for Chair, Vice Chair, and Secretary

5.b Election of Officers for 2025-26 term *

6. Special Recognition

6.a Senator Anthony Foriest, Board of Trustees member 2017-2025 (Chair Emmons)

Chair Emmons presented Senator Foriest with a service award plaque and thanked him for his service as a Trustee form 2017-2025.

6.b Fire Chief Matt Lawrence, 2025 Distinguished Alumnus Award (Ms. Rhode)

Dr. Ingle introduced and recognized Fire Chief Matt Lawrence as the 2025 Distinguished Alumnus Award.

6.c Ron King, 2025 Inspiration Award (Ms. Rhode)

Dr. Ingle introduced and recognized Ron King as the 2025 Inspiration Award.

6.d Student Government Association 2025–2026 Executive Board (Dr. Ingle)

Dr. Ingle introduced the following Executive Board Members of the Student Government Association:

7. Minutes

7.a Recommendation for approval:

7.a.1 Board of Trustees regular meeting, June 9, 2025 *

Chair Emmons called for a motion to approve the minutes of the Board of Trustees' regular meeting held on June 9, 2025. Mr. Gomory moved and Mr. Glidewell seconded to approve the regular meeting minutes as presented. Motion passed by unanimous vote.

7.b Board of Trustees Committee Minutes

7.b.1 Budget and Finance Committee meeting, June 6, 2025

7.b.2 Building and Grounds Committee meeting, June 6, 2025

7.b.3 Personnel Committee Meeting, June 4, 2025

7.b.4 Curriculum Committee, June 5, 2025

8. Committee Reports

Chair Emmons called for committee reports.

8.a Personnel Committee Report

Dr. Crisp reported that the committee did not meet in the month of July.
She shared two informational items.

8.a.1 Employment Report for June and July 2025

Dr. Crisp shared that Ms. Fearrington provided a demographic overview of approximately 260 full-time employees, noting age, gender, and racial breakdowns aligned with county data. The report supports the College's ongoing diversity, equity, and inclusion efforts.

8.a.2 Demographics for students and employees

Dr. Crisp shared that the personnel committee requested administration provide a breakdown of demographics for student and employees. She directed the board to the report and reviewed the information provided.

8.b Building and Grounds Committee Report

Mr. Gomory shared that the committee met on July 8, 2025. He presented three action items and six informational items.

8.b.1 Recommendation for approval:

8.b.1.1 Project close-out request for 2718 Horticulture Technology Storage Building (Form NCCCS 3-1) *

Mr. Gomory shared the Horticulture Technology Storage Building has reached closeout. The project was completed successfully, with expenditures coming in $4.00 under budget. Mr. Gomory moved on behalf of the Building and Grounds Committee to accept the project close-out request for 2718 Horticulture Technology Storage Building (Form NCCCS 3-1). Motion carried by unanimous vote.

8.b.1.2 Project close-out request 2836 AATC Centralized Welding Exhaust System (Form NCCCS 3-1) *

Mr. Gomory shared the AATC Centralized Welding Exhaust System Project has reached closeout. All obligations have been satisfied and the project is officially complete. Mr. Gomory moved on behalf of the Building and Grounds Committee to accept the project close-out request for 2836 AATC Centralized Welding Exhaust System (Form NCCCS 3- 1). Motion carried by unanimous vote.

8.b.1.3 Public Safety Training Center Burn Building site work package contract recommendation *

Mr. Gomory reported that on July 8, 2025, two bids were received for the Public Safety Training Center Burn Building Site Work Package. In accordance with North Carolina General Statutes, when fewer than three bids are received, the project must be rebid. The project was publicly reposted, and on July 23, 2025, one bid was received and opened. The bid, submitted by Central Builders Inc. of Mebane, totaled $175,000. Mr. Gomory stated that the College administration recommends awarding the contract to Central Builders Inc. as the lowest, most responsive, and responsible bidder. He further noted that the overall budget for the structure and site work is $850,000. The combined total of the burn tower and site work bids is $909,000. The difference between budget and actual will be funded through non-committed project contingency. Mr. Gomory moved on behalf of the Building and Grounds Committee to accept the contract recommendation. Motion was carried by unanimous vote.

8.b.2 Roofing preventive maintenance

Mr. Gomory presented an informational item on the Roofing Preventative Maintenance Plan. He reported that BIRS Roofing of Greensboro assisted college maintenance staff in conducting the annual inspection of all roofing systems. The five-year plan, originally approved by the Board of Trustees in August 2024, outlines both minor and major repair and maintenance needs. Highlights of year two of the plan were reviewed.

8.b.3 Facilities master plan update

Mr. Gomory shared the importance of sharing the Master Plan with the standing Board Committees before it is advanced to the full Board for consideration. Dr. Ingle confirmed this approach and stated that the plan will be reviewed by the committees, with the intention of presenting it to the Board of Trustees at the September 2025 meeting.

8.b.4 Capital project summary report

Mr. Gomory presented an update on bond and capital improvement projects. At the Public Safety Training Center (Green Level site), work is nearing completion on the classroom and administration building, with inspections in progress and waterline permit approval secured on July 28. Site work is projected to finish by early September, and furniture installation is scheduled for the week of September 15.

At the Burlington site, the rebid process for the site work package has concluded, and a contract recommendation for Central Builders will be brought forward to the Full Board in August.

Additional capital project highlights included the completion of the Campus Exterior Wayfinding Project, ongoing design for the Veterinary Medical Technology Barn, and continued progress on the Third Floor Biotechnology Center of Excellence upfit, which is on schedule to begin construction in early 2026.

8.b.5 Capital project budget update for June and July 2025

Ms. Thomas provided the capital project budget update for June and July.

8.b.6 Capital project amendments/contracts signed by the President

Mr. Gomory presented an update on recent Capital Improvement Project contracts and amendments authorized by the President. He noted that on June 27, 2025, a design services contract for $20,000 was executed with Hobbs Architects to provide programming work for the Veterinary Medical Technology Instructional Barn Project. On June 30, 2025, a $10,600 design amendment with Thoughtcraft Architects was approved to cover additional HVAC and electrical design services for the Third Floor Biotechnology Center of Excellence Upfit Project. Additionally, on July 15, 2025, a $14,300 design amendment was signed with Moseley Architects to address potable waterline design and permitting modifications for the Public Safety Training Center Project.

8.b.7 Capital project change orders signed by the President

Mr. Gomory reported on a Capital Improvement Project change order approved by the President. On July 28, 2025, a change order totaling $50,586.00 was executed with Samet Corporation for the Public Safety Training Center. The scope of the change includes hardware adjustments to provide 6-pin locks with thumb turns, installation of Quazite boxes to support building communications, and the addition of 996 feet of vinyl-coated chain link fencing to connect with the existing fencing along the east and south boundaries of the site.

8.c Budget and Finance Committee Report

8.c.1 Recommendation for approval:

8.c.1.1 Proposed revisions to Policy 2.2.4 Naming *

Mr. Glidewell presented recommended revisions to Policy 2.2.4 Naming, noting that the proposals originated from a college ad hoc committee and were reviewed by the Budget and Finance Committee. He explained that the revisions are intended to provide consistent, fair, and meaningful recognition of donors whose contributions support the College's mission. The policy outlines clear procedures for naming campus spaces, ensuring donor recognition while preserving the College's history and aligning with its financial and philanthropic objectives. Mr. Glidewell moved on behalf of the Budget and Finance to approve the revisions to Policy 2.2.4 Naming Committee as presented. Motion passed by unanimous vote.

8.c.1.2 Naming of the Foreign Language Lab *

Mr. Glidewell reported that faculty and staff successfully raised the minimum funds required to rename the Foreign Language Lab in honor of retired employee Dr. Clara Vega. He moved on behalf of the Budget and Finance Committee that the facility be designated as the Dr. Clara Vega Foreign Language Lab. Motion carried by unanimous vote.

8.c.1.3 Resolution for Blanket Authorization for Presidents 2025-26 Travel *

Mr. Glidewell shared that annually the Board of Trustee approves an updated blanket travel form to cover travel expenses for the President. He moved on behalf of the Budget and finance Committee to approve the resolution for blanket travel authorization for the President's 2025-26 Travel. Motion carried by unanimous vote.

8.c.2 Financial Reports for June and July 2025

Mr. Glidewell asked Ms. Thomas to present the financial reports for June and July 2025. She reviewed the information in packet. She noted that the remaining state funds are largely allocated for FY 2025–26 grants, with additional resources designated for veterinary technology, AI, and dental equipment. The county has utilized 99% of its general fund and 96% of its capital budget, leaving carryover available for future projects. Overall, 7% of the total state budget and 9% of the total county budget have been expended to date.

8.c.2.1 Proposed Financial Report Template for July 2025

Ms. Thomas shared the new template for the financial reports. The purpose of the new template is break down the information in a more simplistic matter.

8.c.3 Enhancing Accountability in Government through Leadership and Education

(EAGLE) college risk level rating for fiscal year 2026

Mr. Glidewell reported that Ms. Thomas confirmed Alamance Community College completed its annual review of internal controls as of June 30, 2025, in full compliance with N.C. General Statute §143D-7. He noted that the College maintains a robust and effective system to support reliable financial reporting, operational efficiency, and regulatory compliance, with no material deficiencies or issues identified.

9. Other Reports

9.a SGA Report (Ms. Hackney)

Ms. Hackney provided an update on the ACC SGA Executive Board's summer activities and plans for the 2025–26 academic year. The Board focused on student engagement, constitution revisions, and ongoing campus initiatives. Highlights included attending AMP Camp, supporting New Student Orientation, partnering with Financial Aid on literacy programs, and providing feedback on the proposed mascot. Upcoming events include First and Second Days with SGA, as well as a themed Welcome Week with activities promoting community, wellness, and student involvement.

Ms. Hackney also reported on her role as Central Division Representative on the N4CSGA Executive Board, participation in the Transition & Bonding Retreat, and involvement in planning division meetings. She serves on multiple N4CSGA committees, including Divisions, Local Interactions, Campus Activities, Legislative, Constitution Rewrite, and CCLA Planning. Student advocacy efforts focus on legislation affecting students and strategies to increase engagement across the division.

9.b Chair's Report

9.b.1 Recommendation for approval

9.b.1.1 Adopting proposed revisions to the Board of Trustees Constitution and Bylaws *

Ms. Emmons presented the proposed revisions to the Board's Constitution and Bylaws for consideration. She reminded the trustees that the draft was first shared at the May meeting to allow sufficient time for review and feedback. She noted that the current timeline for revisions requires a minimum 60-day review period, which the Board has fulfilled. The recommendation includes combining the Constitution and Bylaws into a single governing document, a practice commonly recommended by Campbell Shatley, the law firm that assisted ACC in developing these revisions. Ms. Emmons called for a motion to approve the consolidated constitution and bylaws into a single governing document as bylaws. Mr. Gomory moved and Mr. Glidewell seconded. Motion carried by unanimous vote.

9.b.2 Appointments and reappointments to the Board of Trustees for 2025-2029

Ms. Emmons shared the following appointments and reappointments:

9.b.2.1 Walter Britt, appointed by the North Carolina General Assembly (Senate) for July 1, 2025, to June 30, 2029

9.b.2.2 Grant Brooks, appointed by the North Carolina General Assembly (Senate) to fill remaining term of Dr. Charles Scott (term ending June 30, 2026)

9.b.2.3 Steven Carter, reappointed by the Alamance County Board of Commissioners for July 1, 2025, to June 30, 2029

9.b.2.4 Dr. Roslyn Crisp, appointed by the North Carolina General Assembly (House of Representatives) for July 1, 2025, to June 30, 2029

9.b.2.5 Katherine Hackney, 2025-26 SGA President and Student Trustee

9.b.3 Board of Trustees Planning Session scheduled for April 17, 2026 at 8:00 AM, Location, TBD

9.b.4 Meeting schedule for Fiscal Year 2025-26

Ms. Emmons presented the Board of Trustees meeting schedule for fiscal year 2025-26.

9.b.5 Report of statements of economic interest and ethics education due dates

Ms. Emmons asked all Trustees to review the information in the report to ensure they are all up to date on all filings.

9.b.6 Biennial Evaluation of Statement of Economic Interest - Dr. Kenneth Ingle, III - President, Alamance Community College

Ms. Emmons shared the Statement of Economic Interest.

9.b.7 Evaluation of Statement of Economic Interest – Walter A. Britt – Alamance Community College Board of Trustees

Ms. Emmons shared the Statement of Economic Interest.

9.b.8 Evaluation of Statement of Economic Interest – Grantlin Christopher Brooks – Alamance Community College Board of Trustees

Ms. Emmons shared the Statement of Economic Interest.

9.b.9 Evaluation of Statement of Economic Interest – Roslyn Moore Crisp – Alamance Community College Board of Trustees

Ms. Emmons shared the Statement of Economic Interest.

9.b.10 Dr. Kenneth Ingle named Chair of North Carolina Association of Community College President's (NCACCP) Technology Committee

Ms. Emmons shared that Dr. Kenneth Ingle was named Chair of North Carolina Association of Community College President's (NCACCP).

9.c Staff Association Report (No Report)

9.d President's Report

9.d.1 Recommendation for approval

9.d.1.1 Proposed policy revisions *

Dr. Ingle shared the following Policy revisions, he noted that the revisions resulted from minor updates and title changes. Ms. Emmons called for a motion to approve the changes as presented. Mr. Carter moved and Ms. Karnes seconded. Motion carried by unanimous vote.

9.d.1.1.1 Policy 2.3.8 - College Records

9.d.1.1.2 Policy 5.1.2 - Acceptance of Transfer Students Credit

9.d.1.1.3 Policy 5.3.6 - Student Grievance

9.d.1.1.4 Policy 5.3.7 - Students - Alcohol and Drugs on Campus

9.d.1.1.5 Policy 5.3.8 - Student Behavioral Intervention

9.d.1.1.6 Policy 5.4.2 - Student Records - FERPA

9.d.2 Workforce Development Internal Audit Plan Report for Spring 2025 *

Dr. Snyder presented the Internal Audit Plan (IAP) report for Continuing Education, prepared in compliance with College policy. The report, maintained by the Senior Continuing Education Administrator, is submitted each term to the President and Board of Trustees and retained for audit purposes. Dr. Snyder requested that receipt and approval be noted in the Board minutes. Only classes subject to official audit visitation are included; exempt classes include those under 12 hours or coded as self-supporting.

Internal audit results exceeded required thresholds: Basic Skills Supervisors visited 83% of on-campus and 91% of off-campus classes; Occupational Extension Supervisors visited 74% of on- campus and 71% of off-campus classes. The Senior Administrator visited 13% of off-campus classes, meeting the 10% requirement. Dr. Snyder affirmed that the division remains in compliance with the IAP and continues to provide high-quality educational opportunities. Ms Emmons called for a motion to accept the Workforce Development Internal Audit Plan Report for Spring 2025. Mr. Glidewell Moved and Mr. Butler seconded. Motion passed by unanimous vote.

9.d.3 Performance measures (Dr. Snyder)

Dr. Ingle asked Dr. Snyder to present the performance measures.

10. Handouts

11. Announcements

Chair Emmons directed the trustees to review the following announcements.

11.a 2025 NCACCT Leadership Seminar, September 10-12, 2025, Grandover Resort, Greensboro

11.b Public Safety Training Center Ribbon Cutting will be held on September 25, 2025 at 3:30 PM. Location- 2661 Sandy Cross Rd,
Burlington, NC 27217

11.c ACCT Community College National Legislative Summit, February 8-11, 2026, Washington DC

12. Adjournment

Having no further business to the discuss, Chair Emmons called for a motion to adjourn. Mr. Carter moved and Dr. Crisp seconded. The meeting adjourned at 7:37 p.m.

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

Board of Trustees
Building and Grounds Committee
August 8, 2025 | 8:30 a.m.
Videoconference
Minutes

IMPORTANT: This meeting will be conducted via videoconference. The videoconference will originate from Alamance Community College, Office of the President, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

INSTRUCTIONS: To participate in the Zoom videoconference:

- Click on the following URL and follow the prompts: https://alamancecc-edu.zoom.us/j/94618500774?pwd=bk1EN1FOSzFBY3lPcmhpZW05YnlzZz09
- If you choose not to use Zoom's computer audio, you may call in by phone **301.715.8592** or **305.224.1968** and enter the **Meeting ID**: 946 1850 0774 and **Passcode**: 063146

I. Call to Order

Mr. Gomory called the meeting to order at 8:31 am.

Attendance
Trustees Present:
Mr. Bill Gomory, Chair
Mr. Steve Carter
Dr. Kenneth Ingle, Secretary to the Board of Trustees
Absent:
Mr. Pete Glidewell
Also present for the meeting were:
Mr. Thomas Hartman, Associate Vice President of Facilities & Administrative Services
Ms. Elizabeth Thomas, Senior Vice President of Operations
Ms. Ana Fleeman, Director of Governance and Executive Operations
Gary Hubler, Hord Coplan Macht

II. Call for Conflicts of Interest

Mr. Gomory called for conflicts of interest 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 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

I. Action Items

A. Recommendation for approval

1. Project close-out request for 2718 Horticulture Technology Storage Building (Form NCCCS 3-1)*
   Mr. Hartman presented the project close-out request for 2718 Horticulture Technology Storage Building (Form NCCCS 3-1). He shared this is a routine form that is part of the process to close out a project. Mr. Gomory called for a motion, Mr. Carter moved and Mr. Gomory seconded to approve the project close-out request for 2718 Horticulture Technology Storage Building (Form NCCCS 3-1). Motion carried by unanimous vote.
2. Project close-out request 2836 AATC Centralized Welding Exhaust System (Form NCCCS 3-1)*
   Mr. Hartman presented the project close-out request 2836 AATC Centralized Welding Exhaust System (Form NCCCS 3-1). He shared this is a routine form that is part of the process to close out a project. Mr. Gomory called for a motion, Mr. Carter moved and Mr. Gomory seconded to approve the project close-out request 2836 AATC Centralized Welding Exhaust System (Form NCCCS 3-1). Motion carried by unanimous vote.
3. Public Safety Training Center Burn Building site work package contract recommendation*
   Mr. Hartman reported that on July 8, 2025, two bids were received for the Public Safety Training Center Burn Building – Site Work Package. In accordance with North Carolina General Statutes, when fewer than three bids are received, the project must be rebid. The project was publicly reposted, and on July 23, 2025, one bid was received and opened. The bid, submitted by Central Builders Inc. of Mebane, totaled $175,000. Mr. Hartman stated that the College administration recommends awarding the contract to Central Builders Inc. as the lowest, most responsive, and responsible bidder. He further noted that the overall budget for the structure and site work is $850,000. The combined total of the burn tower and site work bids is $909,000. The difference between budget and actual will be funded through non-committed project contingency. Following general discussion Mr. Gomory called for a motion, Mr. Carter moved and Mr. Gomory seconded to approve the Public Safety Training Center Burn Building site work package contract recommendation as presented. Motion carried by unanimous vote.

II. Informational Items

A. Facilities Master Plan presentation (*Gary Hubler, Hord Coplan Macht*)

Mr. Hubler presented the Facilities Master Plan developed by Hord, Coplan, and Macht. Following general discussion, Mr. Gomory requested that the Master Plan be shared with the standing Board Committees prior to being referred to the full Board for consideration. Dr. Ingle agreed and noted that the plan will be brought before the committees, with the goal of presenting it to the Board of Trustees at the September 2025 meeting.

B. Roofing preventive maintenance

Mr. Hartman presented the information included in the packet, noting that BIRS Roofing out of Greensboro once again assisted the college maintenance staff in completing the annual inspection of all roofing systems. The five-year plan, approved by the Board of Trustees in August 2024, outlines both minor and major repair and maintenance issues.

C. Capital project summary report

Mr. Hartman provided an update on bond and capital improvement projects. At the Public Safety Training Center (Green Level site), final work on the classroom/administration building continues, with inspections underway and waterline permit approval received on July 28. Site work is expected to be completed by early September, with furniture installation scheduled for the week of September 15. At the Burlington site, the rebid process for the site work package concluded, and a contract recommendation for Central Builders will be presented in August to the Full Board. Capital project updates included completion of the Campus Exterior Wayfinding Project, continued design work for the Veterinary Medical Technology Barn, and progress on the Third Floor Biotechnology Center of Excellence upfit, which remains on track for construction in early 2026.

D. Capital project budget update for June and July 2025

Ms. Thomas shared the capital project budget update for June and noted that an error was made and June's report was duplicated in the packet and July's report was mistakenly omitted. The committee was understanding of the error and asked that both June and July capital project budget updates for June and July be present at the upcoming board meeting.

E. Capital project amendments/contracts signed by the President

Mr. Hartman reported on recent Capital Improvement Project contracts and amendments signed by the President. On June 27, 2025, a design services contract in the amount of $20,000 was executed with Hobbs Architects for programming work related to the Veterinary Medical Technology Instructional Barn Project. On June 30, 2025, a $10,600 design amendment with Thoughtcraft Architects was approved for additional HVAC and electrical design services for the Third Floor Biotechnology Center of Excellence Upfit Project. On July 15, 2025, a $14,300 design amendment was signed with Moseley Architects for additional potable waterline design and permitting modifications related to the Public Safety Training Center Project.

F. Capital project change orders signed by the President

Mr. Hartman reported one Capital Improvement Project change order signed by the President. On July 28, 2025, a change order in the amount of $50,586.00 was approved with Samet Corporation for the Public Safety Training Center. The change includes hardware modifications to install 6-pin locks with thumb turns, the addition of Quazite boxes for building communications, and 996 feet of vinyl-coated chain link fencing to tie into the existing fencing on the east and south sides of the site.

III. Other Business

The next meeting of the Building and Grounds Committee will be September 3, 2025, at 9:00 a.m.

III. Adjournment

Having no further business to discuss, the meeting adjourned at 9:46 a.m.

Board of Trustees
Budget and Finance Committee
August 6, 2025 | 4:00 p.m.
Minutes

IMPORTANT: This meeting will be conducted via videoconference. The videoconference will originate from Alamance Community College, Office of the President G209, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

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- Click on the following URL and follow the prompts: https://alamancecc-edu.zoom.us/j/99780231533?pwd=L2ZieGthQ2xZYzJsSXkyaGpjS3lsZz09
- If you choose not to use Zoom's computer audio, you may call in by phone **305.224.1968** or **309.205.3325** and enter the **Meeting ID**: 997 8023 1533 and **Passcode**: 016935

I. Call to Order

Mr. Glidewell called the meeting to order at 4:00 p.m.

Trustees Present:

Mr. Powell Glidewell, Chair
Ms. Tammy Karnes
Mr. Ken Walker
Mr. Steve Carter
Dr. Kenneth Ingle, Secretary to the Board of Trustees

Also present for the meeting were:

Ms. Elizabeth Thomas, Senior Vice President of Operations
Ms. Ana Fleeman, Director of Governance and Executive Operations
Ms. Stephanie Waters, Finance Coordinator

II. 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 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

III. Action Items

A. Proposed revision to *Policy 2.2.4 Naming* *

Mr. Glidewell shared recommended changes to policy 2.2.4 Naming. He shared that these changes were brought to the Budget and Finance

Committee as recommendations from a college ad hoc committee. These policy changes are recommended to ensure consistent, fair, and meaningful recognition of donors whose support advances the College's mission. The policy establishes clear procedures for naming campus spaces, honoring donor contributions while preserving the College's history and aligning with its financial and philanthropic goals. Following general discussion Mr. Glidewell called for a motion, Mr. Carter moved and Ms. Karnes seconded to recommend the proposed changes to policy 2.2.4 Naming as presented. Motion passed by unanimous vote.

B. Naming of the Foreign Language Lab *
Dr. Ingle shared that faculty and staff raised the minimum required funds to rename the Foreign Language Lab in honor of retired employee Dr. Clara Vega. It is recommended the Lab be renamed the Dr. Clara Vega Foreign Language Lab. Following discussion, Mr. Glidewell called for a motion, Mr. Walker moved and Ms. Karnes seconded the motion to recommend the renaming as presented. The motion passed unanimously.

C. Resolution for Blanket Authorization for Presidents 2025-26 Travel *
Mr. Glidewell shared that annually the Board of Trustee approves an updated blanket travel form to cover travel expenses for the President. He shared the document with the committee and called for a motion. Mr. Carter moved and Mr. Walker seconded to approve the resolution for blanket authorization for the president's 2025-26 travel as presented. The motion passed unanimously.

IV. Informational Items

A. Financial Reports for June and July 2025

Ms. Thomas presented the information on the June 2025 financial report shared in the packet. State funds remaining are primarily for FY 25–26 grants, with additional support for vet tech, AI, and dental equipment. The county expended 99% of its general and 96% of its capital budgets, with carryover for future projects. Ms. Thomas presented the information on the July 2025 financial report shared in the packet. We have spent 7 percent of the total state budget and 9 percent of the total county budget has been expended.

B. Enhancing Accountability in Government through Leadership and

Ms. Thomas reported that, in full compliance with N.C. General Statute §143D-7, Alamance Community College completed its annual review of internal controls as of June 30, 2025. The College has a strong and effective system in place to ensure reliable financial reporting, operational efficiency, and compliance, with no material deficiencies or issues to disclose.

V. Other Business

The next meeting of the Budget and Finance Committee will be held Friday, September 5, 2025, at 9:30 a.m.

VI. Adjournment

Having no further business to discuss, the meeting adjourned at 5:05 p.m.

Board of Trustees
Nominating Committee
July 29, 2025 | 10:30 a.m.
Minutes

IMPORTANT: This meeting will be held at Alamance Community College, Office of the President, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

INSTRUCTIONS: To participate remotely or by videoconference:
- Click on the following URL and follow the prompts: https://alamancecc-edu.zoom.us/j/99665474266?pwd=ia0YXCdJ9pt2cnfWkxHaeCHiiSVXsT.1
- You may call in remotely by phone **305.224.1968** or **309.205.3325** and enter the **Meeting ID**: 996 6547 4266 and **Passcode**: 858068

I. Call to Order

Dr. Ingle called the meeting to order at 10:35 a.m.

Attendance
Trustees present by remote video conference:
Mr. Steve Carter, Chair of Nominating Committee
Dr. Roslyn Crisp
Mr. Pete Glidewell
Mr. William Gomory
Absent:
Mr. Jim Butler
Also Present:
Dr. Kenneth Ingle, Secretary to the Board of Trustees
Ms. Ana Fleeman, Director of Governance and Executive Operations

II. Call for Conflicts of Interest

Dr. Ingle called for conflicts of interest 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 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 of interest were identified.

III. Action Items

A. Election of Nominating Committee Chair

Dr. Ingle called for a vote to elect the chair of the Nominating Committee. After general discussion, the group unanimously voted to elect Mr. Steve Carter as Chair of the Nominating Committee.

B. Form a nomination slate recommendation for the following Board of Trustees officers for the 2024-25 term.

   a. Chairperson
   b. Vice Chairperson
   c. Secretary

   After general discussion, Mr. Carter called for a motion to form a nomination slate recommendation for the following Board of Trustees officers for the 2024-25 term.

   Mr. Gomory moved and Dr. Crisp seconded that the committee nominate the following slate of officers: Dr. Ingle as Secretary, Ms. Julie Scott Emmons as Chair, and Mr. Walker as Vice Chair for the 2025-2026 Board of Trustees term. The motion was carried by unanimous vote.

IV. Adjournment

Having no further business the meeting adjourned at 11:02 a.m.

Board of Trustees
Bylaws Ad Hoc Committee
July 29, 2025 | 1:00 pm
Minutes

IMPORTANT: This meeting will be conducted via videoconference. The videoconference will originate from Alamance Community College, Office of the President, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

INSTRUCTIONS: To participate in the Zoom videoconference:

- Click on the following URL and follow the prompts: https://alamancecc-edu.zoom.us/j/96836058771?pwd=jj7x0vKx2VJb2bqI0dplXKe2lh0wyK.1
- If you choose not to use Zoom's computer audio, you may call in by phone **312 626 6799** or **646 931 3860** and enter the **Meeting ID**: 968 3605 8771 and **Passcode**: 889239

I. Call to Order

In the absence of Mr. Gomory, Mr. Carter called the meeting to order at 1:03 p.m.

Trustees Present:

Mr. Steve Carter
Dr. Roslyn Crisp
Dr. Kenneth Ingle, Secretary to the Board of Trustees

Trustees Absent:

Mr. William Gomory, Chair

Also present for the meeting were:

Ms. Ana Fleeman, Director of Governance and Executive Operations
Ms. Stephanie Waters, Finance Coordinator

II. Call for Conflicts of Interest

Mr. Carter 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 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

III. Action Item

A. Recommendation for Board of Trustees Bylaws (Bylaws Draft Redlined Version pp 1-38 / Bylaws Draft Clean Version pp 39-57 /Bylaws Original pp 58-82)*

Ana Fleeman presented the proposed revisions to the Board of Trustees Constitution and Bylaws. She explained that the draft reflects the changes suggested by the committee at its previous meeting and has been reviewed by the Campbell Shatley law firm.

Dr. Ingle reminded the committee that the revisions consolidate the Constitution into the Bylaws, allowing the Board to operate under a single governing document moving forward.

He further noted that, in accordance with Article VIII, Section II, if the committee recommends the revisions, the proposed Bylaws will proceed to the full Board as an action item. The process requires written notice of the proposed changes to be provided to all Board members at least sixty (60) days in advance and adoption by an affirmative vote of at least nine (9) members. The upcoming Board meeting on August 11, 2025, meets that requirement.

Following discussion, Mr. Carter moved and Dr. Crisp seconded the motion to recommend Board approval of the proposed revisions to the Board of Trustees Constitution and Bylaws as presented. The motion passed unanimously.

IV. Other Business

V. Adjournment

Having no further business to discuss, the meeting adjourned at 1:12 p.m.

*Requires Board of Trustees action

Workforce Analysis (Full-Time)
Occupational Categories

25-Aug

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	26	5	10	21	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)	16	7	9	8	8	6	0	0	0	1	8
05 (Postsecondary Teachers)	112	83	29	50	62	7	2	0	0	3	96
08 (Librarians)	1	1	0	0	1	0	0	0	0	0	1
10 (Academic Affairs)	43	30	13	17	26	12	0	0	0	3	27
12 (Service Occupations)	1	1	0	0	1	0	0	0	0	0	1
14 (Office & Admin Support)	3	3	0	3	0	0	0	0	0	0	3
15 (Natural Res/Constr/Maint)	43	29	14	5	38	4	1	1	0	6	27
	1	0	1	1	0	0	0	0	0	0	0
TOTALS	265	190	74	99	165	42	3	1	0	13	194

New Full Time Employees:

Andrew Peacock	**History Instructor**
Maion Martin	**Nurse Aide Instructor**
Felicia Hall Rapozo	**Psychology Instructor**
Candace Myers	**English Instructor**
Aiden Hoke	**Coordinator, Instructional Technology and Design**
Amos Tucker	**Computer Integreated Machining Technology Instructor**
Marc Barnes	**Graphic Design CCP Instructor**
Sonya McCook	**Vice-President of Instruction / Chief Academic Officer**
Cassandra Shelton	**Cosmetology Clinical Coordinator / Instructional Staff**

		County
African American	16%	22%
American Indian / Alaska Native	1%	2%
Asian	1%	2%
Hawaaian / Pacific Islander	0%	0%
Hispanic	5%	13%
White	73%	61%
Chose not to Identify	4%	

Position	Employment Start Date	Term Date	Reason Termed
VP of Business & Finance / CFO	6/4/2007	7/17/2024	Resigned
Student Services Analysis	5/1/2022	7/19/2024	Resigned
Math instructor	8/7/2023	7/29/2024	Resigned
Executive Administrative Assistant - Foundation Office	3/1/2021	7/31/2024	Resigned
Student Services Counselor (Health Allied Advisor / Coordinator)	3/8/2021	7/31/2024	Resigned
Air Conditioning and Heating Instructor	8/8/2011	7/31/2024	Resigned
Student Services Assistant - Registrar Office	9/17/2019	8/2/2024	Resigned
History Instructor	8/10/2008	8/14/2024	Resigned
Nurse Aide Instructor	5/1/2001	8/31/2024	RETIRE
DECH Instructor	8/5/2002	8/31/2024	RETIRE
Nursing Instructor	8/15/2024	9/12/2024	Resigned
Data Technician	11/12/2021	11/18/2024	Resigned
Executive Director Center of Excellence	4/4/2017	12/3/2024	Resigned
Information Technology Technician	11/6/2023	12/10/2024	Resigned
Facilities Technician	12/4/2023	12/20/2024	Resigned
Special Programs Coordinator	12/14/2009	12/20/2024	RETIRE
Accounting Lead Instructor	8/8/2022	12/31/2024	Resigned
Medical Laboratory Technology Department Head	8/11/2003	12/31/2024	RETIRE
Psychology Instructor	8/13/2014	1/3/2025	Resigned
Curriculum Coordinator	1/3/2011	1/3/2025	Involuntary
Grants Officer	12/9/2021	1/24/2025	Resigned
AWESM Implementer	8/16/2022	1/31/2025	Resigned
HR Fire Lead Instructor	7/15/2024	2/2/2025	Resigned
Senior Administrative Assistant	1/2/2025	2/6/2025	Resigned
Coordinator of Single Stop (Student Services Counselor)	10/10/2022	2/28/2025	Resigned
Information Technology Technician	8/25/2010	4/8/2025	DEATH
VP of Student Learning / CAO	3/1/2021	4/30/2025	Resigned
Executive VP of Student and Employee Experience	6/11/2018	5/14/2025	Resigned
Humanities Instructor	8/16/2000	5/31/2025	RETIRE
Advertising and Graphic Design Instructor	8/19/2010	6/15/2025	RETIRE
VP of Student Experience	5/1/2010	6/30/2025	RETIRE

Retired	**7**
Voluntary - Resigned	**22**
Involuntary	**1**
Other	**1**
Total	**31**

Full-Time Vacancy Report
August 2025

Department Name	Job Title	Requisition Number	Job Status
Workforce Development	Health Training Instructor	2024-00110	Active
Workforce Development	College and Career Readiness Instructor	2025-00003	Active
Applied Engineering, Agriculture & Skilled Trades	Animal Care and Management Lab Assistant	2025-00034	Active
Business, Arts & Sciences	Part-Time Temporary American Sign Language Translator	2024-00118	Active
Workforce Development	Esthetics Instructor (Evening)	2025-00059	Active
Health & Public Service	Dental Hygiene Program Director	2025-00053	Active
Business, Arts & Sciences	FT (9-month) Biology/Anatomy and Physiology Instructor	2024-00018	Active
Student Experience	Front Desk Administrator	2025-00067	Active
Business, Arts & Sciences	Dean, Business, Arts and Science	2025-00063	Active

ALAMANCE COMMUNITY COLLEGE

Buildings & Grounds Committee
September 3, 2025
Informational Item: Facilities Master Plan Revision

Executive Summary

The current Alamance Community College Facilities Master Plan was developed and prepared for ACC on March 16, 2016 by architect Clark Patterson Lee. The Facilities Master Plan was a defining document that helped move the College forward in the completion and development of many capital projects.

In the fall of 2024, the Board of Trustees approved a contract with Hord Coplan Macht to work with College leadership to revise and update the Facilities Master Plan. Work on this began in January 2025 with multiple meetings with the Executive Leadership team, other key leaders in the College as well as interviews and interactions with various ACC student leadership groups.

The end result is a revised Facilities Master Plan which evaluates several potential avenues for the expansion and development of the campus to align with the College's anticipated growth and definition of success. The document is organized by the order of priority as follows:

- Health Sciences
- Student Support Services
- Corporate Education/Conference Center
- Campus Facilities
- Welding Booth Renovation (AATC expansion)
- Dental Renovation/Expansion
- Window Replacements
- Building Exterior Upgrades

The Facilities Master Plan provides a practical and strategic roadmap for future development of the campus.

ALAMANCE COMMUNITY COLLEGE
MASTER PLAN

TABLE OF CONTENTS

EXECUTIVE SUMMARY

Through a thorough understanding of the history, growth, and future needs of Alamance Community College (ACC), this master plan evaluates several potential avenues for the expansion and development of the campus to align with the College's long-term vision and priorities. Each option has been evaluated for feasibility, aesthetics, and alignment with the College's anticipated growth and definition of success. This document is organized by the order of priority listed below, with detailed pricing for each preferred option following the Appendix.

Health Sciences
Student Support Services
Corporate Ed / Conference Center
Campus Facilities
Welding Booth Renovation (AATC building)
Dental Renovation (Main building)
Window Replacements
Building Exterior Upgrades

Among the College's growing needs, expanding the Health Sciences programs remains a high priority. This master plan analyzes two preferred options: option 1, a newly constructed 48,000-square-foot building, and option 1a, a 33,000-square-foot addition to Powell. Alongside ACC's priority of a robust and qualified educational experience, ACC upholds student engagement, wellness, and success as the most critical measure of the College's performance. With this understanding, the master plan examines two preferred options for the further development of ACC's Student Support Services. Option 1 involves constructing a new, 6,825 square-foot, 1-story building dedicated to Student Support Services. Option 1a proposes a 6,825-square-foot addition to the existing Student Services Center, maintaining a centralized location.

Furthermore, with a lack of a dedicated event or conference space on campus, this document explores the opportunity for a Corporate Ed / Conference Center. The preferred option combines the 6,825 square feet of Student Support Services into the newly constructed 26,900 square-foot, 2-story building. This building would also host the Scott Collection and provide necessary parking. In addition, it is necessary to ensure the campus facilities can meet the College's needs as it continues to expand and grow. The preferred option for the upgraded campus facilities is to build a 20,400 square-foot, 1-story building to replace the existing campus facility buildings.

Alamance Community College desires to expand and improve several programs, including the Welding and Dental programs. The master plan reveals ACC's commitment to education through exploring a 960-square-foot renovation of the AATC Building to accommodate more welding booths and an efficient layout. This master plan also includes a strategic approach for Phases 1 and 2 of the expansion of the Dental program to ensure ACC provides a centralized and holistic learning experience. As with any growing campus, maintenancenand facade upgrades are necessary. ACC values the aesthetics and environment that its students and staff experience; therefore, facade improvements are detailed in this master plan as well. The master plan provides a practical and strategic roadmap for future development. By exploring this comprehensive master plan, ACC may anticipate a vibrant, connected campus with improved educational programs and accommodations for an ever-increasing student population.

INTRODUCTION | ALAMANCE COMMUNITY COLLEGE

Alamance Community College (ACC), founded in 1958 as the Burlington-Alamance County Industrial Education Center, was among North Carolina's first community colleges, created to meet the growing demand for workforce development. Initially focused on manufacturing-based training, the College evolved with the needs of its community, expanding academic offerings and adopting the name Alamance Community College in 1988 to reflect its broader mission. In 1976, ACC moved to its current location in Graham, North Carolina, on land donated by Governor Robert Scott and Elizabeth Scott Carrington, ushering in decades of steady growth. By the 1980s and early 2000s, the College had added key facilities for automotive, welding, science, and healthcare programs, including the Dillingham Center, Gee Building, and Powell Building.

In recent years, ACC has made major investments to support a modern, technology-driven economy. The Advanced Applied Technology Center, opened in 2017, became a hub for skilled trades such as HVAC, Welding, and Mechatronics. In 2023, the College launched the Biotechnology Center of Excellence and a centralized Student Services Center—state-of-the-art facilities aimed at preparing students for high-demand careers. These expansions underscore ACC's continued commitment to delivering hands-on, career-ready education that serves both its students and the greater community.

Today, ACC serves more than 5,000 students annually through associate degree programs, technical diplomas, certificates, and university transfer pathways. The College has added 19 new academic programs since 2013 and now partners with 23 four-year institutions to help students advance their education and careers. Areas of study include Business, Arts and Sciences, Health and Public Services, Applied Engineering, Agriculture, and Skilled Trades.

As it looks to the future, Alamance Community College is guided by a clear mission: to provide educational programs and services that prepare all members of its diverse community to succeed. This mission is fueled by a bold vision—transforming lives through excellence in teaching, learning, and service—and is supported by four strategic priorities designed to carry the College forward.

The College aims to build and deepen relationships across Alamance County, working collaboratively to support local needs and economic development. These goals are grounded in five core values that define ACC's institutional culture: Excellence, Learning, Community, Equity and Inclusion, and Innovation. These values ensure the College remains adaptive, accessible, and committed to quality in everything it does.

Rooted in decades of progress but driven by a clear and future-focused vision, Alamance Community College continues to be a cornerstone of opportunity in the region. As the needs of students and communities evolve, ACC stands ready to respond—preparing the next generation with the skills, knowledge, and confidence to succeed.

INTRODUCTION | ACKNOWLEDGMENTS

We extend our deepest thanks to the leadership, faculty, staff, and students of Alamance Community College. Your input was essential in shaping a plan that reflects the values, aspirations, and evolving needs of the campus community.

Special thanks to:

Dr. Ken Ingle, President

Elizabeth "Libba" Thomas, Senior Vice President of Operations

Justin Snyder, Senior Vice President of Student Learning and Workforce Development

Carolyn Rhode, Vice President of Advancement

Tom Hartman, Associate Vice President of Administrative Services & Facilities

During the master planning process, we met with the following groups:

Planning Partners
We are grateful to the members of the planning committee who provided consistent feedback and support throughout this process. Your contributions ensured a thorough and thoughtful approach to the planning and design strategy.

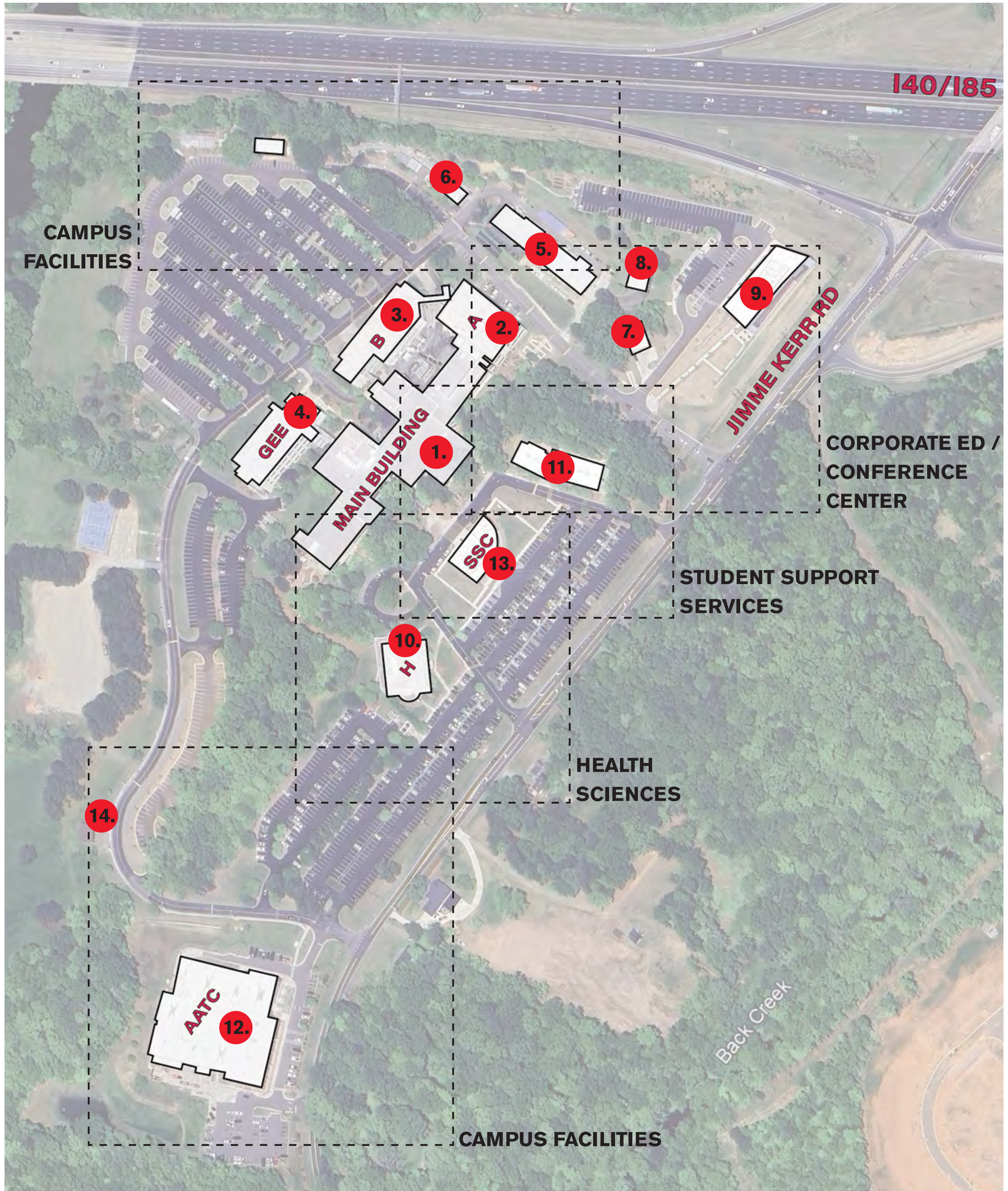
Health Sciences and Workforce Program Faculty
Your guidance helped us understand the specific spatial and programmatic needs of growing departments, particularly in Health Sciences, Welding, Mechatronics, and other workforce programs. Your passion for innovation and student success informed many of the priorities outlined in this plan.

Students of Alamance Community College
The voices of the student body played a key role in shaping the vision for a more inclusive, connected, and engaging campus. Your feedback on facilities, student spaces, wellness, and outdoor areas brought valuable insight into the day-to-day campus experience.

HCM Architecture + Planning Team
This master plan would not have been possible without the dedication of the HCM team, whose expertise in campus planning, architectural design, and stakeholder engagement helped bring this vision to life.

This master plan is the result of a shared belief in the transformative power of education and the importance of creating a built environment that supports the mission of Alamance Community College for decades to come.

Thank you.



Alamance Community College currently houses the following buildings:

1. Main building
2. A Building
3. B Building
4. G - Gee Building
5. F / Horticulture
6. Greenhouses
7. D Grounds Building
8. E Maintenance Building
9. C Biotech Center of Excellence
10. H Powell Health Building
11. L Literacy Building
12. Advanced Applied Technology Center – AATC (automotive, welding, mechatronics, machining & HVAC)
13. S (Student Success Center)
14. Native Prairie Overlook

The dotted portions on the map indicate the main areas of the campus that were explored. We will examine the following areas of campus for alternatives:

Health Sciences
Student Support Services
Corporate Ed / Conference Center
Campus Facilities
Welding Booth Renovation (AATC building)
Dental Renovation (Main building)
Window Replacements
Building Exterior Upgrades

Alamance Community College is prioritizing the expansion of its Health Sciences department due to growing enrollment and space constraints, particularly in the Powell Building. The ADN Nursing program, currently overcapacity at 60 students (designed for 40), requires expanded simulation labs to support a 30-40% capacity increase, pending state and national accreditation. The Nurse Aid program needs a state-approved lab, while the Medical Assistant program is poised for growth. New programs, including Radiology, Respiratory Therapy, and Sonography, are proposed for Fall 2027, requiring dedicated labs. OTA and PTA programs need gym space, potentially launching athletics by Fall 2029; however, this has yet to be explored in the masterplan. Powell's science labs could be repurposed for Nurse Aid, with biology faculty relocated to prioritize nursing. Partnerships with local schools aim to develop LPN programs for high school students, though age restrictions pose challenges for clinical hours.

OPTION 1	OPTION 1A	CURRENT	PROGRAM	NOTES
12,500 sf	3,500 sf	8657 sf	Nursing and Phlebotomy	40% increase from existing
0 sf	0 sf	10961 sf	EMS | EM	Stays in existing location
1,500 sf	1,000 sf	511 sf	Support Space | Common Areas	Tripled area for collaboration
9,000 sf	9,000 sf	7960 sf	Dental	Growth to 16 stations, with offices
3,770 sf	1,500 sf	2214 sf	Offices Faculty	Nursing and additional program growth
3,000 sf	3,000 sf	6580 sf	Classrooms	Many to remain in Powell
2,800 sf	2,800 sf	0 sf	Radiology	New program to be implemented
2,000 sf	2,000 sf	0 sf	Respiratory Therapy	New program to be implemented
2,400 sf	2,400 sf	0 sf	Sonography	New program to be implemented
36,900 sf	25,200 sf		Net total	
11,070 sf	7,560 sf		30% Grossing Factor	Toilets, MEP/IT spaces, circulation
48,000 sf	**33,000 sf**		**Total**	

Once Powell is vacated, it may be renovated to increase their science programs.

MASTERPLAN CLOSE UP

NEW BUILD MASSING

Pictured above are two preferred alternatives (options 1 and 1a) explored for the expansion of Health and Human Sciences at Alamance Community College. Two other alternatives (options 2 and 3) that were explored but deemed unlikely may be found in the appendix.

OPTION 1

A new, 48,000 square-foot building to consolidate health programs, freeing Powell for science expansion. This design includes debriefing and collaboration spaces, gym facilities, and labs for new programs. Dental programs, needing 12,000 SF, 16-18 chairs, private rooms, a clinic, and labs, will remain in their redesigned location, excluded from the new building plan.

POWELL ADDITION + FACADE IMPROVEMENTS

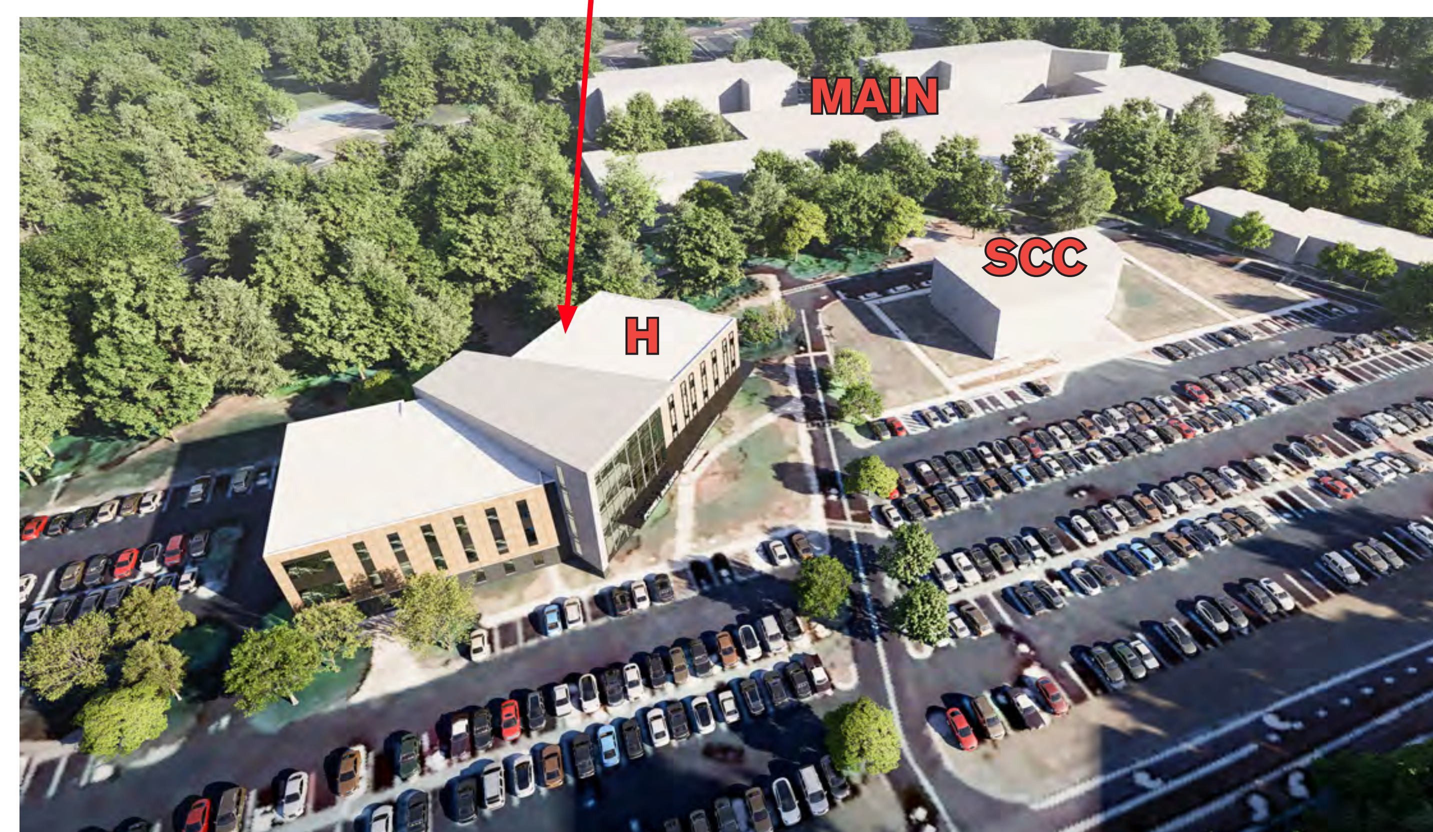
POWELL ADDITION + FACADE IMPROVEMENTS

OPTION 1A

A 33,000-square-foot addition to the Powell Building, along with a renovation of existing spaces within the building, represents a cost-effective solution that meets Alamance Community College's evolving needs. This approach not only expands the capacity for critical Health and Human Sciences programs, particularly nursing; but also revitalizes the front-facing facade of Powell, providing a more modern and welcoming appearance. The addition is strategically designed to accommodate future growth, improve internal circulation, and enhance the college's ability to support high-demand healthcare education. While two other expansion options were explored, they were ultimately not selected due to factors such as cost and site constraints; these alternatives are detailed in the appendix.

SELECTED OPTION 1A

Addition + Facade Improvements - 33,000 sf - 3 Story



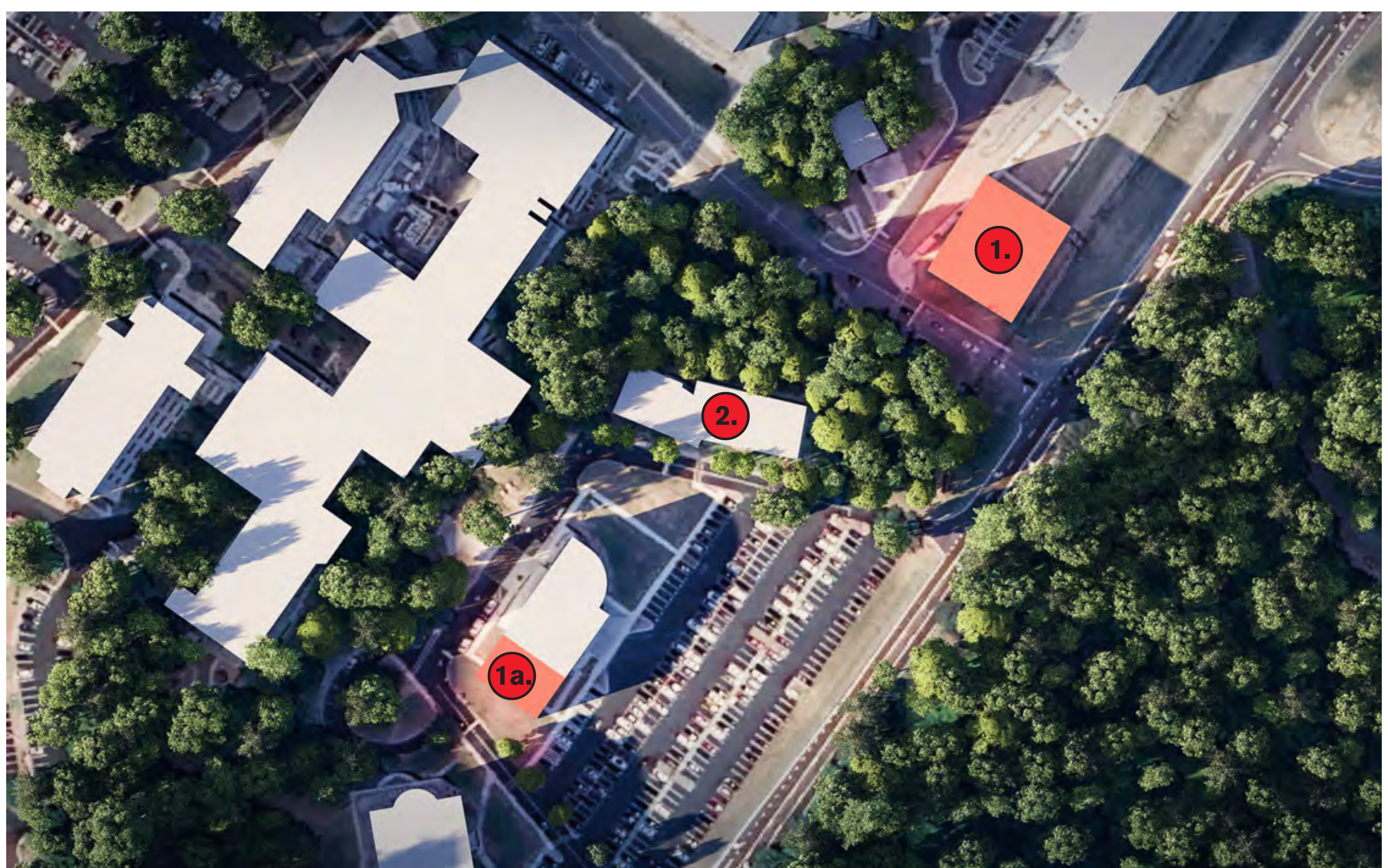
POWELL ADDITION + FACADE IMPROVEMENTS

As Alamance Community College continues to grow, the student experience must evolve from good to great. A key goal is to ensure that all student needs—academic, social, and emotional—are thoughtfully addressed through intentional space planning. To guide these efforts, data was collected on where students prefer to spend time and study, and this data was shared with college leadership.

Current student activity spaces are well-used, but additional areas for collaboration, quiet study, and informal connection are needed. Students, many of whom work long hours, require flexible spaces accessible throughout the day. Spaces should support varied engagement levels from quiet study to group collaboration and also meet the needs of employees, with improved relaxation and breakout areas. Proximity between advising, student services, and academics is critical. Advising, currently faculty-based, is slated to move to the L Building and will require up to 12 offices. High-visibility locations in the Student Success Center and the Literacy Buildings are ideal for advising.

To address future needs, additional square footage for Student Services is proposed. Additional meeting rooms, quiet study areas, and student support spaces should take inspiration from the library in the Gee Building. Outdoor areas with seating and dining will also improve campus life. Amenities for night students and access to care services are essential to building a welcoming, connected campus environment. The image below highlights the preferred alternative explored for the expansion of Student Support Services. Two other alternatives that were explored but deemed unlikely may be found in the appendix. The selected option 1 is a new building placed toward the front of the site.

OPTION 1	CURRENT	PROGRAM	NOTES
0 sf	2,066 sf	SS Director suite	Stays in SSC
0 sf	1,271 sf	Registrar	Stays in SSC
0 sf	2,385 sf	Financial Aid	Stays in SSC
650 sf	406 sf	Testing	Moves into addition or remodel of L Building
0 sf	2,066 sf	Admissions	Stays in SSC
200 sf	400 sf	Student Collaboration	Adding additional sf in addition or new
2,400 sf	0 sf	Advising	10-12 offices, in addition or remodel of L Building
2,000 sf	0 sf	Office growth	What departments need office growth?
5,250 sf	13,138 sf	Net Total	13,189 is total sf of current SSC
1,575 sf	30%	Grossing Factor	Toilets, MEP/IT spaces, circulation
6,825 sf		**Total**	**Total SF needed for addition or remodel**



MASTERPLAN CLOSE UP

SELECTED COMBINED OPTION 1

Additional Student Services - 6,825 sf 1 Story

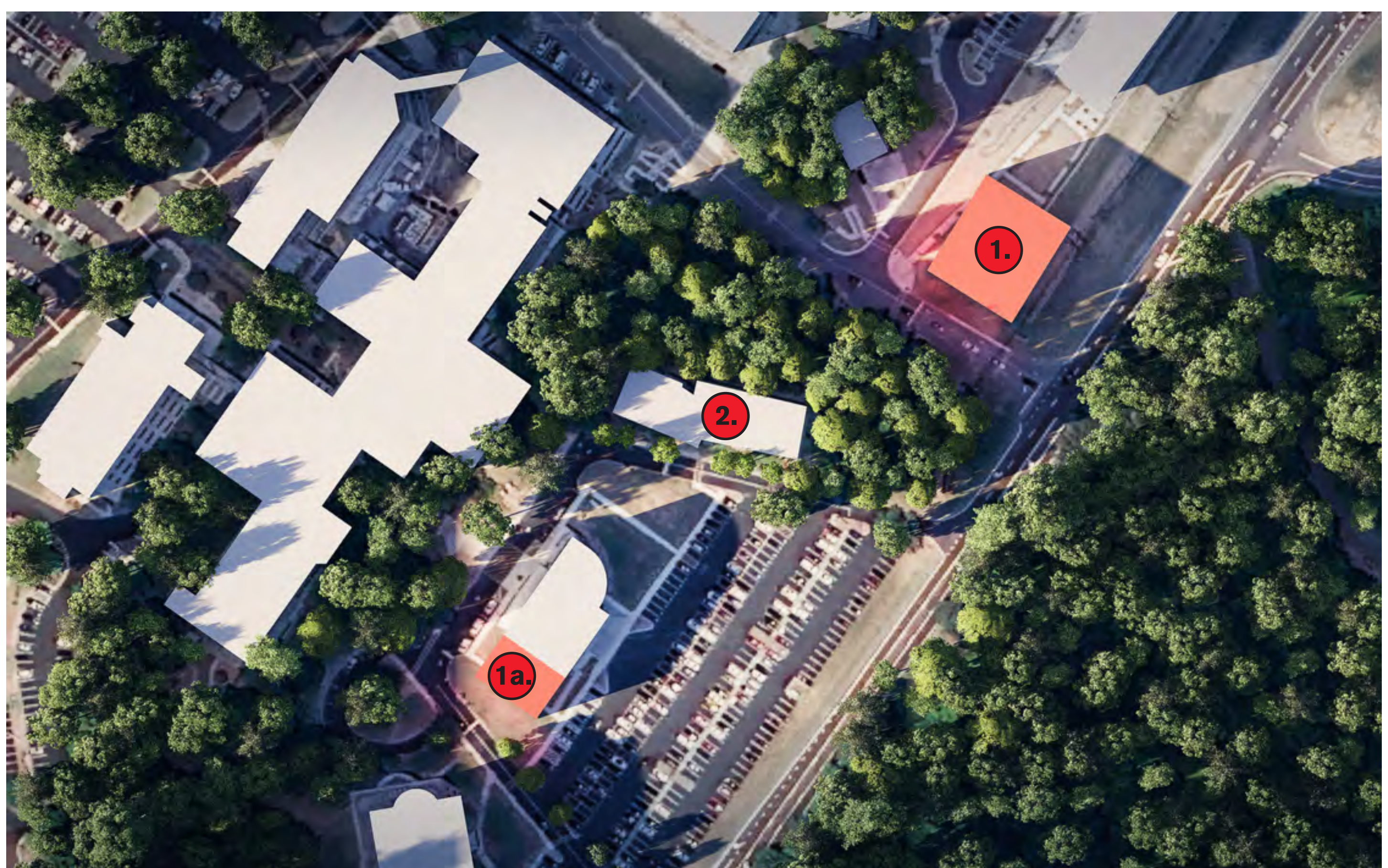
SITE 3D MASSING

OPTION 1A

A 6,825-square-foot addition to the SSC Building, along with a renovation of existing spaces within the building, represents a cost-effective solution that meets Alamance Community College's evolving needs. This approach not only expands the capacity for Student Support Services, but also strategically maintains the location of essential services in one building. While one other expansion option was explored, it was ultimately not selected due to factors such as cost and site constraints, detailed in the appendix.

OPTION 1A	CURRENT	PROGRAM	NOTES
0 sf	2,066 sf	SS Director suite	Stays in SSC
0 sf	1,271 sf	Registrar	Stays in SSC
0 sf	2,385 sf	Financial Aid	Stays in SSC
650 sf	406 sf	Testing	Moves into addition
0 sf	2,066 sf	Admissions	Stays in SSC
200 sf	400 sf	Student Collaboration	Adding additional sf in addition
2,400 sf	0 sf	Advising	10-12 offices, in addition
2,000 sf	0 sf	Office growth	What departments need office growth?
5,250 sf	13,138 sf	Net Total	13,189 is total sf of current SSC
1,575 sf	30%	Grossing Factor	Toilets, MEP/IT spaces, circulation
6,825 sf		**Total**	**Total SF needed for addition**

The addition increases the SSC building to 20,000 sf.



MASTERPLAN CLOSE UP

Alamance Community College Master Plan

SELECTED ADDITION OPTION 1A

Additional Student Services - 6,825 sf 2 Story

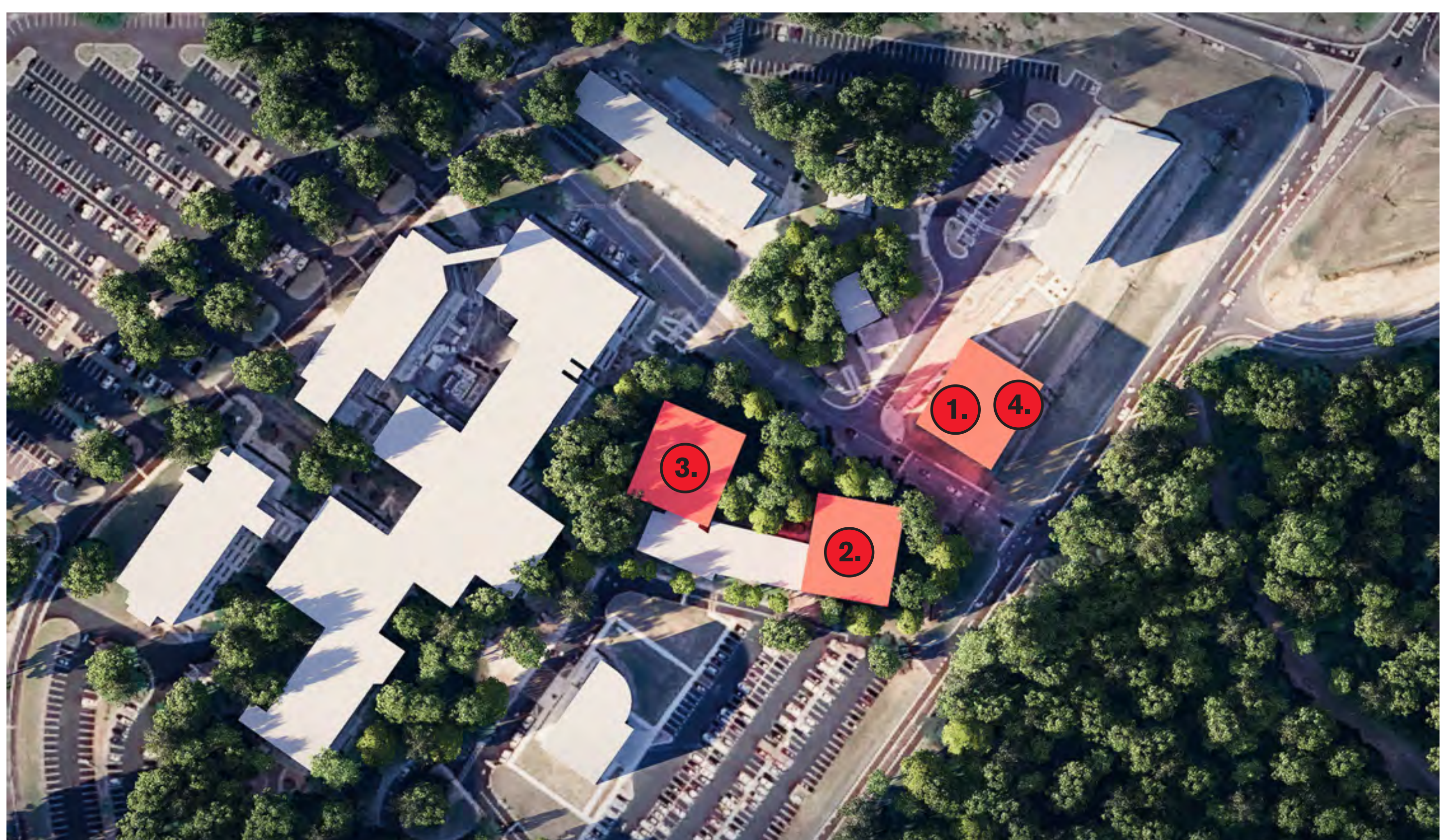
SITE 3D MASSING

The College has identified a pressing need for a dedicated event and conference space. Currently, there is no large venue on campus, and existing facilities are inadequate. The auditorium in the Main building lacks flexibility, and the Biotechnology Center's first floor—frequently used for events—has limited capacity. The Student Services Center is too open and cannot accommodate enough attendees. Even small meetings, such as adjunct faculty gatherings, are held off-campus due to space constraints.

Most campus events require space for 200 or less attendees with round-table seating and adjacent common areas. Potential locations for a new event center include an addition to the Litercy Building or a site near the main entrance for higher visibility. The proposed facility could include a Welcome Center, breakout rooms, and generate rental revenue. One concept features event space on the top floor with curriculum and welding space below. Additional improvements needed include increased ADA parking, a larger catering kitchen, and a shared-use or food incubator kitchen. Corporate and flex spaces would support small business development and workforce training, including space for Toyota's employee programs. Workforce development has relocated to the Gee Building's lower level.

The image below highlights the preferred alternative explored for the implementation of a Corporate Ed / Conference Center. Two other alternatives, also shown below, are detailed in the appendix. The selected option 1 is placed toward the front of the site and will be combined with the Student Services center. To allow for more parking, the Grounds Building and the Maintenance Building must be demolished.

OPTION 1	PROGRAM	NOTES
4,000 sf	200-250 person ballroom	Flex space that can be divided
1,000 sf	Ballroom prefunction	Adjacent to ballroom before and after gathering
400 sf	Storage	Table and chair storage for ballroom
2,400 sf	Events admin offices	4-6 private offices and 4-6 open offices
900 sf	Conference Rooms	(1) 25-person and (1) 15-person room
1,500 sf	Business Start Up	Offices open and closed, RND space
800 sf	Collaboration space	Some open and some small group rooms
1,500 sf	Kitchen	Full service for cooking and catering
200 sf	Receiving	Serves kitchen and event space
1,160 sf	Scott Collection	Increasing area by 25%
6,825 sf	Student Services	Detailed in the Student Support Services section
20,685 sf	Net Total	Does not include Scott Collection
6,200 sf	30% Grossing Factor	Toilets, MEP/IT spaces, circulation
26,900 sf	**Total**	**Total SF needed for addition or new build**



MASTERPLAN CLOSE UP

SELECTED OPTION 1

New Build - 26,900 sf - Parking expanded - 2 Story

SITE 3D MASSING

To support the continued growth and functionality of Alamance Community College, strategic improvements to campus facilities are being planned. A key recommendation is to consolidate multiple essential functions including receiving, shipping, grounds maintenance, groundskeeping, and table storage into one centralized building. This new facility would be located on the edge of campus, creating operational efficiency while minimizing disruption to core academic areas.

The preferred location option for this facility offers significant logistical advantages. Designed to accommodate semi-truck deliveries, it strategically routes large vehicle traffic away from the center of campus. This not only improves safety and accessibility for students and staff but also preserves the pedestrian-focused character of central campus areas.

Additionally, the proposed site and layout strengthen programmatic connections particularly with the Automotive program by creating better proximity between key buildings. This will support hands-on learning and operational integration, while also streamlining support services for various academic departments. As part of this plan, the existing facilities buildings currently scattered across the site will be removed. Their footprints will be shown as dashed lines to indicate future development opportunities, opening new possibilities for campus growth.

The selected option 1 is placed next to the AATC building. Two other options that were explored are located in the appendix.

OPTION 1	CURRENT	PROGRAM	NOTES
2,800 sf	2,400 sf	Maintenance	
2,800 sf	2,160 sf	Grounds	
500 sf	1,327 sf	Receiving	Made this just receiving; added sf in storage
2,600 sf	2,074 sf	Admin	Offices, Workroom, Reception
1,000 sf	417 sf	Custodial	Custodial storage in storage below
3,000 sf	500 df	Shops	Wood and metal shop with materials and tool storage
3,000 sf	3,000 sf	Storage	Increasing storage as comparable projects have much more
15,700 sf	11,878 sf	Net Total	
4,700 sf	30%	Grossing Factor	Toilets, MEP/IT spaces, circulation
20,400 sf		**Total**	

MASTERPLAN CLOSE UP

Alamance Community College Master Plan

SELECTED OPTION 1

New Build - 20,400 sf - 1 Story

SITE 3D MASSING

CORPORATE ED / CONFERENCE CENTER
+ STUDENT SUPPORT SERVICES - SELECTED OPTION 1

CORP/CONF Center - Parking expanded - 26,900 sf - 2 Story

Additional Student Services + Event Center - 6,825 sf 2 Story

HEALTH SCIENCES - SELECTED OPTION 1A

Addition + Facade Improvements - 33,000 sf - 3 Story

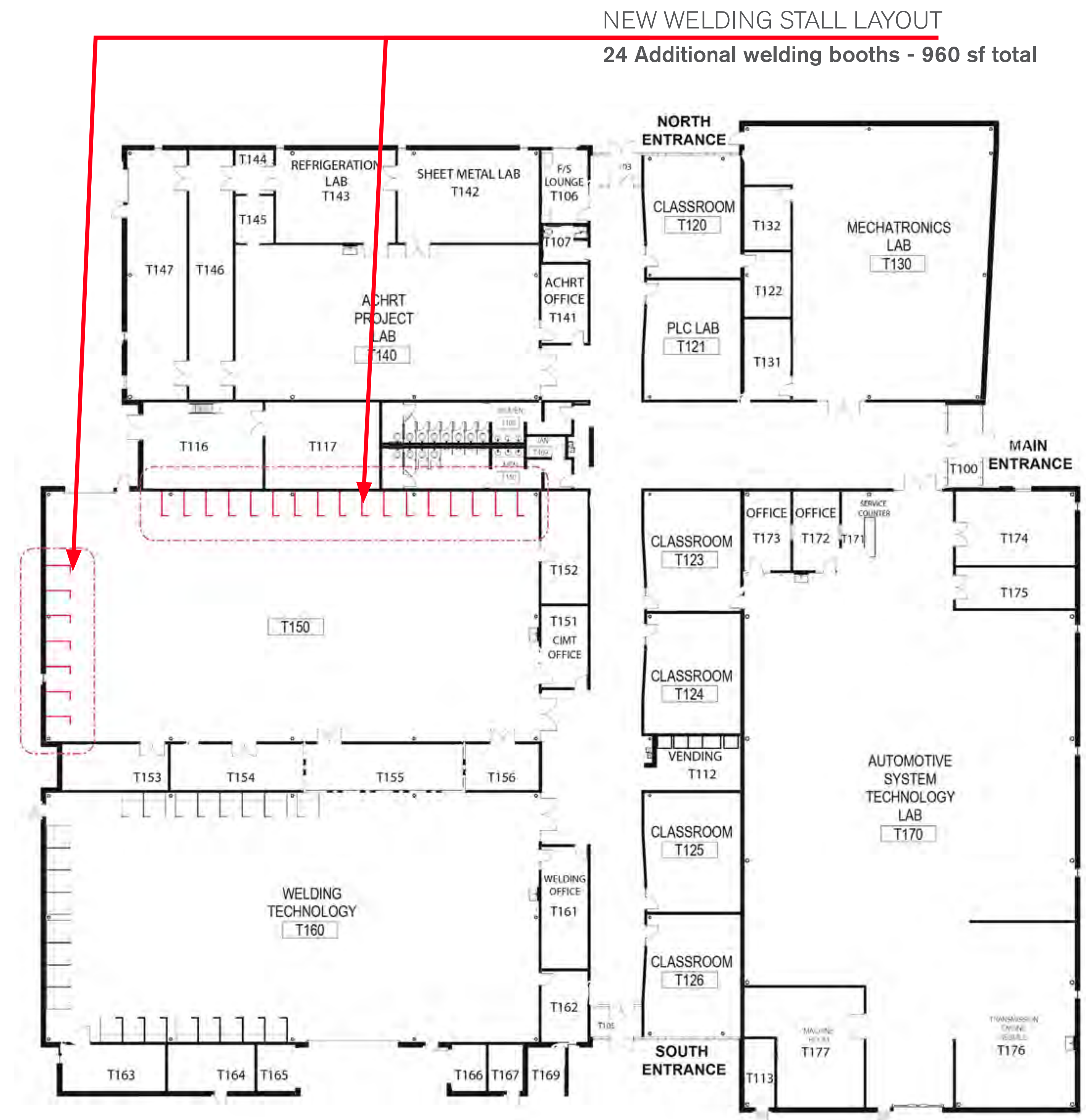
CAMPUS FACILITES - SELECTED OPTION 1

New Build - 20,400 sf - 1 Story

The Advanced Applied Technology Center (AATC) is a single-story, open-bay facility designed to showcase Alamance Community College's commitment to hands-on, technical education. Each program within the building includes both classroom space and an adjoining lab, creating a seamless environment for applied learning. The design emphasizes openness and visibility, with large windows and clear sightlines into lab areas to highlight the advanced equipment and active instruction taking place. As the campus' hub for technical training, the AATC was envisioned as a vibrant, welcoming space—one that not only supports student success but also sparks interest and enthusiasm among prospective students. By fostering transparency and a sense of community, the building positions itself as a flagship for the college's growing workforce programs.

In response to increasing demand, the college is planning to expand its welding program within the AATC by taking over a portion of the current machining lab. This expansion will allow for the installation of 24 new welding booths, significantly increasing the program's instructional capacity. The decision reflects the college's responsiveness to regional workforce needs and its dedication to equipping students with in-demand technical skills. Integrating the expanded welding area into the existing facility will continue the building's mission of providing hands-on training in a modern, adaptable environment. The additional welding booths will not only accommodate more students but also enhance the program's ability to offer advanced techniques and certifications. This strategic adjustment ensures that the AATC remains a flexible and forward-looking space capable of evolving alongside industry trends and student interest.

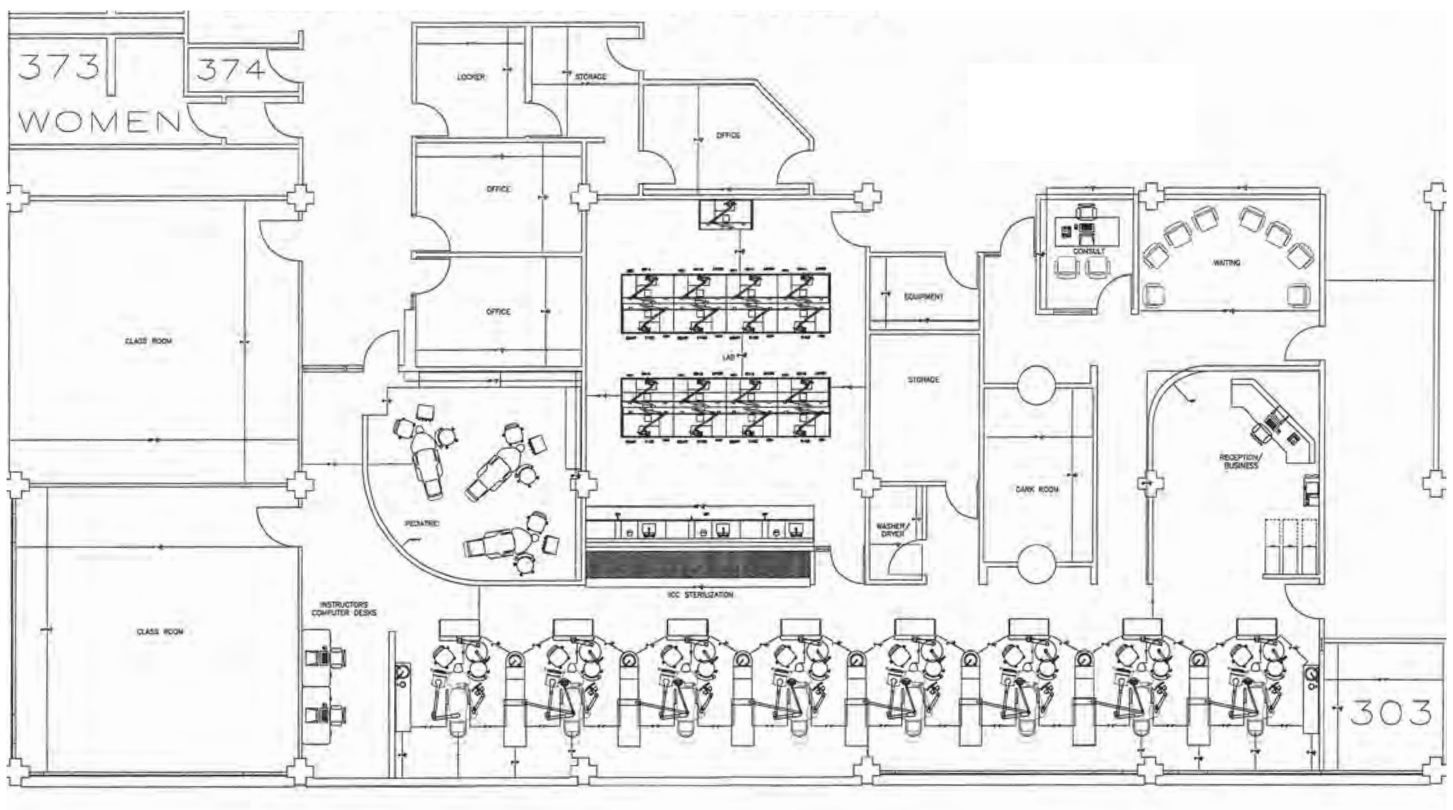
AATC ENTRANCE



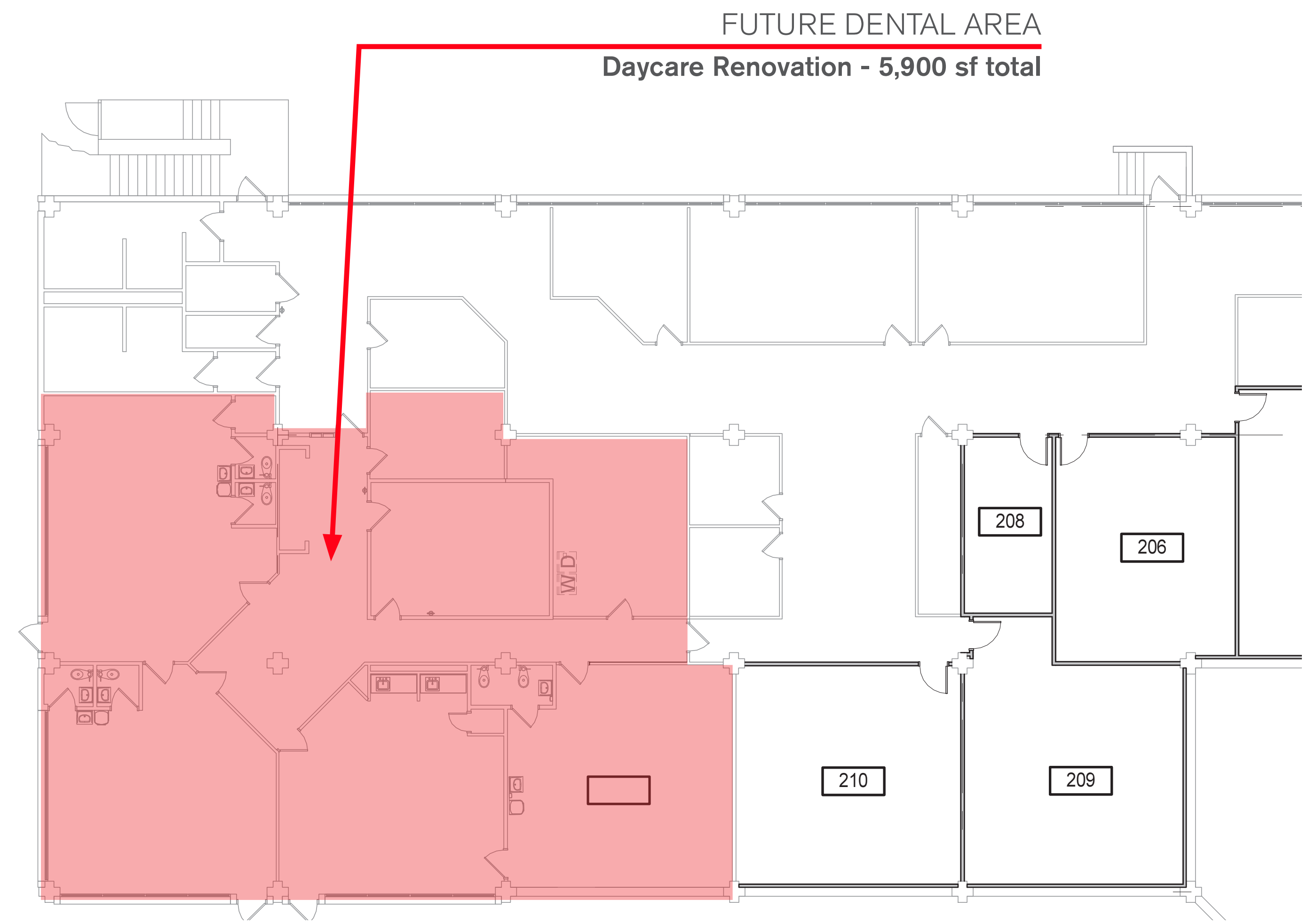
AATC PLAN

PROGRAM STUDIES | DENTAL

Alamance Community College has expressed interest in expanding its Dental Assisting program by relocating it into the main building, specifically into the space currently occupied by the campus daycare. This move would provide the program with a more centralized and visible location while allowing for necessary growth in instructional and clinical space. The reallocation would accommodate the program's increasing space needs, including private dental operatories, a simulation lab, a radiology lab, and a dedicated dental skills area. By repurposing the daycare space, the college can better support the program's goal of training 18 students with 16 dental chairs in a more efficient, purpose-built environment.



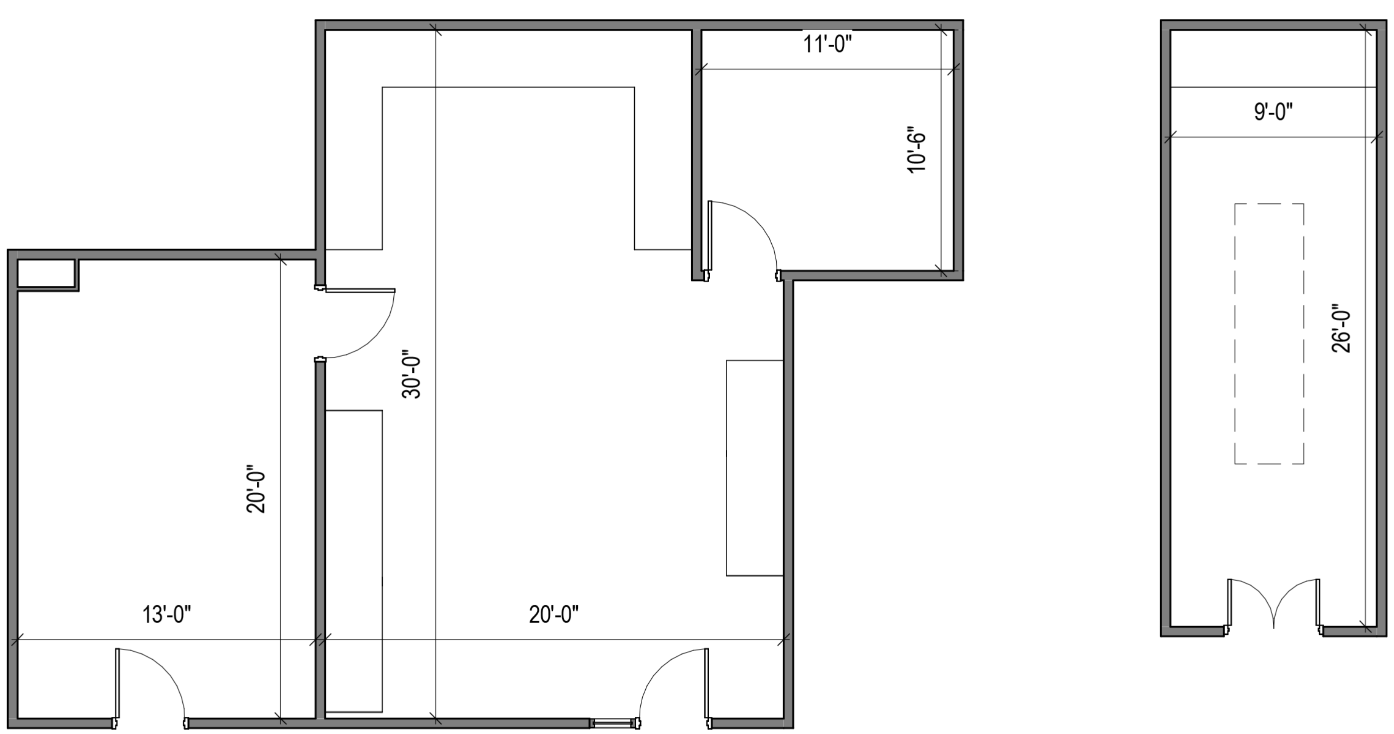
DENTAL PHASE 1



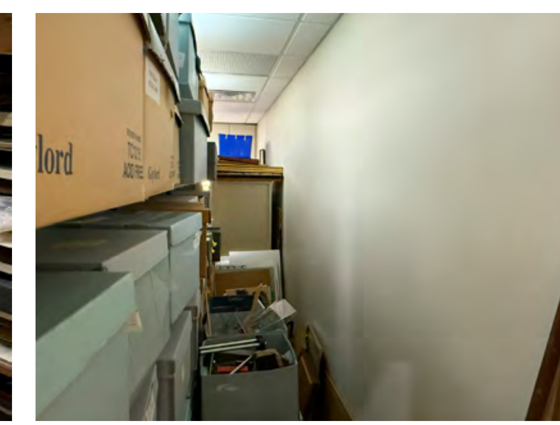
DENTAL PHASE 2

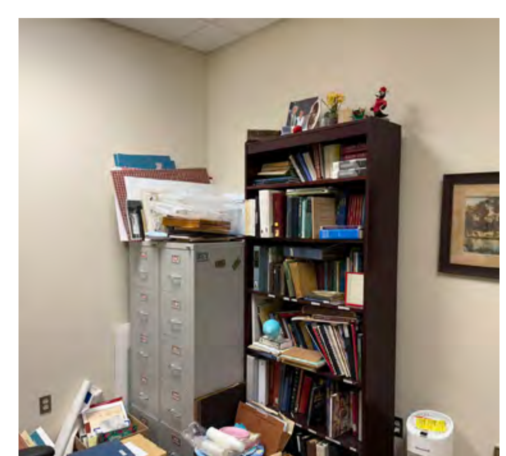
The Scott Family Collection at Alamance Community College honors the extraordinary legacy of one of North Carolina's most influential families. Displayed in a dedicated space on campus, the collection highlights the Scott family's contributions across five key areas: Agribusiness, Education, Medicine, Public Service, and Religion. From establishing successful dairy farms to shaping the state's education system, practicing medicine in rural communities, and holding influential public offices—including two governors and multiple state legislators—the Scotts have played an integral role in the development of Alamance County and beyond. Their story is deeply tied to the region's cultural, civic, and economic history, offering a unique lens into North Carolina's past through the accomplishments of a single, service-driven family.

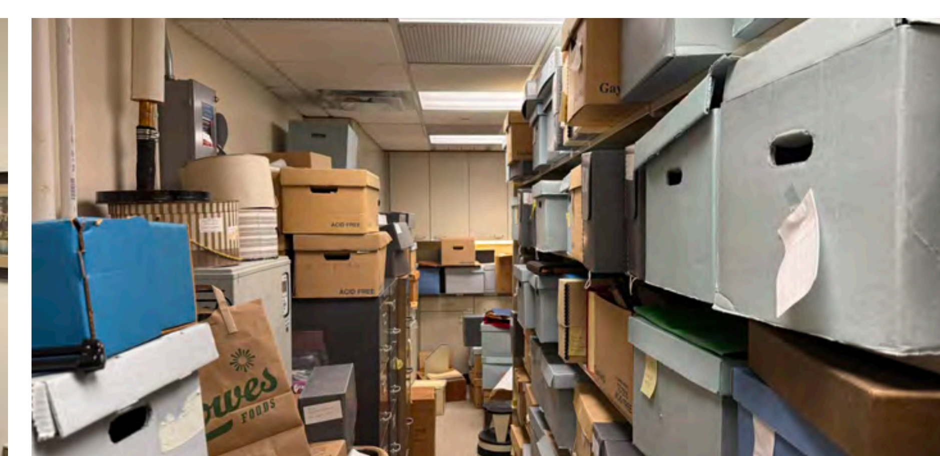
However, the current space housing the Scott Family Collection is no longer adequate to fully represent the breadth and depth of this legacy. The display area is limited in size, restricting both the scope of the exhibit and opportunities for community engagement. As the college plans future expansions, there is a strong desire to relocate and expand the collection into a proposed Corporate Education and Community Engagement Building. This future facility would provide the visibility, space, and accessibility needed to elevate the collection as both an educational resource and a public tribute. Expanding into this new location would allow for interactive exhibits, community programming, and broader recognition of the Scotts' impact—ensuring that their contributions continue to inspire students and the wider public for generations to come. See the Corporate Ed / Conference Center section for details and proposed square footage.



SCOTT COLLECTION'S CURRENT SPACE



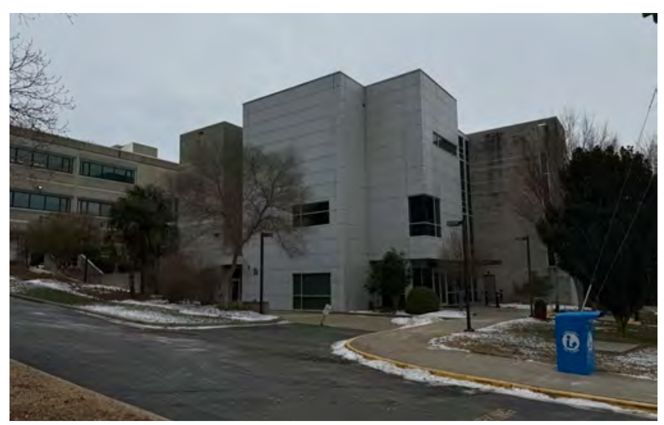






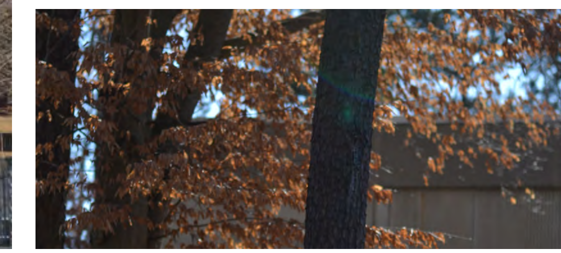




ALAMANCE


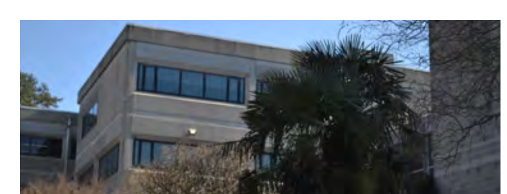


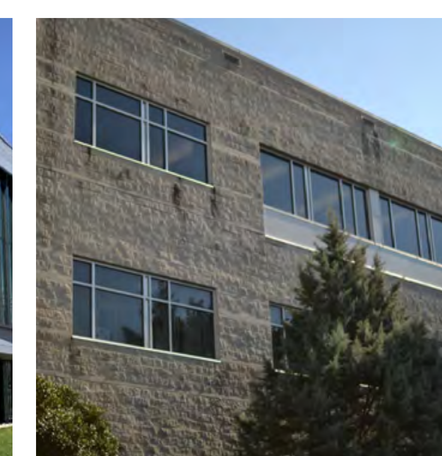








FACADE IMPROVEMENTS | CAMPUS FACADES

Alamance Community College has long stood as a cornerstone of education in North Carolina, dating back to its establishment in 1958. The College's current campus, built in 1976 on land donated by the Scott family, has served generations of students and faculty. While ACC has expanded significantly over the decades—with new construction and academic programs—many of its original buildings are now showing signs of age and require attention to remain functional, safe, and welcoming.

Several of the oldest campus facilities, including the Main, A and B buildings, are in need of essential maintenance and upgrades. These structures have endured decades of use, and their aging windows no longer meet modern standards for energy efficiency, insulation, or appearance. Replacing these windows will not only reduce energy costs but also enhance classroom environments and improve the College's overall sustainability.

In addition to maintenance, the campus is due for a comprehensive program of cleaning and recoating. Weather exposure over the years has caused surfaces to fade and surfaces to collect grime, creating a worn and dated look in areas that are otherwise structurally sound. A focused effort to clean, refresh, and recoating these buildings will go a long way in restoring pride in the campus and making a strong first impression on visitors and prospective students.

The Horticulture Building stands out as a strong example of what's possible when thoughtful maintenance and design updates are prioritized. With its clean appearance, cohesive color scheme, and well-maintained exterior, the Horticulture Building reflects the standard to which other older campus structures should aspire. By using this building as a benchmark, ACC can guide future improvement efforts to create a more unified and modern campus aesthetic.

Maintaining and updating campus facilities isn't just about looks—it's about preserving the College's identity, extending the life of its infrastructure, and providing a safe, inspiring environment for all. As Alamance Community College continues to grow and serve its community, reinvesting in its historic buildings is both a practical necessity and a statement of commitment to excellence in education.

FACADE AREA	BUILDING	NOTES
80,330 sf	Main Building	Modify existing buildings to take on the look of the
20,100 sf	A Building	agricultural F Building / Horticulture

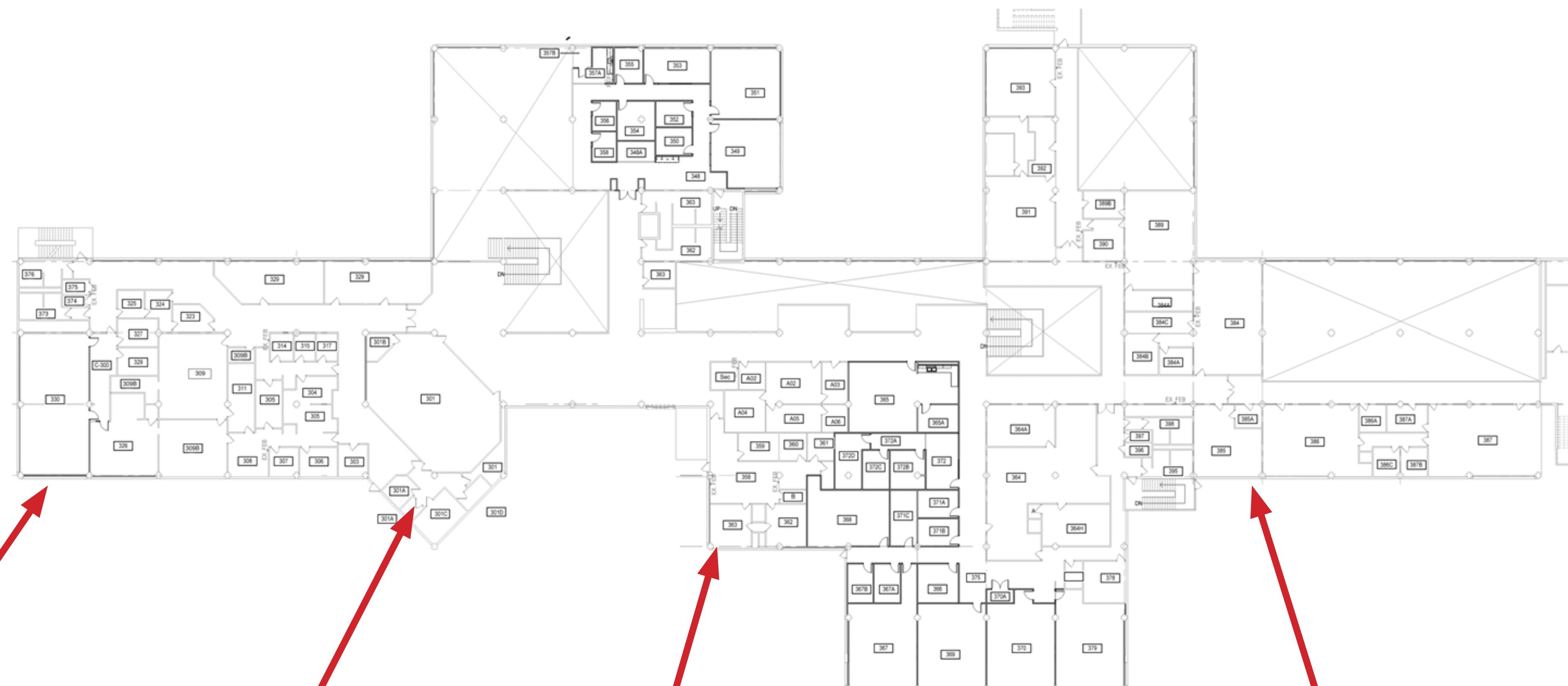








EXAMPLE OF SUCCESSFUL FACADE IMPROVEMENTS THAT WILL BE EMULATED

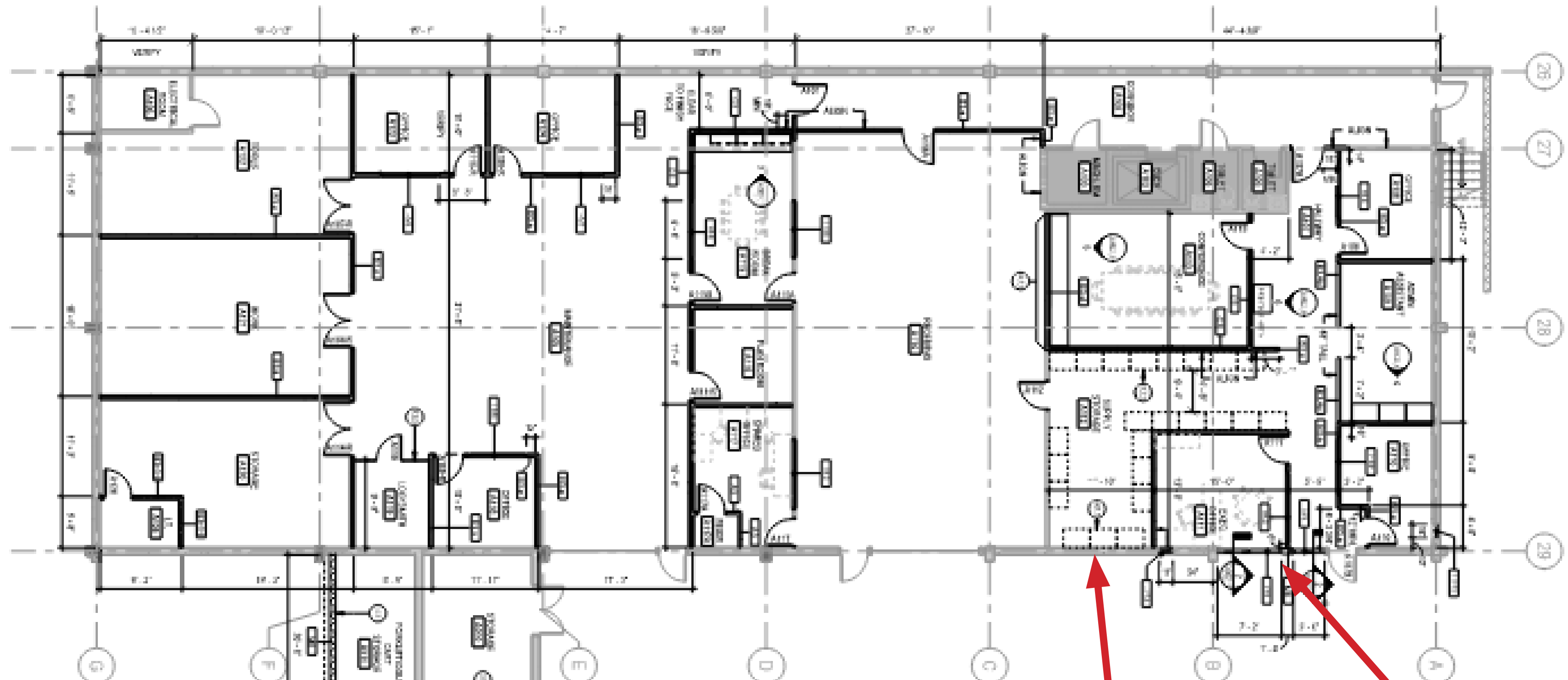


Water stains from roof

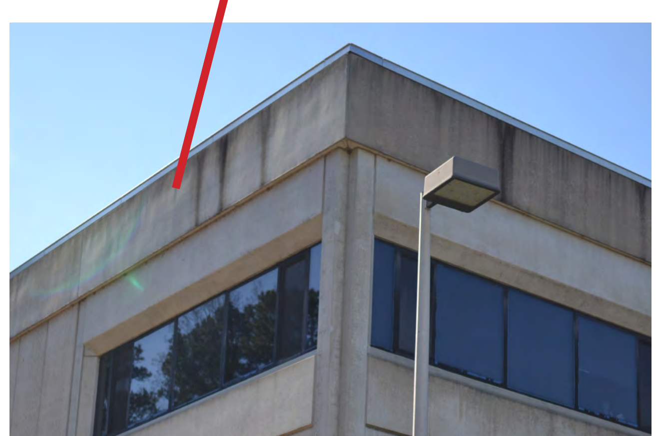
Water stains from roof

Water stains from roof

Water stains from roof



Water stains from roof



Water stains from roof

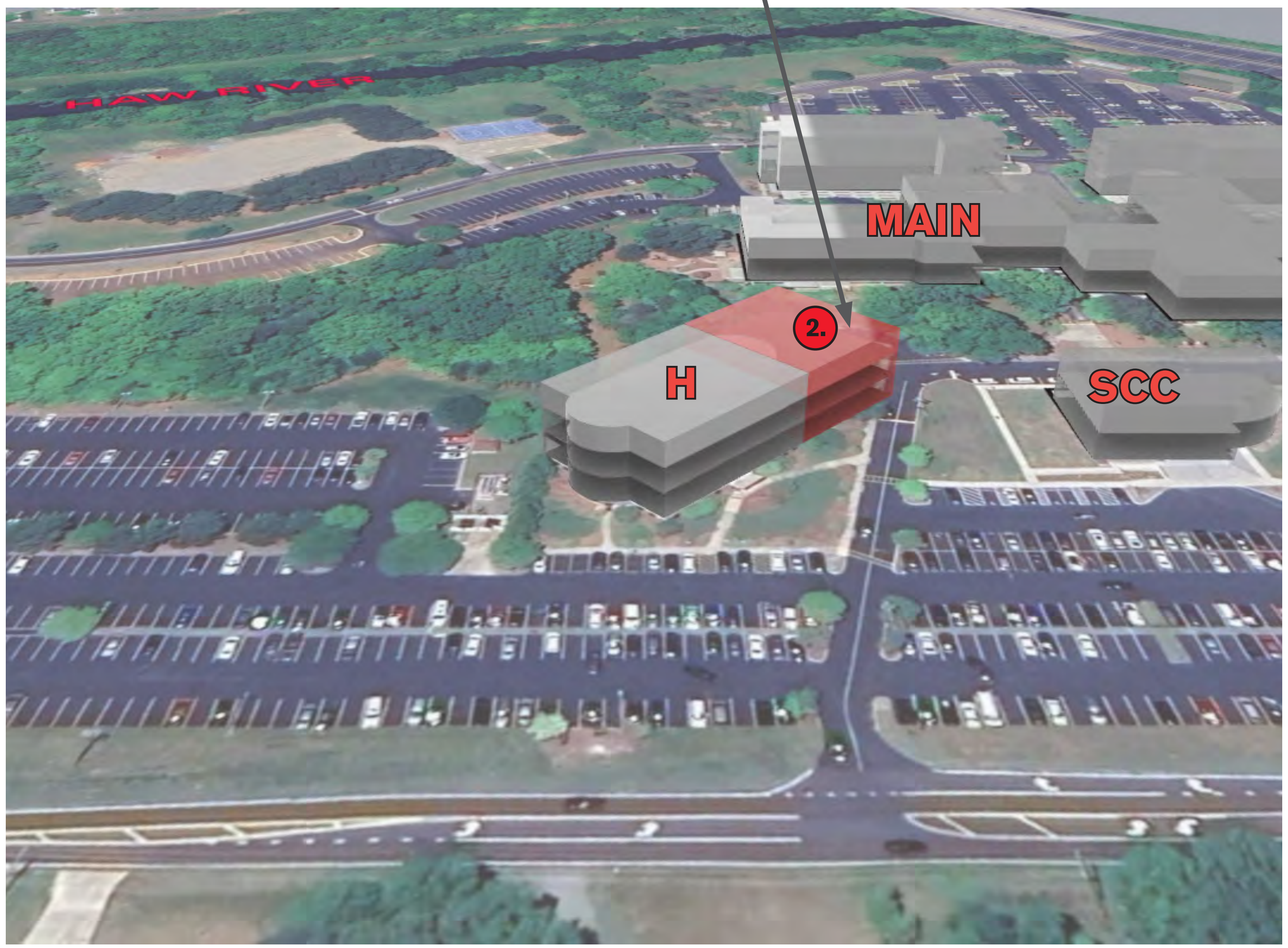
Replace windows on the A&B buildings and main

Replace windows on the A&B buildings and main

APPENDIX | -

HEALTH SCIENCES | OPTION 2

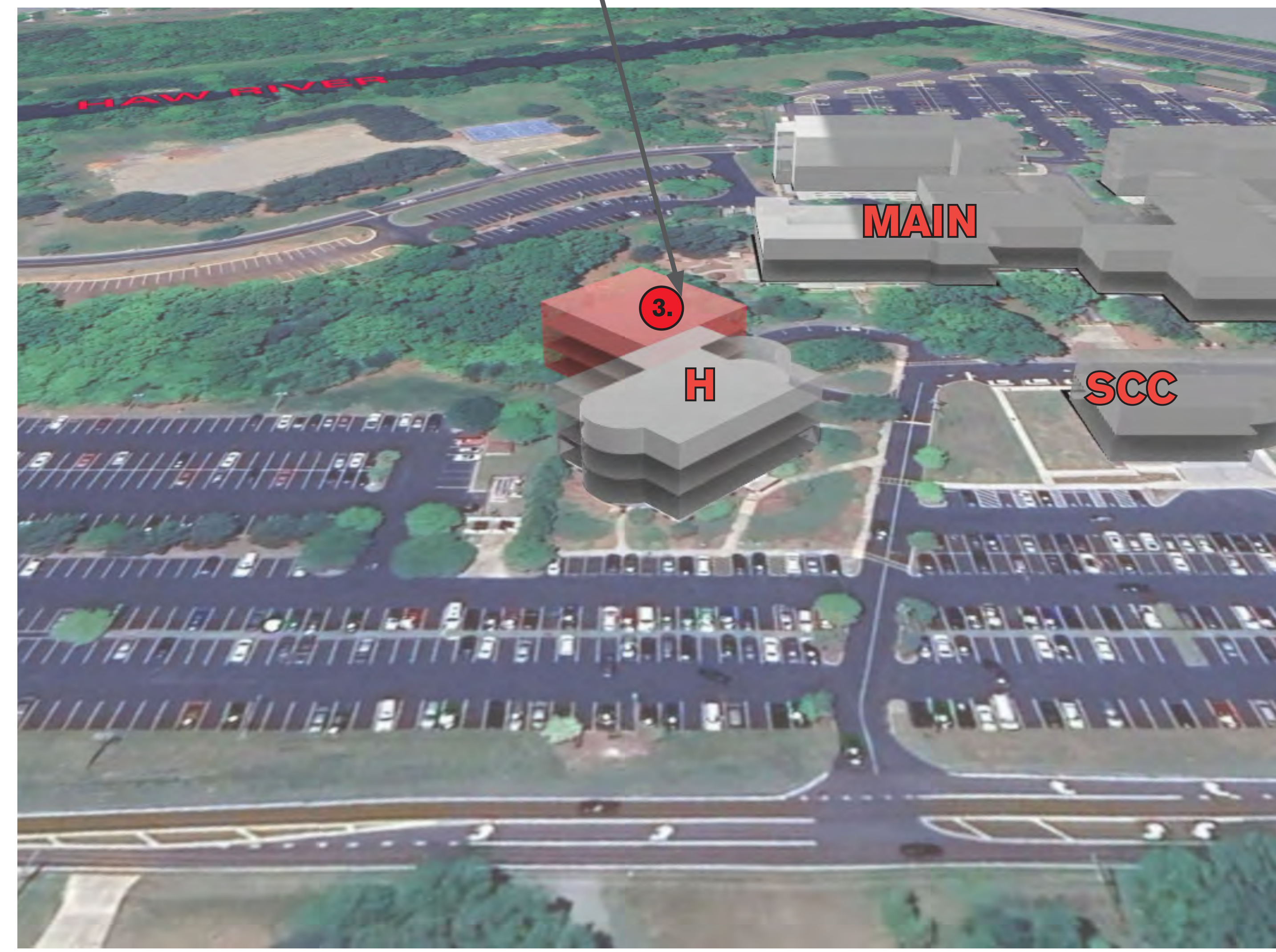
Powell - Addition - 33,000sf - 3 Story



Option 2: This option was not preferred because of the severe topography.

HEALTH SCIENCES | OPTION 3

Powell - Addition - 33,000sf - 3 Story



Option 3: This option was not preferred because of the severe topography.

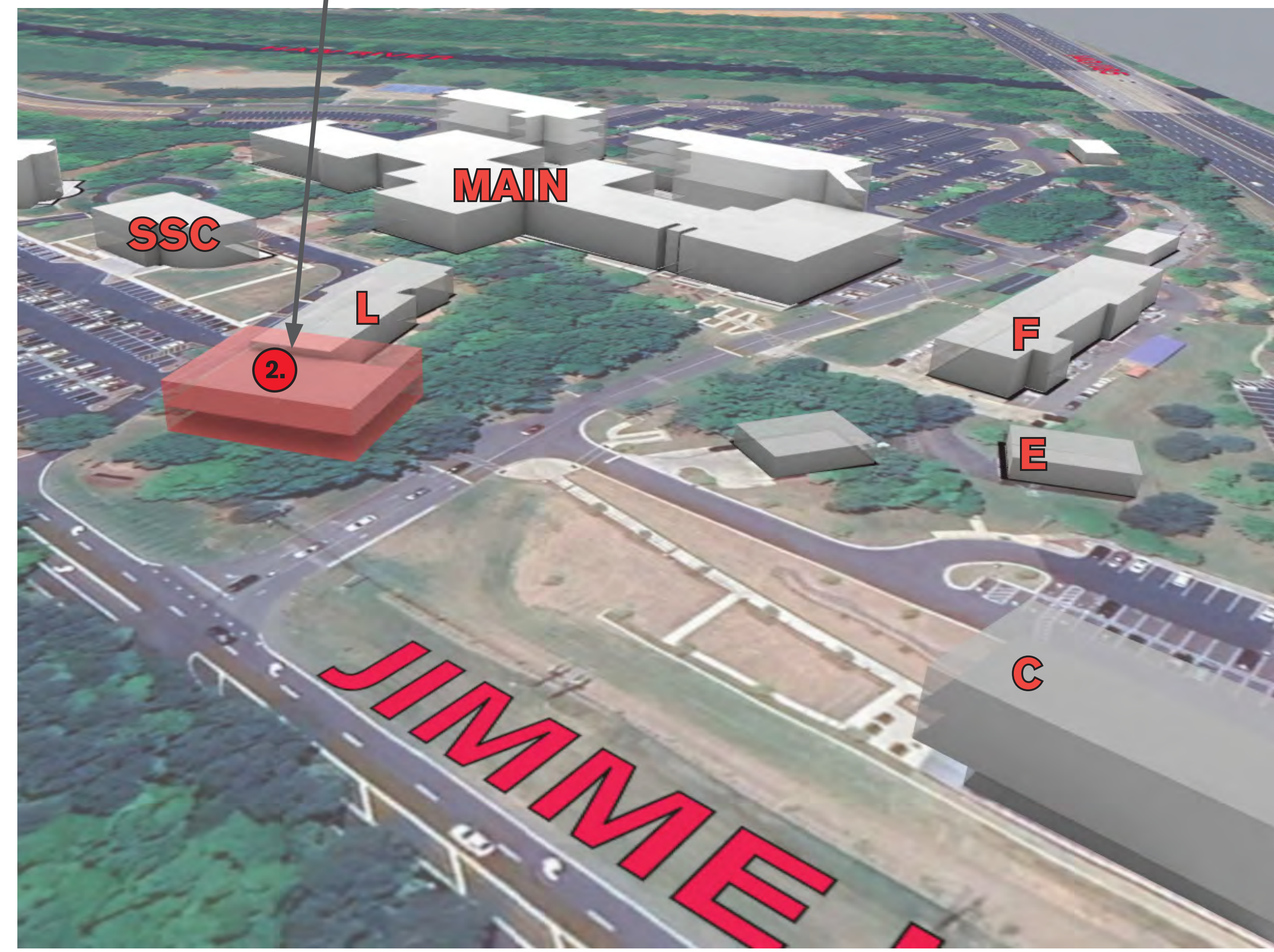
STUDENT SUPPORT SERVICES | OPTION 2

Building L - Renovation - 10,840 sf

Option 2: This option was not preferred because a new building is desired.

CORPORATE ED / CONFERENCE / SS | OPTION 2

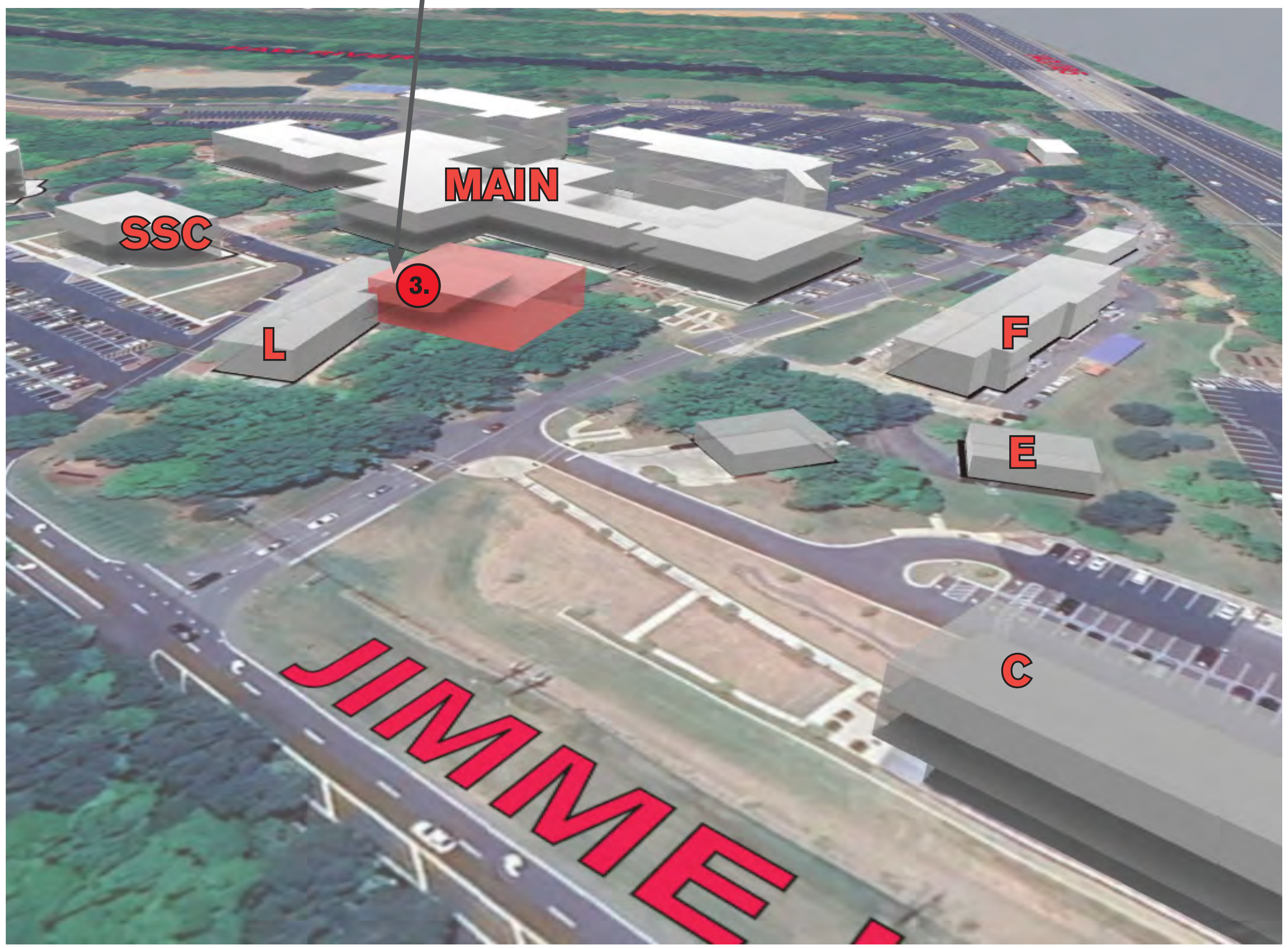
New Build - 26,900 sf - 2 Story



Option 2: This option was not preferred because of the severe topography.

CORPORATE ED / CONFERENCE / SS | OPTION 3

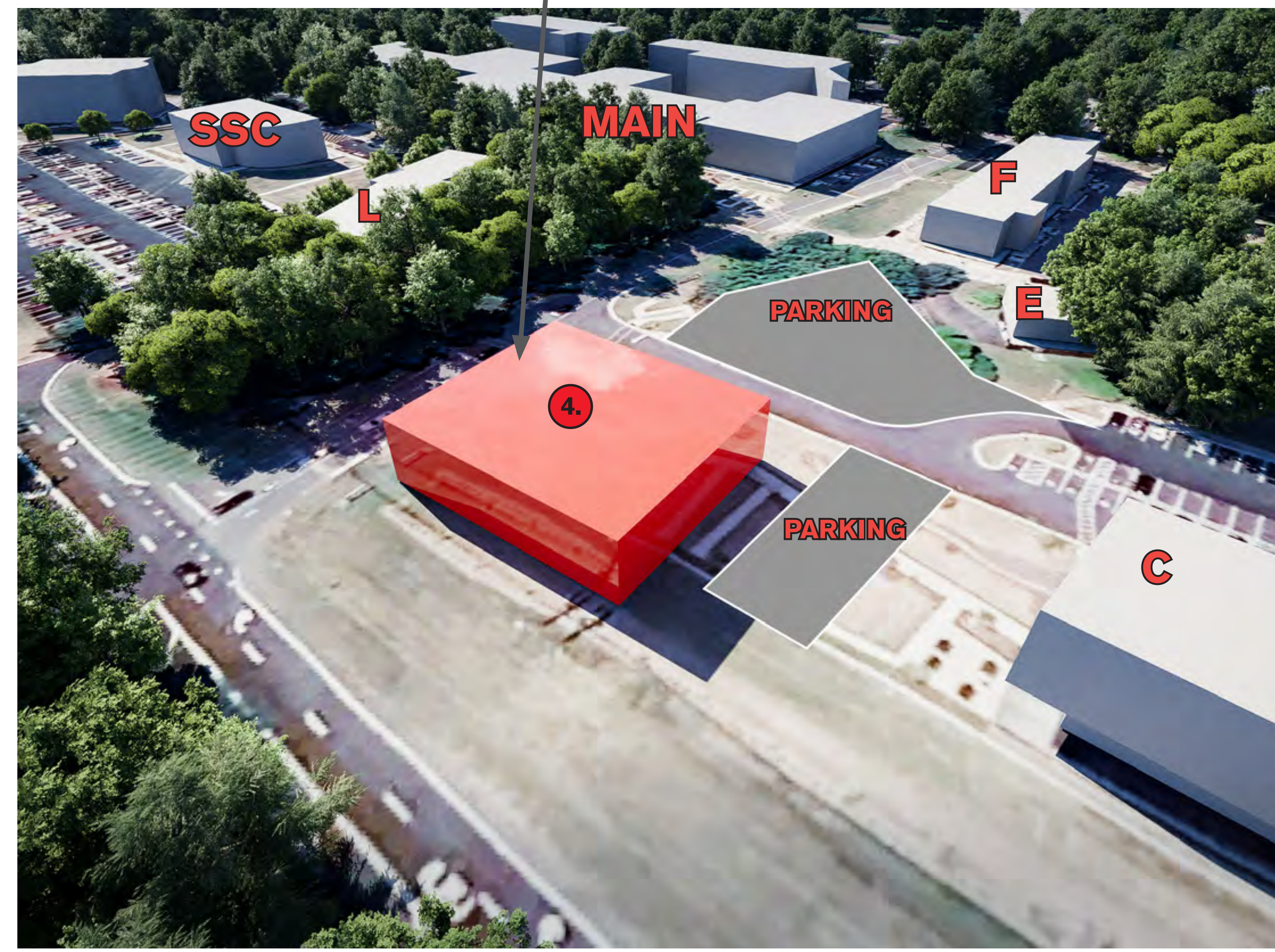
New - 26,900 sf - Connection to L Building - 2 Story



Option 3: This option was not preferred because of the severe topography.

CORPORATE ED / CONFERENCE | OPTION 4

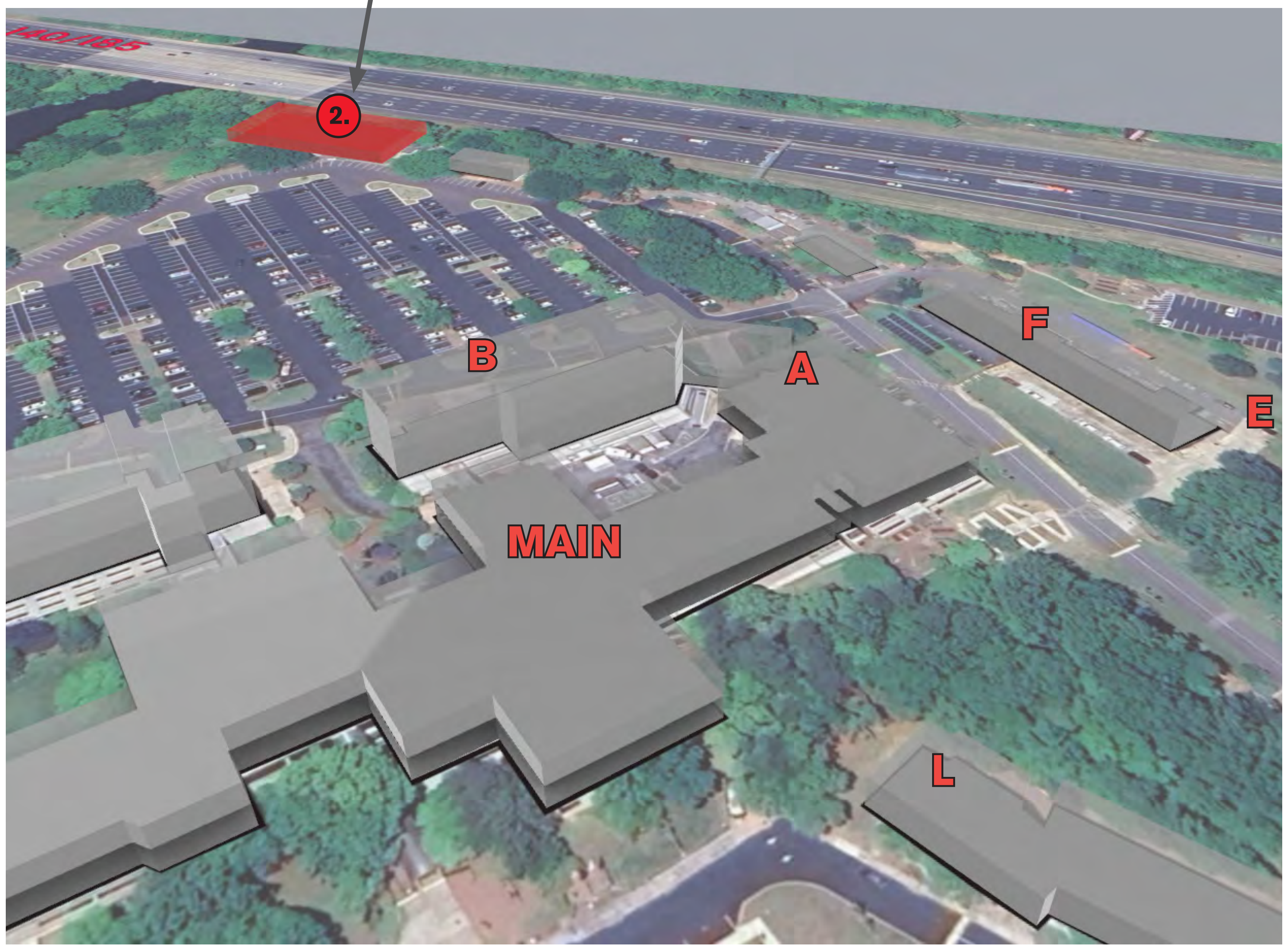
New - 20,000 sf - Stand Alone - 2 Story



Option 4: This option was not preferred because it is desirable to combine the Corporate Ed/Conference Center with Student Support Services, if both get built at the same time.

CAMPUS FACILITES | OPTION 2

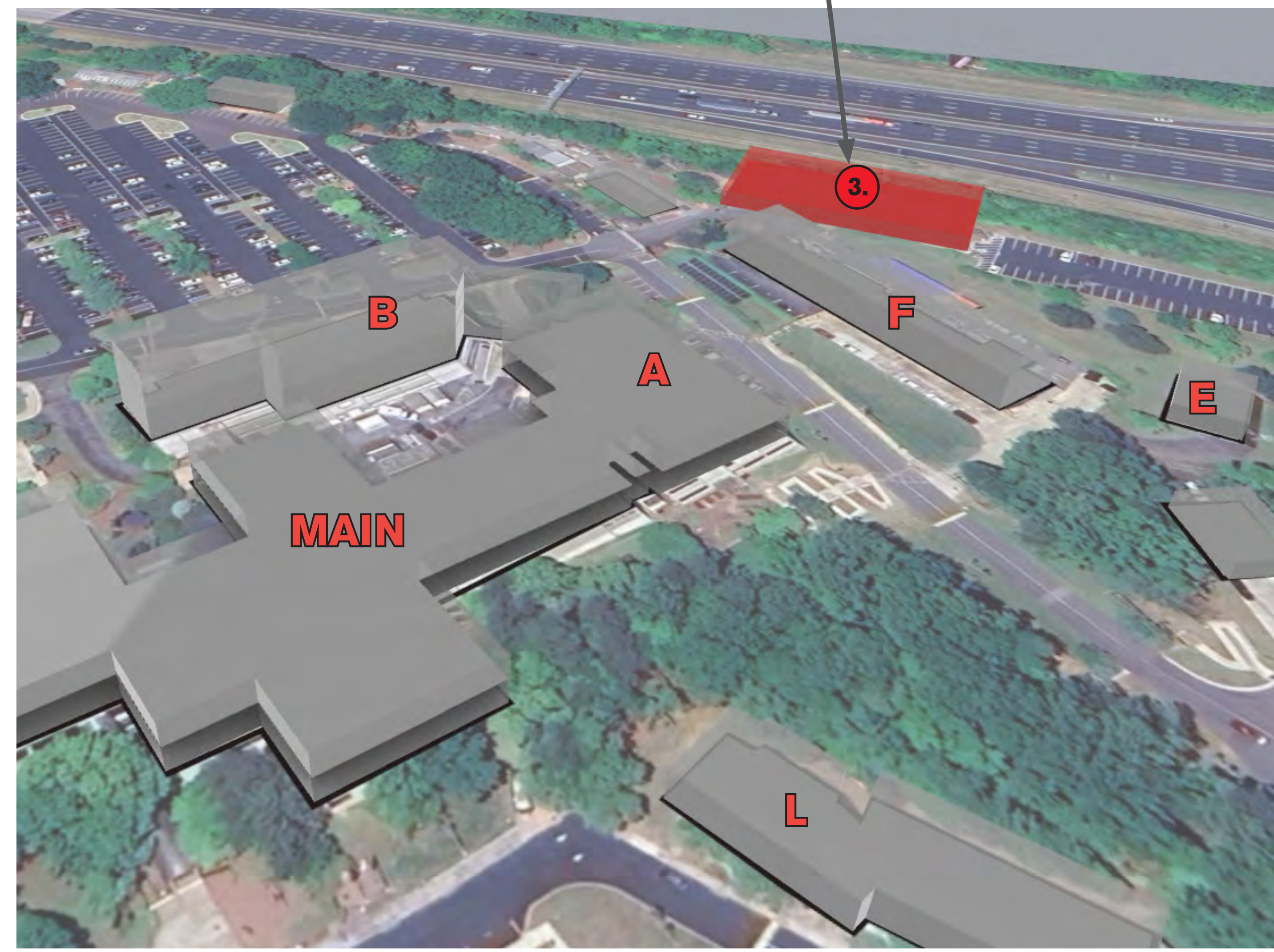
New Build - 20,400 sf - 1 Story



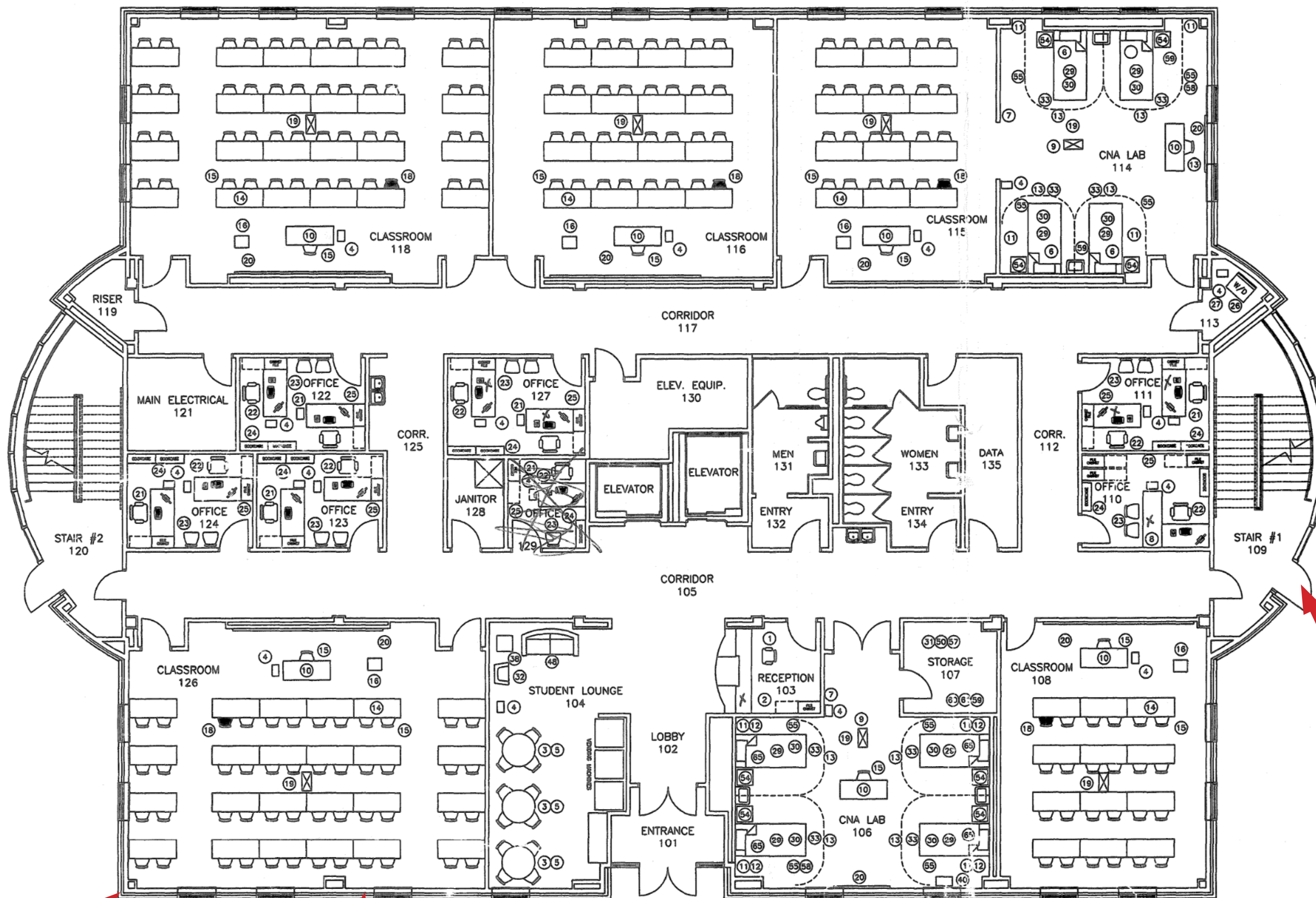
Option 2: This option was not preferred due to delivery trucks coming into the campus.

CAMPUS FACILITES | OPTION 3

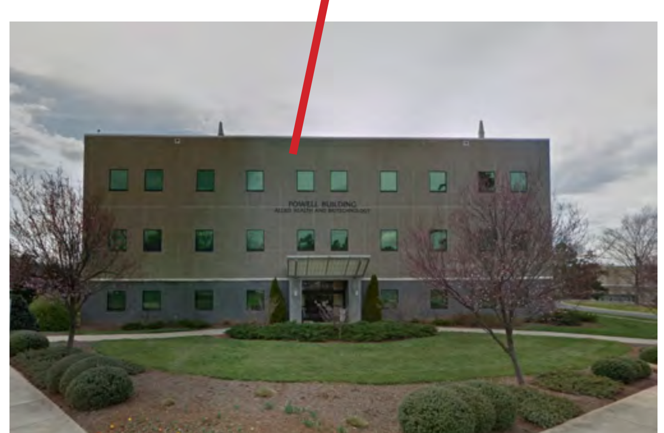
New Build - 20,400 sf - 1 Story



Option 3: This option was not preferred due to delivery trucks coming into the campus.

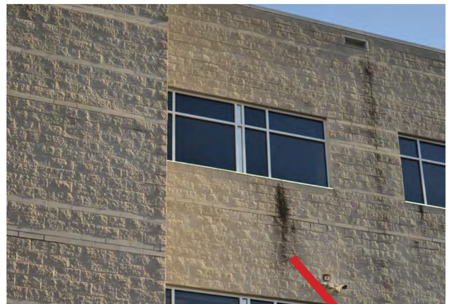


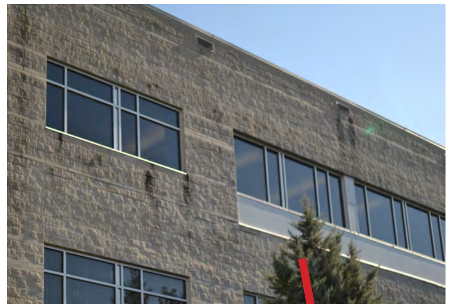

Facade improvements required

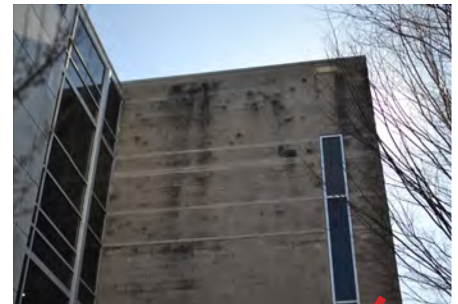

Facade improvements required


Facade improvements required


Facade improvements required

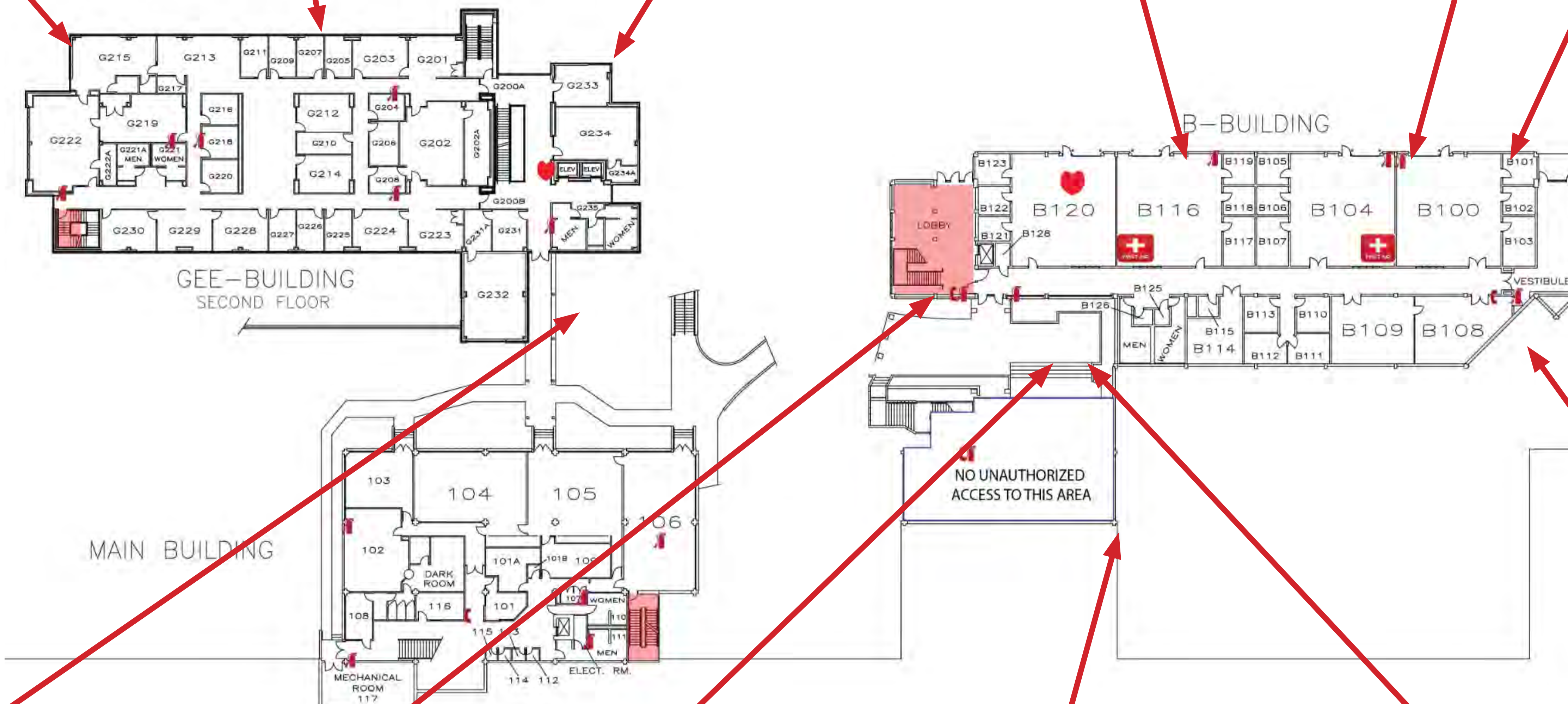

Water stains on facade


Water stains on facade


Water stains on facade

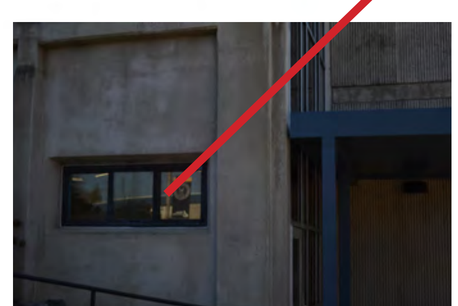

Concrete material stains


Concrete material stains



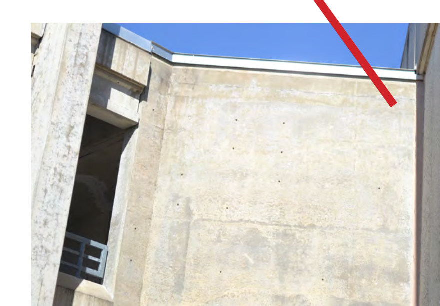

Landscape to be updated


Application of exterior treatments


Windows to be replaced

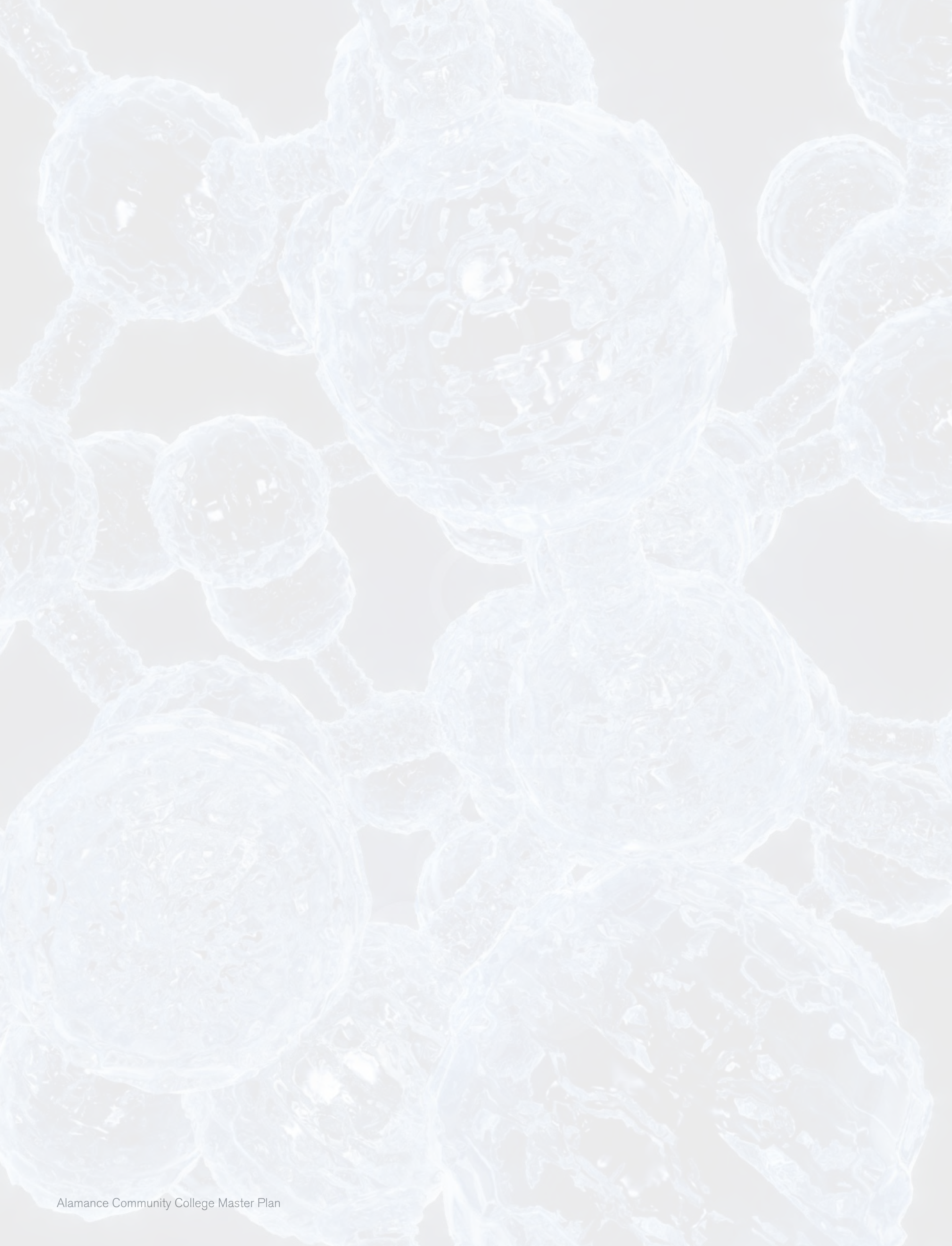

Consolidate Receiving


Concrete material stains


Concrete material stains

OPTION	DESCRIPTION	NEW SF	NEW BUILD COST	RENOVATION / DEMOLITION SF	RENOVATION / DEMOLITION COST	TOTAL	NOTES
1	New Health Sciences Building	48,000	$32,400,000	31,420 Renovation	$14,845,950	**$47,245,950**	Renovation of Powell is optional. Programs displaced from Powell are to be backfilled with science programs. Any demolition is included in the renovation cost.
1A	Health Sciences - Addition to Powell	33,000	$22,275,000	15,000 Renovation	$7,087,500	**$29,362,500**	Renovation of Powell is necessary. Programs displaced from Powell are to be backfilled with science programs. Any demolition is included in the renovation cost.
1	New Student Support Services Building	6,825	$3,071,250	0	0	**$3,071,250**	New 1-story building dedicated to Student Support Services.
1A	Student Support Services - Addition to SSC	6,825	$2,900,625	300 Renovation	$89,250	**$2,989,875**	Addition to the existing Student Services Center.
1	New Corporate Ed / Conference Center, with the inclusion of expanded parking + Student Support Services	26,900	$14,795,000	4,560 Demolition	$77,520	**$14,872,520**	Demolition of the two existing facilities buildings is required. The Scott Collection with a dry sprinkler system and humidity control is included.
4	New Corporate Ed / Conference Center, with the inclusion of expanded parking	20,000	$11,000,000	4,560 Demolition	$77,520	**$11,077,520**	Demolition of the two existing facilities buildings is required. The Scott Collection with a dry sprinkler system and humidity control is included. Student Support Services is not included in this option.
1	New Campus Facilities Building	20,400	$8,160,000	4,560 Demolition	$77,520	**$8,237,520**	Demolition of the two existing facilities buildings is optional.
1	AATC Welding Booths	0	0	960 Renovation	$556,800	**$556,800**	Renovation of the welding booths.
1	Dental Phase 1	0	0	6,600 Renovation	$1,584,000	**$1,584,000**	This cost does not include owner supplied equipment.
2	Dental Phase 2 - Daycare Renovation	0	0	5,900 Renovation	$885,000	**$885,000**	This cost does not include owner supplied equipment.
	Window Replacements	0	0	0	0	**$2,900**	Unit Price for 6x6 windows.
	Exterior Upgrades - Main Building	0	0	80,330 Renovation	$803,300	**$803,300**	
	Exterior Upgrades - A Building	0	0	20,100 Renovation	$201,000	**$201,000**	

Prices quoted are for calendar year 2025. For every year beyond, 6% should be added.
All prices quoted do not include owner supplied equipment.




ALAMANCE COMMUNITY COLLEGE
MASTER PLAN

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

CAPITAL IMPROVEMENT PROJECT APPROVAL

AMENDED #1

Is this the Final 3-1 Project Closeout? No

College	Alamance Community College		
Project Name	CAMPUS WAYFINDING EXTERIOR SIGNAGE REPLACEMENT PROJECT	**NCCCS Project No.**	2828
Campus	1001 Alamance CC - Main Campus	**County**	Alamance

I. TYPE OF PROJECT:

Renovation of Existing Facility

II. REASON FOR AMENDMENT:

Please detail the reason for this amendment. If scope change, description must include all pertinent information regarding the project (scope of work, square footage, etc.). Include any variances from the original project description. If budget change, describe the need for change (bids came in higher, identifying undetermined funds, increase due to increase scope of work, etc.).

Insert project and amendment description here.

Minor change in the scope of work to include the Dillingham Campus in addition to original scope which only included the Main Campus of ACC. Scope will include the addition of up to 10 additional exterior wayfinding signs. No change to the current approved budget.

☑ **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 CI Guide.

This form was prepared by:

Name: Thomas M. Hartman

Signature:

Contact Number: 336-506-4201

Date: 9/3/2025

CPC Signature:

III. ESTMATED COST OF PROJECT:

	Prior Budget	Changes/ Amended	Current Budget
A. PRE-CONSTRUCTION COSTS			
1. Site Grading and Improvements (not in III B)			
2. Demolition (not in III B)			
Subtotal "A"	0.00	0.00	0.00
B. CONSTRUCTION			
1. Design Fee	300.00		300.00
2. Construction....	255,761.00		255,761.00
3. Construction Contingency	8,034.00		8,034.00
4. Other Contracts			
5. Other Fees	38,505.00		38,505.00
Subtotal "B"	302,600.00	0.00	302,600.00
C. Other Costs			
1. Initial Equipment....			
2. Work Performed by Owner			
Subtotal "C"	0.00	0.00	0.00
TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)	**$302,600.00**	**$0.00**	**$302,600.00**

IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:

	Prior Funds	Changes	Current Funds
A. NON-STATE FUNDS			
1. County Appropriated			
2. County Bonds			
3.			
4.			
5.			
Subtotal "A"	**0.00**	**0.00**	**0.00**
B. STATE FUNDS (Handled locally by college - not reimbursed through System Office)			
1.			
2.			
3.			
Subtotal "B" *Must be used on same OSBM SCIF Project	**0.00**	**0.00**	**0.00**
C. STATE FUNDS (Reimbursed by the System Office)			
1. Budget Code 42120 New SCIF $400M	302,600.00		302,600.00
2. Budget Code			
3. Budget Code			
4. Budget Code			
Subtotal "C"	**302,600.00**	**0.00**	**302,600.00**
Total Sources of Funds Available (IV A, B, C)	**302,600.00**	**0.00**	**302,600.00**
D. UNIDENTIFIED FUNDS			
1. Unidentified Funds (Do not include on the NCCCS 2-16)			
Subtotal "D"	**0.00**	**0.00**	**0.00**
Total Sources of Funds Including Unidentified	**$302,600.00**	**$0.00**	**$302,600.00**

0

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 **$302,600.00** 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 **2/12/2024**

- [x] 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.

- [x] 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: 2828 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 Susan R Evans
Print Name Susan R Evans
Date 2/21/24

(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 Susan R Evans
Print Name Susan R Evans
Date 2/21/24

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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

Alamance Community College
2828

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

Date: 9/12/2020 **Project Name:** CAMPUS WAYFINDING EXTERIOR SIGNAGE REPLACEM

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.

Susan R Evans Finance Officer

County Manager/Finance Officer

3-1 Attachment
Local Certification of Support

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

CAPITAL IMPROVEMENT PROJECT APPROVAL

Final Project Closeout

AMENDED #2

Is this the Final 3-1 Project Closeout? Yes

College Alamance Community College

Project Name Elevated Bridge Walkway Repair and Renovation Project

NCCCS Project No. 2558

Campus 1001 Alamance CC - Main Campus

County Alamance

I. TYPE OF PROJECT:

Infrastructure Repair

II. REASON FOR AMENDMENT:

Please detail the reason for this amendment. If scope change, description must include all pertinent information regarding the project (scope of work, square footage, etc.). Include any variances from the original project description. If budget change, describe the need for change (bids came in higher, identifying undetermined funds, increase due to increase scope of work, etc.).

Insert project and amendment description here.

CLOSE OUT PROJECT: OBLIGATIONS SATISFIED

- **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 CI Guide.

This form was prepared by:

Name: Matthew Banko

Signature:

Contact Number: 336-506-4414

Date:

CPC Signature:

Alamance Community College

2558

III. ESTMATED COST OF PROJECT:

A. PRE-CONSTRUCTION COSTS	Prior Budget	Changes/ Amended	Current Budget
1. Site Grading and Improvements (not in III B)			
2. Demolition (not in III B)			
Subtotal "A"	**0.00**	**0.00**	**0.00**
B. CONSTRUCTION			
1. Design Fee		31,090.00	31,090.00
2. Construction...	200,000.00	(147,975.00)	52,025.00
3. Construction Contingency		0.00	
4. Other Contracts	51,250.00	(51,250.00)	
5. Other Fees			
Subtotal "B"	**251,250.00**	**(168,135.00)**	**83,115.00**
C. Other Costs			
1. Initial Equipment...			
2. Work Performed by Owner			
Subtotal "C"	**0.00**	**0.00**	**0.00**
TOTAL ESTIMATED COST OF PROJECT (Sum of III A, B, C)	**$251,250.00**	**($168,135.00)**	**$83,115.00**

IV. SOURCES OF FUNDS IDENTIFIED FOR THIS PROJECT:

A. NON-STATE FUNDS	Prior Funds	Changes	Current Funds
1. County Appropriated			
2. County Bonds			
3.			
4.			
5.			
Subtotal "A"	**0.00**	**0.00**	**0.00**
B. STATE FUNDS (Handled locally by college - not reimbursed through System Office)			
1.			
2.			
3.			
Subtotal "B"	**0.00**	**0.00**	**0.00**
C. STATE FUNDS (Reimbursed by the System Office)			
1. Budget Code 46620 R&R Connect NC Bon	70,810.00		70,810.00
2. Budget Code 42160 R&R SCIF Connect N	180,440.00	(168,135.00)	12,305.00
3. Budget Code			
4. Budget Code			
Subtotal "C"	**251,250.00**	**(168,135.00)**	**83,115.00**
Total Sources of Funds Available (IV A, B, C)	**251,250.00**	**(168,135.00)**	**83,115.00**
D. UNIDENTIFIED FUNDS			
1. Unidentified Funds (Do not include on the NCCCS 2-16)			
Subtotal "D"	**0.00**	**0.00**	**0.00**
Total Sources of Funds Including Unidentified	**$251,250.00**	**($168,135.00)**	**$83,115.00**

0

Alamance Community College
2558

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 **$83,115.00** 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 ______________________ .

- As part of this certification, the Board of Trustees certify that any equipment purchased with the Connect NC Bond Funds must have a useful life of 10+ years.

- As part of this certification, the Board of Trustees acknowledge that furniture is not an allowable expense as part of a capital project funded by Connect NC Bond Funds, therefor will not be reimbursed.

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

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

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

____

Chairman - Board of Trustees

____

Chief Administrative Officer/President

Alamance Community College
2558

VI. CERTIFICATION AS TO AVAILABILITY OF LOCAL SUPPORT AND FUNDS

Certification 1.

I certify that I have examined this application for the project no: 2558 from Alamance Community College and if shown, county funds in the amount of $0 are available for the planning and construction of this project.

Signature ______________________

Title ______________________

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, Page 5) it is estimated that the college will expend an additional **$0** 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.

Signature ______________________________

Title ______________________________

Date ______________________________

===

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

(Note: Required only for construction on a new site or where 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

Alamance Community College
2558

VIII. CERTIFICATION OF LOCAL BUDGET SUPPOR ESTIMATED OPERATING/UTILITY ANNUAL COS FOR CAPITAL IMPROVEMENT PROJECT

Date: ______________________________ **Project Name:** **Elevated Bridge Walkway Repair and Renovation Pro**

College: **Alamance Community College** **Project Completion Date:** ______________________________

Contact Name: ______________________________

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	$0	$0	$0	$0	$0	$0
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 (used in Section VI of the 3-1					$0
I certify that the county has reviewed this information as a part of the approval proce						

County Manager/Finance Officer

3-1 Attachment

Local Certification of Support

SEPTEMBER 2025 SUMMARY
BOND AND CAPITAL IMPROVEMENT PROJECTS

BOND PROJECTS	**STATUS SUMMARY**
Public Safety Training Center	
Green Level Site:	Landscaping and permanent seeding continues at the site. AT&T has installed the fiber communications. All final local inspections are being reviewed and consolidated for the final State Construction inspection process. The waterline was tied in on 8/27/25. Key next steps with the waterline will be testing, chlorination, inspections, setting the water meter as well as sewer line testing and inspection all to be completed by 9/11/25. The life safety water tank will be filled and fire suppression pump and tank testing will be completed by 9/16/25. Furniture installation will be completed by 9/23/25.
Burlington Site:	A pre-construction meeting was held with Central Builders, Moseley Architects and State Construction on 9/2/25 to coordinate the Notice to Proceed as well as other key dates for the project.

CAPITAL PROJECTS	STATUS SUMMARY
Campus Exterior Wayfinding Project	College administration has requested an amendment of the 3-1 to include additional signage at DC campus. Once approved by the Board of Trustees, we will request approval by the Systems Office.
Veterinary Medical Technology Barn Project	The stakeholder committee met on 8/29/25 to finalize site and civil recommendations. Hobbs is scheduled to have the "pre-design programming" portion of their work complete by early to mid-September.
Third Floor Biotechnology COE Upfit Project	Construction drawings were submitted to State Construction on 8/13/25. We expect comments back by mid-October and believe we may be able to bid the project in early November, which is earlier than originally anticipated. We are still on track to begin construction at the start of 2026 with project completion by August 1st in time for the fall 2026 semester.
Tech Infrastructure Replacement Project	As part of the infrastructure project, data is scheduled to go live at Public Safety Training Center 8/29/25.
Facilities Master Plan Revision	The master plan has been completed by the design team and reviewed by College leadership.

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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 2026				
	As of August 31, 2025				
1	County Capital--Carry-forward Unspent Fund Balance	Budget	Actual	Remainder	
a.	savings (i.e. unspent allocation) from various projects	152,850	2,989	149,861	
		152,850	2,989	149,861	
2	County Capital--FY 2025 Allocation	Budget	Actual	Remainder	
a.	Various Campus Renovations & Repairs: painting, plumb	30,000	19,060	10,940	
b.	Roofing Preventative Maintenance Year 5	17,000		17,000	Approved BOT Capital
c.	Eastbound Interchange Exit 150 Beautification Project	1,700	1,700	-	Approv'd Oct 2024
d.	Building Pressure Washing	20,000	18,150	1,850	Continued from 2025
e.	DC Kitchenette Remodel	2,393	2,393	-	
f.	B Bldg Soffit Sealing Repair	14,000		14,000	Continued from 2025
g.	Foundation Carpet	6,644		6,644	In progress
h.	savings (i.e. unspent allocation) from various projects	444,263		444,263	
		536,000	41,303	494,697	
3	GLS	Budget	Total Expended	Remainder	
a.	Biotechnology Center of Excellence and Parking	19,460,043	19,460,043	-	$16,510,212 County Bonds $2,942,881 SCIF (*FY22*)+$206,949 FF&E
b.	Student Services Center	6,703,500	6,703,500	-	$6,703,500 County Bonds
c.	Public Safety Training Center	24,607,664	21,256,594	3,351,070	$13,350,218 County Bonds; $5,306,946 ($2,000,000 + $3,306,946+450,500) County Capital Reserves and $5,500,000 OSBM SCIF
d.	Main, Powell, & Gee Buildings-Classrooms, Labs, Offices, Library/Nursing/Childcare Updates	5,088,981	5,088,981	-	$3,036,070 County Bonds; $652,911 ($500,000 + $152,911) County Capital Reserves; and $1,400,000 SCIF FY22
		55,860,188	52,509,118	3,351,070	$39.6M County bonds, $5.9M Cty Reserves $2.942 SCIF, $5.5M State
4	Non-County Projects (federal, state, local grants)	Budget	Total Expended	Remainder	
a.	HVAC Replacement - IT Server Room	203,430	178,000	25,430	Appr'vd Oct 22; Cannon Grant of $187,000 awarded Jan 2023
b.	Covington Educaton Center: Utility Upgrades	380,550	376,706	3,844	Appr'vd $380,550 with $347,354 via Grant: NC Tobacco Trust Fund Commission and $33,196 of SCIF $1.25M project
c.	Horticulture Technology Storage Building Project	153,800	145,522	8,278	State: (SCIF FY22) Appr'vd Oct 22
d.	Campus Exterior Wayfinding Project	302,600	199,323	103,277	Appr'vd Feb 24 (SCIF)
e.	Veterinary Medical Technician Instructional Barn	1,250,000	23,400	1,226,600	Appr'vd Mar 2024 ($1M Golden LEAF & $250k SCIF)
f.	AATC Centralized Welding System Project	448,276	438,276	10,000	Appr'vd Mar 2024 ($280,000 Cannon Grant & $168,276 SCIF)
g.	Technology Infrastructure Project	1,500,000	808,650	691,350	Appr'vd May 2024 NCCCS SCIF
h.	NCDEQ EV Grant	79,104	79,104	(0)	Appr'vd June 2024
i	BioTech Center Third Floor Uplift	2,542,000	59,076	2,482,924	Appr'vd August 2024 NCCCS SCIF
j	Savings (i.e. Unspent Allocation) from Various Projects	1,622,028	-	1,622,028	State: (SCIF FY22 & FY23 & FY24 & FY25 allocation)
		8,481,788	2,308,058	6,173,730	
	TOTAL CAPITAL PROJECTS	62,964,535	#REF!		
	Funds Available for Future Projects	2,066,291			

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
1/11/2022	Main, Powell & Gee Buildings - Classroom, Offices, Library Renovation and Childcare Updates Project	Moseley Architects	Design services	$ 222,475
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
5/31/2023	Main, Powell, Gee - Nursing Expansion/Library Project	ECS Southeast , LLP	Hazordous Materials Surevy - Main Building	$ 2,800
6/1/2023	Main, Powell, Gee - Nursing Expansion/Library Project	Associated Fire Protection, Inc	Fire flow testing	$ 2,400
6/27/2023	Main, Powell, Gee - Nursing Expansion/Library Project	ECS Southeast , LLP	Asbestos plans and specifications, air monitoring, final reports	$ 21,625
7/25/2023	Public Safety Training Center Project	Moseley Architects	Design services amendment - commissioning services	$ 22,340
9/15/2023	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Central Builders of Mebane	General contractor for construction project	$ 3,408,900
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
4/25/2024	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Alfred Williams & Company	Furniture for Academic Support Center - Main Building (State Contract)	$ 103,878
4/25/2024	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Alfred Williams & Company	Furniture for Nursing expansion - Powell Building (State Contract)	$ 200,259
5/1/2024	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Alfred Williams & Company	Furniture for Library - Gee Building (State Contract)	$ 475,192

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
6/10/2024	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Alfred Williams & Company	Furniture for Main Building Classrooms, Labs, Offices (State Contract)	$	714,892
6/7/2024	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Teklinx, Inc	AV equipment for classrooms and labs in Main, Powell and Gee Buildings	$	103,715
10/1/2024	Main, Powell and Gee Buildings: Classroom, Lab, Offices, Library Renovations/Nursing Expansion/Childcare Updates Project	Moseley Architects	Design amendment #1 for additional design required for fire alarm devices, emergency lighting and exit lighting in areas outside of original scope (required by State Construction).	$	8,130
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

ALAMANCE COMMUNITY COLLEGE

Budget and Financial Information

For the

Month Ending

Aug-25

Alamance Community College -- Budget and Financial Information
For the Month Ending August 31, 2025
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 August 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 Activity Report
- Exhibit D – Institutional Accounting Fund: Year-to-Date Budget 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 13.71% of the State budget with 16.67% of the year completed. Additional allocations and grants continue to support the budget needs for fiscal year 2025-2026.
- Exhibit B—County Accounting Fund: The College is on track for a balanced County budget in fiscal year 2025-2026 with 16% spent through August.
- Exhibit C— Institutional Accounting Fund Balance: The College has Institutional funds available to support items not supported by state and county funds. The bookstore is negative at this time because financial aid will not post until September. Funds are owed for federal grants and capital projects due to timing differences.
- Exhibit D—Institutional Accounting Budet Summary: The college spent 1.8 million in Institutional funds through August. The largest expense is for reimbursed capital projects. The college paid Bibliu the estimated amount in August. ACC will receive financial aid funds in September to cover the expense.
- 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 Instititutional funds with unplanned negative balances to report.

Exhibit A - State Funds

Division	Budget	Actual	Remaining	%	Prior Year
Executive Management	1,400,000.00	245,953.85	1,154,046.15	17.57%	1,559,062.00
Financial Services	1,550,000.00	221,714.11	1,328,285.89	14.30%	1,733,999.00
General Administration	2,400,000.00	410,053.79	1,989,946.21	17.09%	1,990,664.00
Information Systems	1,700,000.00	313,115.55	1,386,884.45	18.42%	1,625,365.00
Institutional Support	**7,050,000.00**	**1,190,837.30**	**5,859,162.70**	**16.89%**	**6,909,090.00**
Curriculum Instruction	16,960,000.00	2,074,146.59	14,885,853.41	12.23%	14,954,693.00
Curriculum Support	1,524,000.00	256,610.41	1,267,389.59	16.84%	1,325,333.00
BioBetter	300,000.00	47,907.13	252,092.87	15.97%	502,785.00
Curriculum	**18,784,000.00**	**2,378,664.13**	**16,405,335.87**	**12.66%**	**16,782,811.00**
Occupational Ext. Instruction	2,010,000.00	315,289.40	1,694,710.60	15.69%	1,793,474.00
Continuing Education Support	1,200,000.00	214,103.61	985,896.39	17.84%	1,073,985.00
Occupational Ext. Support	1,220,000.00	168,369.85	1,051,630.15	13.80%	1,058,441.00
Continuing Education	**4,430,000.00**	**697,762.86**	**3,732,237.14**	**15.75%**	**3,925,900.00**
Adult Basic Education/ESL	1,000,000.00	206,327.54	793,672.46	20.63%	1,531,367.00
Adult Basic Education Title 2 Sec 231	415,782.00	31,437.37	384,344.63	7.56%	0.00
WIOA Title 2 AELFA Sec 243	112,318.00	17,435.55	94,882.45	15.52%	0.00
Integrated Education(IET)	100,000.00	0.00	100,000.00	0.00%	0.00
Literacy Special Programs	149,000.00	2,019.51	146,980.49	1.36%	134,470.00
Expansion Apprenticeship Program	184,871.00	43,811.44	141,059.56	23.70%	59,960.00
College and Career Readiness	**1,777,100.00**	**301,031.41**	**867,267.13**	**16.94%**	**1,725,797.00**

Budget and Financial Information
Year-to-Date
August 2025

Exhibit A - State Funds

Division	Budget	Actual	Remaining	%	Prior Year
Small Business Centers	181,000.00	16,964.31	164,035.69	9.37%	180,747.00
Customized Training	60,000.00	30,371.74	29,628.26	50.62%	234,544.00
FIT - State Appropriation	240,000.00	6,681.51	233,318.49	2.78%	0.00
FIT-State App Instruction	500.00	294.10	205.90	58.82%	0.00
Industry Support	**481,500.00**	**54,311.66**	**427,188.34**	**11.28%**	**415,291.00**
Library/Learning Center	**570,000.00**	**80,654.98**	**489,345.02**	**14.15%**	**558,349.00**
Student Services	3,095,000.00	500,939.54	2,594,060.46	16.19%	2,723,854.00
IDD Training (Devt Disab)	194,000.00	30,194.70	163,805.30	15.56%	194,000.00
Childcare	57,000.00	0.00	57,000.00	0.00%	54,036.00
Scholarships	25,355.00	0.00	25,355.00	0.00%	42,022.00
Student Services	**3,371,355.00**	**531,134.24**	**2,840,220.76**	**15.75%**	**3,013,912.00**
Equipment	1,812,000.00	14,010.00	1,797,990.00	0.77%	2,348,582.00
Books	49,000.00	6,249.18	42,750.82	12.75%	47,315.00
Capital Outlay	**1,861,000.00**	**20,259.18**	**1,840,740.82**	**1.09%**	**2,395,897.00**
Grand Total	**38,324,955.00**	**5,254,655.76**	**32,461,497.78**	**13.71%**	**35,727,047.00**

Budget and Financial Information
Year-to-Date
August 2025

Exhibit B - County Funds

Division	Budget	Actual	Remaining	%	Prior Year
Executive Management	**658,685.00**	**339,144.28**	**319,540.72**	**51.49%**	587,375.00
Plant Maintenance	704,425.00	122,576.88	581,848.12	17.40%	3,181,915.00
Plant Operation	3,573,272.00	394,282.14	3,178,989.86	11.03%	799,030.00
Facilities Services	**4,277,697.00**	**516,859.02**	**3,760,837.98**	**12.08%**	**3,980,945.00**
Capital Projects	536,000.00	41,303.07	494,696.93	7.71%	355,618.00
Capital Carryforward	152,650.00	2,989.00	149,661.00	1.96%	51,472.00
Capital Outlay	**688,650.00**	**44,292.07**	**644,357.93**	**9.66%**	**407,090.00**
Grand Total	**5,625,032.00**	**900,295.37**	**4,230,039.70**	**16.01%**	**4,975,410.00**

Alamance Community College
Institutional Funds Balance
YTD August 2025

Exhibit C

Department	Beginning	Revenues	Expenses	Balance
Bookstore	$ 1,605,536.52	$ 200,824.93	$ (397,935.00)	$ 1,408,426.45
Proprietary Funds	$ (3,340.88)	$ 1,835.00	$ (1,056.31)	$ (2,562.19)
Unrestricted	$ 470,785.76	$ 17,332.91	$ (37,084.24)	$ 451,034.43
Vending	$ 46,803.41	$ 793.06	$ (6,533.39)	$ 41,063.08
College Funds	$ 2,119,784.81	$ 220,785.90	$ (442,608.94)	$ 1,897,961.77
College Fees	$ 555,318.21	$ 55,585.86	$ (36,263.00)	$ 574,641.07
Course Fees	$ 746,020.88	$ 89,660.67	$ (31,869.21)	$ 803,812.34
Live Projects	$ 62,570.59	$ 4,357.00	$ (123.40)	$ 66,804.19
Self-Supporting	$ 248,876.84	$ 18,415.09	$ 5,534.67	$ 272,826.60
College Support Funds	$ 1,612,786.52	$ 168,018.62	$ (62,720.94)	$ 1,718,084.20
Federal Grants	$ 13,931.55	$ 134,464.09	$ (190,833.31)	$ (42,437.67)
Grants	$ 5,873.03	$ -	$ (4,234.79)	$ 1,638.24
State Grants	$ 1,242,342.54	$ 13,800.00	$ (45,067.96)	$ 1,211,074.58
Grants	$ 1,262,147.12	$ 148,264.09	$ (240,136.06)	$ 1,170,275.15
Federal Scholarships	$ (23,904.46)	$ 69,147.00	$ (8,543.37)	$ 36,699.17
Financial Aid	$ 175,459.62	$ -	$ (326.98)	$ 175,132.64
State Scholarships	$ 310,041.09	$ 8,572.00	$ (16,885.90)	$ 301,727.19
Financial Aid and Scholarships	$ 461,596.25	$ 77,719.00	$ (25,756.25)	$ 513,559.00
Loans	$ (8,104.68)	$ -	$ -	$ (8,104.68)
Student Gov't Assoc.	$ -	$ -	$ (12,002.49)	$ (12,002.49)
Student Funds	$ (8,104.68)	$ -	$ (12,002.49)	$ (20,107.17)
Capital Assets	$ 86,259,726.74	$ -	$ -	$ 86,259,726.74
Capital Projects	$ 262,218.33	$ 455,272.99	$ (1,059,881.88)	$ (342,390.56)
Capital Funds	$ 86,521,945.07	$ 455,272.99	$ (1,059,881.88)	$ 85,917,336.18
Grand Total	**$ 91,970,155.09**	**$ 1,070,060.60**	**$ (1,843,106.56)**	**$ 91,197,109.13**

Alamance Community College
Institutional Funds Budget
YTD August 2025

Exhibit D

Department	Revenues	Budget	Remaining	Prior Year
Bookstore	$ 200,824.93	$ 1,200,000.00	$ 999,175.07	
Proprietary Funds	$ 1,835.00	$ 100,000.00	$ 98,165.00	
Unrestricted	$ 17,332.91	$ 200,000.00	$ 182,667.09	
Vending	$ 793.06	$ 10,000.00	$ 9,206.94	
College Funds	$ 220,785.90	$ 1,510,000.00	$ 1,289,214.10	$ 658,998.00
College Fees	$ 55,585.86	$ 160,000.00	$ 104,414.14	
Course Fees	$ 89,660.67	$ 125,000.00	$ 35,339.33	
Live Projects	$ 4,357.00	$ 20,000.00	$ 15,643.00	
Self-Supporting	$ 18,415.09	$ 20,000.00	$ 1,584.91	
College Support Funds	$ 168,018.62	$ 325,000.00	$ 156,981.38	$ 121,868.00
Federal Grants	$ 134,464.09	$ 500,000.00	$ 365,535.91	
Grants	$ -	$ 50,000.00	$ 50,000.00	
State Grants	$ 13,800.00	$ 400,000.00	$ 386,200.00	
Grants	$ 148,264.09	$ 950,000.00	$ 801,735.91	$ 903,726.00
Federal Scholarships	$ 69,147.00	$ 150,000.00	$ 80,853.00	
Financial Aid	$ -	$ 9,000,000.00	$ 9,000,000.00	
State Scholarships	$ 8,572.00	$ 200,000.00	$ 191,428.00	
Financial Aid and Scholarships	$ 77,719.00	$ 9,350,000.00	$ 9,272,281.00	$ 8,188,520.00
Loans	$ -	$ -	$ -	$ -
Student Gov't Assoc.	$ -	$ 90,000.00	$ 90,000.00	
Student Funds		$ 90,000.00		$ 85,000.00
Capital Projects	$ 455,272.99			
Capital Funds	$ 455,272.99	$ 5,745,486.00	$ 4,685,604.12	$ 19,106,762.00
Grand Total	**$ 1,070,060.60**	**$ 17,970,486.00**	**$ 16,205,816.51**	**$ 29,064,874.00**

Alamance Community College
Institutional Funds
YTD August 2025

Department	Beginning	Revenue	Expenses	Balance	
Biblui Bookstore Charges	9,478.26	189,845.24	(398,210.00)	(198,886.50)	Financial Aid Posts in Sept
Bookstore	1,596,058.26	10,979.69	275.00	1,607,312.95	
Child Care	(30,287.76)	0.00		(30,287.76)	
Duplicating Center	17,720.45	10.00	(378.21)	17,352.24	
Graduation	9,226.43	1,825.00	(678.10)	10,373.33	
Administrative Services	98.30		(93.55)	4.75	
Capital Investments Fund	264,690.77	13,081.29		277,772.06	
Continuing Education	564.45			564.45	
Curriculum	(1,017.41)		(2,049.50)	(3,066.91)	
Executive Vice President	4,576.84		(170.32)	4,406.52	
Fiscal Services	112,218.26	4,233.48	15,147.53	131,599.27	
Learning Resource Center	1,074.70	18.14		1,092.84	
Lost Revenues-Instituional	6,301.37			6,301.37	
Lost State Revenue	38,582.27		(563.23)	38,019.04	
Presidents Office	(2,463.41)		(23,029.80)	(25,493.21)	Foundation Receivable
Public Information & Marketing	3,555.93		(16,105.37)	(12,549.44)	Foundation Receivable
State Replacement	(884.54)			(884.54)	
Thigpen Trust	43,488.23		(10,220.00)	33,268.23	
Snack Bar	46,803.41	793.06	(6,533.39)	41,063.08	
College Funds	**2,119,784.81**	**220,785.90**	**(442,608.94)**	**1,897,961.77**	
CE Technology Fee		0.00		0.00	
Curriculum CAPS Fee	176,325.81	12,164.48		188,490.29	
Curriculum Technology Fee	137,711.90	17,502.49		155,214.39	
Student Activity Fee - CU	229,263.56	23,655.92	(36,263.00)	216,656.48	
Traffic Control, Parking and S	12,016.94	2,262.97		14,279.91	
Advertising Graphics Technolog		825.00		825.00	
Agriculture		450.00		450.00	
Automotive Technology	(6,222.69)	1,390.00		(4,832.69)	
Beauty Professional	2,880.00	7,600.00		10,480.00	
Biotechnology	3,474.37	700.00	(5,978.52)	(1,804.15)	
BLET Uniforms		174.00		174.00	
Computer Aided Drafting Tech		340.00		340.00	
Con-Ed Fees - Public Safety	112,066.58	3,921.53		115,988.11	
Con-Ed Fees - Special Programs	22,408.45	1,103.45		23,511.90	
Cosmetology	171,136.49	12,010.77	(2,009.98)	181,137.28	
Criminal Justice	600.00	200.00		800.00	
Culinary Technology	(869.29)	320.00	(6.69)	(555.98)	
Dental Assistant	86,732.85	4,384.00	(548.86)	90,567.99	
Emergency Medical Science	8,641.00	(6,799.20)		1,841.80	
EMS - Burlington			(22.00)	(22.00)	
EMS-Graham	23,514.51		2,554.00	26,068.51	
Health Care	25.00	2,542.00		2,567.00	
Humanities & Fine Arts		250.00		250.00	
Law Enforcement - Cont Edu			(882.06)	(882.06)	
Machining		1,480.00		1,480.00	
Mechatronic/Industrial Systems		2,900.00		2,900.00	
Medical Assistant	17,088.88	1,483.00		18,571.88	
Medical Lab Technician	6,014.47	428.62		6,443.09	
Misc Curriculum Fees	12,216.46	5.00		12,221.46	
Natural Sciences	16,335.83	4,730.00		21,065.83	
Non-FTE/ Self-Supporting		720.00		720.00	
Nurse Aide	14,211.20	4,230.60		18,441.80	
Nursing	13,505.14	21,160.60	(24,150.49)	10,515.25	
Occupational Extension	212,017.99	1,970.30		213,988.29	

Alamance Community College
Institutional Funds
YTD August 2025

Department	Beginning	Revenue	Expenses	Balance	
Pottery		2,530.00		2,530.00	
Professional Development& CEUs		1,470.00		1,470.00	
Professional Dog Grooming	782.00	6,256.00	(1,505.76)	5,532.24	
Special Programs	29,461.64	1,530.00	681.15	31,672.79	
Trade & Industry		240.00		240.00	
Vet Tech - HCWF		150.00		150.00	
Welding		8,965.00		8,965.00	
Animal Care and Management	392.58		0.00	392.58	
Culinary Food Service	33,264.70	2,135.00		35,399.70	
Massage Therapy	28,913.31	2,222.00	(123.40)	31,011.91	
Comm Svc - Graham - Fee Supp	7.52	0.00		7.52	
Comm Svc - Graham - Self Supp	157,317.95	11,069.00	31,283.19	199,670.14	
Comm Svc- Self Supp - Jail	6,218.89			6,218.89	
Continuing Educ Service Fees	43,328.35	4,343.15		47,671.50	
OE Self Supp	15,470.51	3,355.94	(5,541.42)	13,285.03	
Summer Camp	26,533.62	(353.00)	(20,207.10)	5,973.52	
College Support Funds	**1,612,786.52**	**168,018.62**	**(62,720.94)**	**1,718,084.20**	
ACE Grant	12,550.34	11,944.38	(26,893.75)	(2,399.03)	
AEFLA Section 243	(3,523.54)		45.30	(3,478.24)	
AJOBS-Impact Alamance	(3,614.30)			(3,614.30)	Grant Receivable
AJOBS-JCPC Grant	(29,414.55)	23,246.71	(13,301.75)	(19,469.59)	Grant Receivable
BioWorks Federal Grant	(652.75)			(652.75)	
SIP - PACE Program	(6,999.20)		(55,632.64)	(62,631.84)	Federal Funds Receivable
Steps4Growth Fed Grant (ARP)	(12,217.67)		(39,855.77)	(52,073.44)	Federal Funds Receivable
TRIO Student Support Services	(26,767.51)		(40,483.75)	(67,251.26)	Federal Funds Receivable
AgSouth Grant	610.49			610.49	
America 250 Grant	4,494.55		(1,388.58)	3,105.97	
Nonprofit VOTE	1,294.09			1,294.09	
NSF Mentor Connect	(526.10)		(2,846.21)	(3,372.31)	
Finish line grant emer 22-23	(2,000.00)			(2,000.00)	
NC BOOST	457,479.00		(34,083.11)	423,395.89	
NCCCS Glaxo Early childhood Sc	500.00			500.00	
NCCCS Glaxo Teacher Promise Sc	1,410.00			1,410.00	
Underserved Student Adv Outrea	(1,905.00)			(1,905.00)	
Adult Learner Project Program	5,453.30			5,453.30	
Criminal Justice Fellow schola	(1,973.61)			(1,973.61)	
C-Step Grant	(8,052.83)		(1,034.48)	(9,087.31)	UNC Receivable
Cyberskills Grant	704.28			704.28	
Digital Navigator Grant	13,534.91		(12,879.12)	655.79	
Firehouse Public Safety Grant	(1,863.59)		(76.69)	(1,940.28)	
Goldenleaf-Pract Nursing Grnt	(1,137.90)			(1,137.90)	
Governors Crime Commission	(14,732.25)	13,800.00	3,005.44	2,073.19	
Natl Coll. Landscape Competiti	4,311.45			4,311.45	
NC Agventures (grant JH)	3,179.78			3,179.78	
NCSU Federal Biotech 5 yrGrant	43,024.66			43,024.66	
NEXT NC Acceleration Grant	202.06			202.06	
Our State Our Work OSOW Grant	1,783.61			1,783.61	
TECAT State Funds	753,627.60			753,627.60	
Technology Grant	(11,202.93)			(11,202.93)	Grant Receivable
Grants	**1,262,147.12**	**148,264.09**	**(240,136.06)**	**1,170,275.15**	
CARES Institutional Relief	(250.00)			(250.00)	
CARES Student Relief	14,871.34			14,871.34	
FELS			0.00	0.00	

Alamance Community College
Institutional Funds
YTD August 2025

Department	Beginning	Revenue	Expenses	Balance	
Pell 2007 - 2008	835.88		0.00	835.88	
Pell 2011 - 2012	(5,784.17)			(5,784.17)	
Pell 2012 - 2013	(5,785.81)			(5,785.81)	
Pell 2013 - 2014	0.20			0.20	
Pell 2017 - 2018	913.14			913.14	
Pell 2023-2024	(682.62)			(682.62)	
Pell 2024 - 2025	(49,200.60)		(7,843.37)	(57,043.97)	Federal Funds Receivable
SEOG	21,178.18	69,147.00	(700.00)	89,625.18	
Overhead Receipts - DOE	151,154.02	0.00		151,154.02	
Overhead Receipts - VA	24,305.60		(326.98)	23,978.62	
Education Lottery Fin Aid	1,451.00			1,451.00	
GEER	(7,076.96)			(7,076.96)	
Golden Leaf Scholarships	(14,250.02)	5,500.00	(1,500.00)	(10,250.02)	State Funds Receivable
Helene relief	(926.00)		(269.00)	(1,195.00)	
Less than Half Time Grants	(17,633.00)		(1,900.00)	(19,533.00)	State Funds Receivable
Longleaf Commitment Grant	225,482.00	59.00		225,541.00	
NC Guarantee			(1,180.00)	(1,180.00)	
NC Student Aid Transition Scho	4,682.00	1,750.00		6,432.00	
OSBM Student Support - 50223	96,380.36		(10,773.90)	85,606.46	
Targeted Assistance Grant	21,931.71	1,263.00	(1,263.00)	21,931.71	
Financial Aid and Scholarships	**461,596.25**	**77,719.00**	**(25,756.25)**	**513,559.00**	
Undefined	(8,104.68)			(8,104.68)	
SGA			(12,002.49)	(12,002.49)	Activity Fees Funds Transfer
Student Funds	**(8,104.68)**	**0.00**	**(12,002.49)**	**(20,107.17)**	
Expended Plant Fund	86,259,726.74			86,259,726.74	
BioBetter Project	8,273.77			8,273.77	
BioTech Third Floor Uplift	332,981.71	(332,981.71)	(10,775.52)	(10,775.52)	SCIF Receivable
Covington Barn	(23,400.00)			(23,400.00)	SCIF Receivable
Elevated Walkway / Settlement			(490.00)	(490.00)	
Main/Powell/G, childcare/libra	(12,187.80)	490.00	(172,917.18)	(184,614.98)	
NCDEQ EV Grant	(79,104.21)			(79,104.21)	Grant Receivable
Public Safety Training Center	311,606.74	507,764.70	(676,376.18)	142,995.26	
Tobacco Trust at Farm	(5,951.87)			(5,951.87)	SCIF Receivable
Wayfinding Project			(199,323.00)	(199,323.00)	SCIF Receivable
Welding Ventilation	(270,000.01)	280,000.00		9,999.99	
Capital Funds	**86,521,945.07**	**455,272.99**	**(1,059,881.88)**	**85,917,336.18**	
Grant Total	**91,970,155.09**	**1,070,060.60**	**(1,843,106.56)**	**91,197,109.13**	

Alamance Community College
Student Government Association – President's Report
Submitted by: Katherine Hackney, ACC SGA President & N4CSGA Central Division Representative
Date: September 3, 2025

Executive Summary

Good evening. Since my last report, the ACC SGA Executive Board has been extremely busy preparing for the academic year, planning events, and engaging students across both campuses. From welcome week activities to collaborative initiatives supporting student success and food sustainability, our focus remains on creating a vibrant, inclusive, and supportive community at **ACC**. Additionally, my involvement with the **N4CSGA Executive Board** continues to provide opportunities for statewide advocacy and leadership development on behalf of ACC students.

Activities & Engagement

Meeting with Dr. Ingle (August 13)

The Executive Board met with **Dr. Ingle** to discuss our plans for the upcoming year and to ask questions about anticipated campus updates, including technology changes and ongoing initiatives.

Start of Fall Semester (August 18)

Classes resumed across campus on **August 18**, and the energy has been incredible. We've welcomed many new students and enjoyed seeing familiar faces return.

First & Second Day with SGA (August 18–19)

The Executive Board hosted welcome activities on both the **Main Campus** and the **Dillingham Campus**. These events gave us an opportunity to connect with students, share resources, and generate excitement for the semester.

Welcome Week (August 25–29)

Welcome Week was a **huge success** thanks to the participation of students, faculty, and staff. Highlights included:

- **Turn It Up Tuesday** – A crowd favorite featuring **Sunset Slush** and the ever-popular **dunking booth**. Special thanks to **Dr. Ingle**, **Sarah Hardin**, **Libba Thomas**, **Justin Pedley**, and **Jerry Hackney** for being such good sports (and excellent targets)! I believe a few grudges were settled that day.

- **Giant Games & Competitions** – A memorable moment came when **Dr. Ram Upadhyaya**, one of our nursing instructors, impressed everyone by stuffing **12 marshmallows into his mouth** in under **45 seconds**, beating one of his students.

- **Food Pantry Drive** – Throughout the week, students, faculty, and staff came together to collect items for the campus food pantry. We're proud to announce that this effort was a **huge success** and helped restock pantry shelves to support our ACC community and collected over 400 items.

Collaborative Planning with Sustainable Agriculture (August 28)

Jerry Hackney and I met with **Jenny Brownell** and the new **VISTA member, Bella Ferreria**, to discuss future collaborations between **SGA** and **Sustainable Agriculture**. These projects will focus on promoting **food sustainability** and helping students learn valuable hands-on skills that they can replicate at home.

SGA Public Information & Outreach

Our **Public Information Officer**, **Ruby Carbajal-Cardoso**, has been invaluable in designing printed materials and keeping our **social media platforms** active, engaging, and informative for students.

SGA Executive Board Office Hours

Beginning **September 2**, all Executive Board members will host office hours in Main 229:

- **Katherine Hackney (President):** Tue & Thu, 1:00 PM – 3:30 PM

- **Owen Myers (Vice President):** Mon & Wed, 11:00 AM – 12:30 PM & 2:45 PM – 3:45 PM
- **Ryan Mervin (Secretary):** Tue & Thu, 2:30 PM – 5:00 PM
- **Ruby Carbajal-Cardoso (Public Information Officer):** Tue, 10:00 AM – 1:00 PM & Thu, 11:00 AM – 1:00 PM

Upcoming Departmental Spotlight (October)

On **September 2**, I met with **Chef Todd** to plan the **SGA Departmental Spotlight**. Throughout **October**, we'll highlight both the **Culinary** and **Graphic Design** programs by featuring their students and showcasing their work. This spotlight will play on campus TVs in common areas.

Faculty Professional Development (September 3)

I, along with Gilbert Umberger and three student ambassadors, participated in a **faculty professional development workshop** focused on supporting **adult learners**. Our panel shared personal experiences and discussed challenges faced by adult students returning to college.

N4CSGA Involvement

My role as **Central Division Representative** on the **N4CSGA Executive Board** continues to keep me actively engaged in statewide leadership and advocacy:

- **Cape Fear Community College (August 14–15):** Traveled to tour the campus and plan for the **N4CSGA Fall Conference**.
- **State Board of Trustees Meeting (August 15):** Attended virtually with the entire Executive Board.
- **Central Carolina Community College Meeting (August 26):** Met virtually with advisors, students, and **Ken Hoyle (VP of Student Services)** to introduce **N4CSGA**, explain its purpose, and discuss opportunities for engagement.
- **Division Meeting Planning (August 27):** Met with **Tiffany Skouby** to finalize plans for the upcoming **Central Division Meeting** and sent out registration reminders. Students will participate in workshops, open discussions, and leadership training, including a refresher on **Robert's Rules of Order**.

- **Campus Activities Committee (August 27):** Collaborated on drafting a **student letter** requesting that the **NJCAA** consider adding **pickleball** as a sport on college campuses. We also planned programming for the **Fall Conference**.
- **Local Interactions Committee (August 29):** Discussed pressing issues facing students statewide, including **financial literacy**, **community outreach**, and **child care challenges**.
- **Durham Technical Community College Meeting (September 3): Gilbert Umberger, Tiffany Skouby, and I** met with **Dway Stover** and members of the **Durham Tech SGA** to introduce **N4CSGA**, explain its purpose, and discuss opportunities for engagement.

Conclusion

The past month has been full of exciting progress, engaging events, and meaningful collaboration both on campus and statewide. I am incredibly proud of the work the **ACC SGA Executive Board** has accomplished and remain committed to serving the students of **Alamance Community College** and representing their voices through the **N4CSGA**.

Respectfully submitted,
Katherine Hackney
President, ACC Student Government Association
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		01/01/2026
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	09/01/2023	09/01/2025
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		01/01/2026

Executive Committee

Julie Scott Emmons, Chair

Ken Walker, Vice Chair

BG (R) Blake Williams, Past Chair

Budget and Finance Committee (also serves as Investment Committee)

Pete Glidewell (Chair)

Steve Carter

Ken Walker

Tammy Karnes

Building and Grounds Committee

Bill Gomory (Chair)

Steve Carter

Pete Glidewell

Walter Britt

Curriculum and Student Engagement Committee

BG (R) Blake Williams (Chair)

Sylvia Munoz

Grant Brooks

Personnel Committee

Roslyn Crisp (Chair)

Jim Butler

BG (R) Blake Williams

Legislative Committee

Grant Brooks (Chair)

Walter Britt

Jim Butler

Julie Scott Emmons

Legislative Representative

Jim Butler

Liaisons to the Foundation Board

Dr. Roslyn Crisp

Mr. Bill Gomory

ACC Representatives to the Capital Oversight Committee

BG (R) Blake Williams

Mr. Bill Gomory

NCACCT Executive Board Member

BG (R) Blake Williams

Liaison to the State Boards Accountability and Audit Committee

BG (R) Blake Williams

DR. INGLE'S 2024-2025 PRESIDENTIAL GOALS

Leading with Purpose: Progress, Partnership, and Student Success

1 BOND PROJECTS + CAMPUS FACILITIES

Deliver on Capital Investments

Data Points:

- **100%** of bond projects on schedule
- Public Safety Training Center **opens Summer 2025**
- SCIF-funded updates: Main, Powell, Gee,
- and Tech **completed**
- **Delivered monthly** reports submitted to Board of Trustees

2 CAMPUS CULTURE & COMMUNICATION

Foster a Positive, Connected Work Environment

Highlights:

- Bi-weekly **newsletter** + monthly **video/email messages**
- "Coffee with Ken" **engagement events**
- Quarterly staff/faculty **gatherings**
- Internal **leadership development programs** (Shackelford, Vision 20/20)

3 TRUSTEE COLLABORATION

Build a Strong Board Partnership

Key Actions:

- Monthly meetings with Board members
- Board self-evaluation in March
- Annual strategic retreat with Trustees
- Target: **85%+** satisfaction in Board survey

4 COMMUNITY & EDUCATION PARTNERSHIPS

Expand Local & Regional Impact

Notables:

- **5+** new partnerships (App State, Wingate, NC Wesleyan, etc.)
- **20+** events attended or led (Triad Today, Chamber Retreat, AYLA, etc.)
- Active participation in state/national roles: **ACCT, NCACCP**

5 EMPLOYER ENGAGEMENT & WORKFORCE ALIGNMENT

Align Programs with Employer Needs

Progress:

- **10+** employer meetings (Glen Raven, Labcorp, Walmart, etc.)
- Truck Driver Training Program relaunched
- Exploring health program expansions

6 STRATEGIC PLAN IMPLEMENTATION

Drive Progress Through Strategy

Updates:

- **14%** curriculum enrollment growth in Fall 2024
- **80%** of initiatives on track
- KPI dashboard pilot launched for all units

7 FISCAL LEADERSHIP

Protect and Grow Financial Health

Wins:

- Balanced budget with **<2%** variance
- **$3.2M** Arnold Ventures grant
- **$10,000** Duke Energy donation
- Cost savings: **3%** cut in non-instructional expenses

8 BOND PROJECTS + CAMPUS FACILITIES

Advance Student Support & Outcomes

Initiatives:

- **New** advising model (case management style)
- Launching **NC Boost** and **CRM system**
- Targeting **low-income, first-gen, and underserved students**

9 PROGRAM INNOVATION & REVIEW

Launch & Refine Academic Programs

Deliverables:

- **New programs**: Artificial Intelligence, Data Analytics
- Program **relaunch**: Truck Driver Training
- **Market review**: Dental Hygiene and other health programs

ALAMANCE COUNTY
NORTH CAROLINA

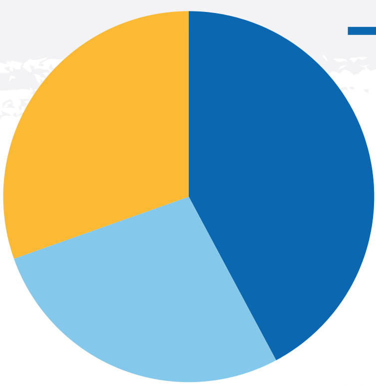
DR. INGLE'S 2024-2025 PRESIDENTIAL GOALS

Leading with Purpose: Progress, Partnership, and Student Success

PRESIDENT'S MEETINGS

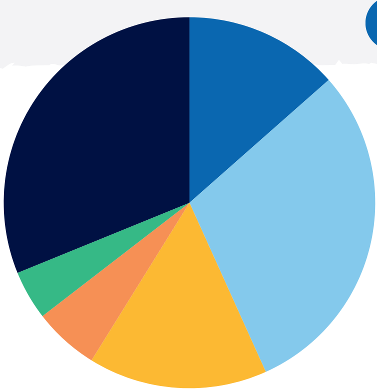
- Spring Semester Student Welcome
- Alamance Chamber Board Orientation
- Alamance Chamber Board Meeting
- Ribbon Cutting: Green & McClure Furniture
- City of Burlington: Adam Shull/Rachel Kelly
- Alamance Chamber Meeting: Entrepreneur Center Discussion
- Alamance Chamber Advocacy Council Meeting
- Triad Today Interview
- State Board of Community Colleges Committee Meeting
- OT Sports
- Coffee with Ken
- Alamance News Kristy Bailey
- Alamance Builders Association Reception
- NCACCP Winter Conference
- City of Mebane/Crow Holdings: Building Visit
- Alamance County Commissioners Meeting
- Alamance Chamber Annual Meeting
- ASE (Automotive Service Excellence) Education Foundation Advisory Committee Meeting
- Alamance Youth Leadership Academy Video Recording
- Oversight Steering Committee with County
- NC Representative Stephen Ross
- Wildlife Club
- NCCCS PACE Announcement
- Tracey Grayzer of Impace Alamance
- ABSS Health Science Academy Meeting
- Burlington Business Breakfast
- Reagan Gural: Alamance Chamber
- Scott Queen BlueRidge CC Collaboration
- Jonathan White City of Mebane
- Cone Health Event at Alamance Country Club
- N4CSGA Central Division Welcome
- ACCT National Legislative Summit
- US Senator Thom Tillis' Staff
- Community College Congressional Forum
- US Senator Ted Budd's Staff
- US Representative Richard Hudson
- Alamance Chamber Board Meeting
- Alamance Chamber Legislative Breakfast
- UNC-CH Dr. Valerie Howard re School of Nursing Bridge Program
- Alamance County Sheriff Terry Johnson
- NC Senator Amy Galey
- Lenovo Eric Ellis
- Chick-Fil-A Shawn Willis, Owner
- Joint Presidents / Superintendents Meeting
- Attorney Ryan Moffitt
- NC Representative Dennis Riddell
- TS Designs Eric Henry
- Speaker: Envirothon
- Crow Holdings: Building Visit
- Broady Academy Principal Ricky Hooker
- Campus Tour: City of Burlington Adam Shull and Rachel Kelly
- Armen Stone Gregg Margosian, President
- Read Across America Event
- Burlington Business Breakfast
- President's Message Recording
- US Senator Ted Budd's Regional Director Richard Moxley
- Durham Tech CC JB Buxton, President
- Schneider Electric Jerry Neely & Steve Chandler
- Alamance Chamber Board Meeting
- Alamance County Manager Heidi York and Rebecca Crawford
- Alamance Youth Leadership Academy Luncheon
- Governor's Workforce Development Reception
- Community College Day
- NC Representative Stephen Ross
- NC Senator Amy Galey
- NC Representative Dennis Riddell
- Legislative Reception
- Governor Robert Scott Leadership Award Banquet/N4CSGA
- ACC Corporate Education Employer Luncheon
- First Carolina Bank Tom Clinard
- South Graham Elementary Career Day
- ROAR Women's Symposium
- Pinnacle Bank Jerry Bailey
- Alamance Chamber Advocacy Group Meeting with Local Delegation
- NC Community Colleges Awards Celebration
- Presenting: 2025 Council for the Study of Community Colleges
- Impact Alamance Leadership Table
- Alamance Rotario Hispaño 1st Anniversary
- Future of Higher Education: Adult Learner Convening 2025
- Alamance Community College Open House
- EdNC Managing Director Mike Drause
- EdNC Parent Promise Interview
- Anna Liese Call Director of Planned Giving
- Andersen Sterilizers Tour
- Central Carolina Community College: Semiconductor Space
- City of Mebane Mayor Ed Hooks
- Burlington Alamance Regional Airport Dan Danieley
- Mac Williams
- Reagan Gural: Alamance Chamber
- Welcome: Alamance Chamber Biannual City-County Association Meeting
- Impact Alamance 10th Anniversary Luncheon
- 2025 Annual Science, Math & Technology Celebration
- NC Senator Amy Galey ABLE Tour
- Speaker: PTK Spring Induction Ceremony
- Speaker: ACC Awards Ceremony
- Burlington Business Breakfast
- Flywheel Co-Working Space Founding Partner Peter Marsh
- Ribbon Cutting: Persnickety Books
- Girls Take Over Tech Open House
- Alamance Chamber Teacher of the Year Awards Ceremony
- Alamance Chamber Board Meeting
- Truliant Federal Credit Union Sarah Blackwell
- First Horizon Bank Chip Foushee
- Reagan Gural: Alamance Chamber
- Speaking: 2025 C-STEP Graduate Celebration
- Ribbon Cutting: Gatewood Atrium
- Speaking: Celebration of Excellence
- Jonathan White City of Mebane
- Fire Chiefs Luncheon
- Speaking: Paramedic Pinning Ceremony
- Governor's Outreach Advisor Rene Castellanos
- City of Mebane and Koury Corporation
- NC Representative Stephen Ross
- Alliance MOCVD Alamance Chamber Event
- Alamance Chamber Board Meeting
- Alamance County Budget Meeting
- Speaking: BLET Graduation
- Cone Health ARMC President Chad Boore
- Alamance Chamber Board Meeting
- Attorney Ryan Moffitt
- Alamance Chamber Advocacy Council Meeting
- Speaking: Alamance Youth Leadership Academy
- GTCC Aviation Center Tour
- City of Mebane Preston Mitchell & Ken Walker
- Call to Legislators
- Alamance County Sheriff Terry Johnson
- Cecilia Holden with myFutureNC
- ACC Night @ Burlington Sock Puppets
- Triad Today Interview
- Alamance Chamber Meeting: Entrepreneur Center Discussion
- NCSU Community College Education Dr. Audrey Jaeger
- NC Senator Amy Galey
- Junior Police Academy Hike & Discover Event
- Burlington Sock Puppets Anderson Rathbun
- Cone Health ARMC Nursing Leader Meet & Greet
- ABSS Board of Education Sandy Ellington-Graves
- NCACCP Summer Conference
- ABSS Superintendent Dr. Aaron Fleming
- NCCC Foundation Katie Loovis, Executive Director
- Tracey Grayzer of Impace Alamance
- Ribbon Cutting: FirstNet Tower Upgrades Elon FIre Department

COUNT OF PRESIDENT'S GOALS



AMT.	GOALS
42.2%	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.
30.4%	Engage at the state and national level in efforts to enhance accessibility and funding for community colleges.
27.4%	Conduct at least 10 meetings with local employers to align program offerings with workforce needs and secure internships or job placements for program graduates.

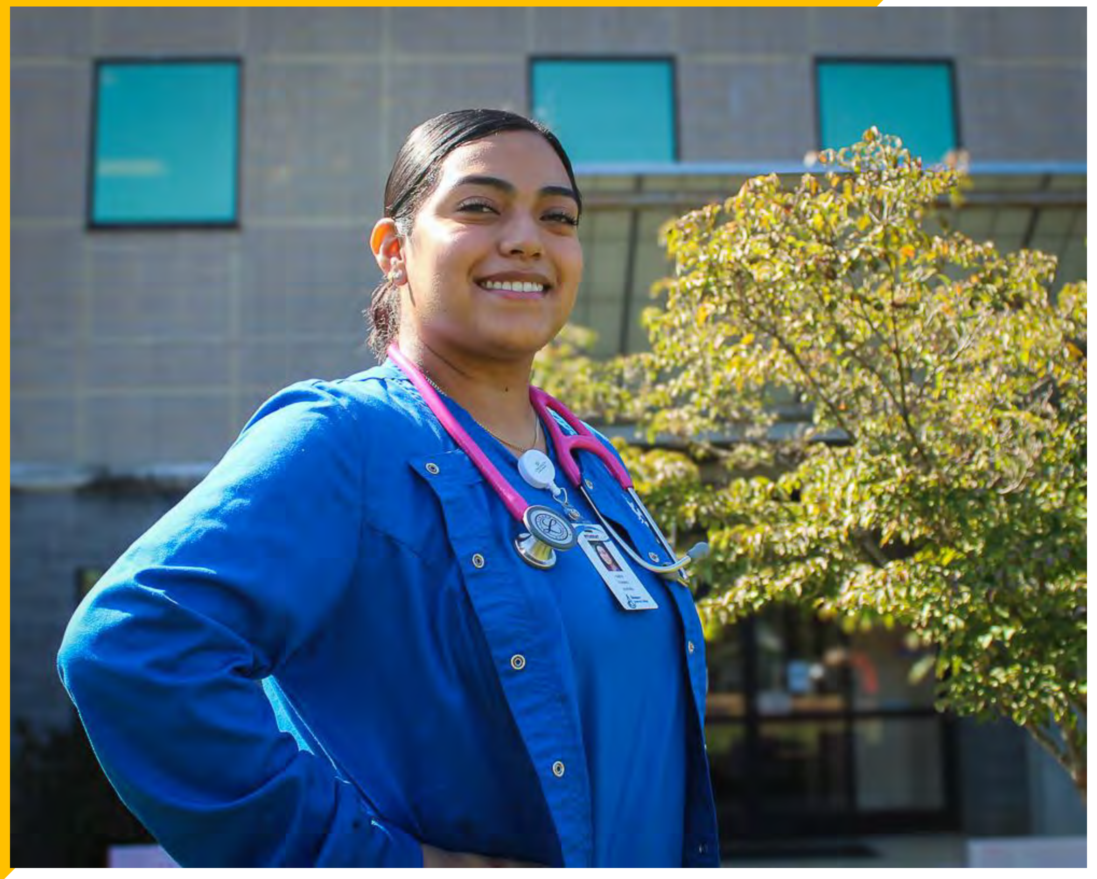
COUNT OF CATEGORIES



AMT.	CATEGORIES
31.2%	Local, State, Federal Government Leaders
29.8%	Business Leaders
13.5%	Student Engagement
15.6%	Other
5.7%	Non-Profits
4.3%	Media

ALAMANCE COMMUNITY COLLEGE
FOUNDATION

Quarterly Update



ALAMANCE COMMUNITY COLLEGE

FOUNDATION

During 2024 - 2025, over 1,000 students received financial assistance from the ACC Foundation:

- 160 low-income students received Foundation and Promise Scholarships.
- 763 students received named scholarships.
- 7 Alamance County high school graduates received academic-based scholarships.
- 4 ACC High School Equivalency graduates received a voucher toward a free class.
- 49 students received student distress funds.
- More than 40 work study students were paid, in part, with ACC Foundation funds.
- 11 students served as Student Ambassadors.

14 employee projects were funded to make a one-time purchase or start a new initiative

Numbers do not add since many students benefit from more than one program.

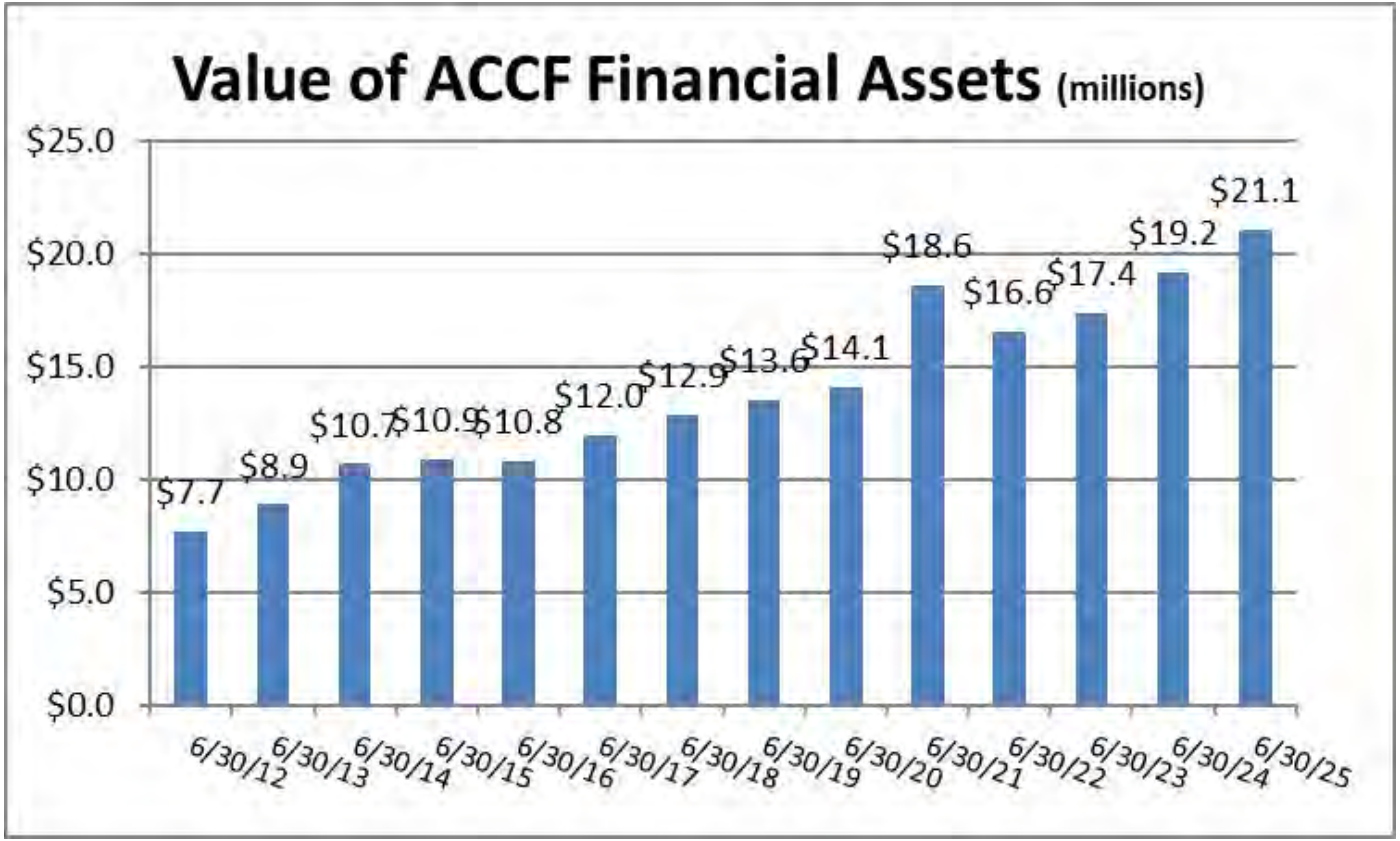
FOUNDATION

The ACC Foundation is funding nine employee initiatives in 2025-2026:

- **ACCess Tablets:** To purchase 12 tablets for students to use in the Vet Med Tech program.
- **Artificial Intelligence Tools:** To provide faculty and staff members access to AI tools and techniques.
- **Employee Engagement:** To plan and implement meaningful team building events throughout the year.
- **Food Pantry Expansion:** To expand the capacity of the existing food pantry at the main and Dillingham campuses.
- **Guided Pathways Communication Initiative:** To help faculty and staff members understand a new strategy to help more students earn credentials more quickly.
- **Process Documentation:** To create standard operating procedures and process documentation for the college.
- **Stream-Deck Performance Booster:** To purchase 40 keyboards for CAD program
- **Student Activities at Dillingham:** To include students at Dillingham Center in activities.
- **Summer Camps:** To support Workforce Development summer camps for middle and high school students.

ALAMANCE COMMUNITY COLLEGE

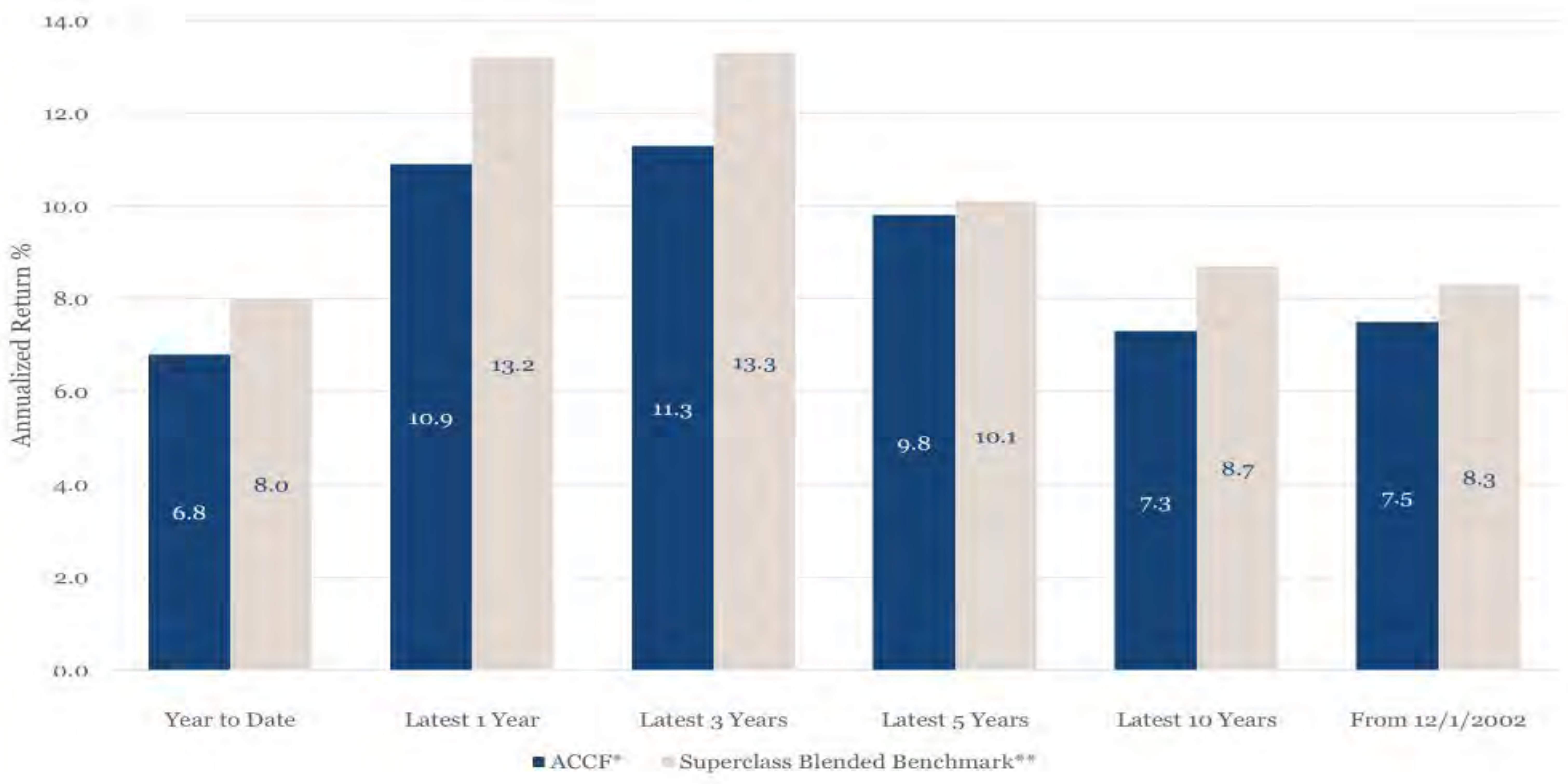
FOUNDATION



ALAMANCE COMMUNITY COLLEGE

FOUNDATION

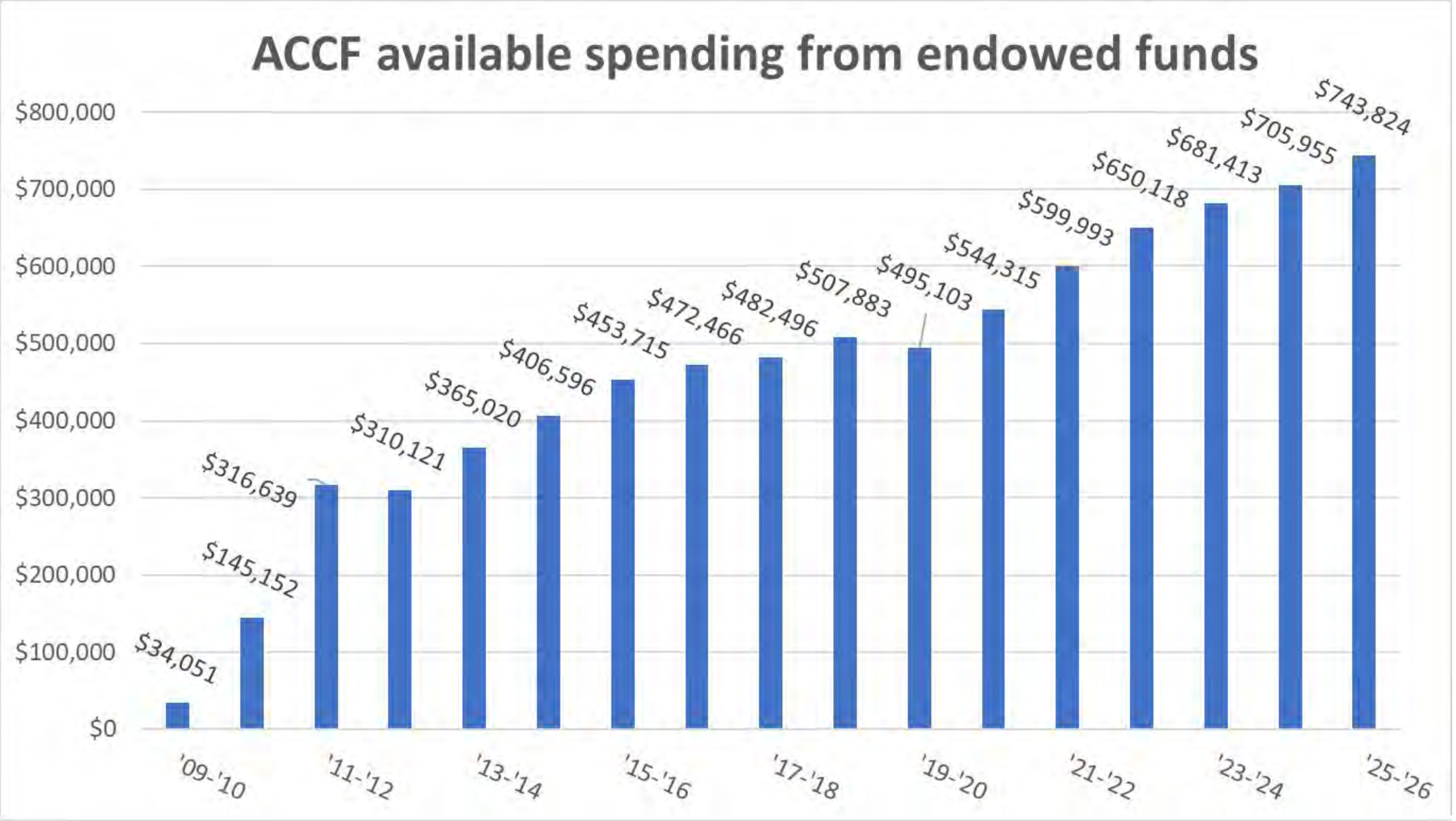
ACCF - Performance
(as of June 30, 2025)



*Performance is net of fees.
**Benchmark: 70% MSCI ALL COUNTRIES ACWI(USD)(TRN); 28% BBG BARC GBL AGG HDGD USD GBL AGG HDGD IV; 2% Lipper Money Mkt Fd IX.

ALAMANCE COMMUNITY COLLEGE

FOUNDATION



ALAMANCE COMMUNITY COLLEGE

FOUNDATION

ACCF Sustainers

We salute these past Trustees, Business and Organizations who have given each year for at least a quarter century:

Trustees:

Ms. Vickie D. Byrd
Dr. Reid and Cathy Dusenberry
Dr. Dick Fisher
Jimmy and Brenda Moser
Ron Sturgill

Business & Organizations:

Atlantic Union Bank
Burlington Civitan Club
Chandler Holdings, Inc.
Community Savings Bank Fund
Cone Health
The Garden Club of the Triad
Glen Raven, Inc.
Gilliam Bell Moser LLP
Hub International
Labcorp
Smith Family Foundation
Truist
Wilson Brown Sock Company

ALAMANCE COMMUNITY COLLEGE

FOUNDATION

TITAN SOCIETY

as of August 2025

Members:

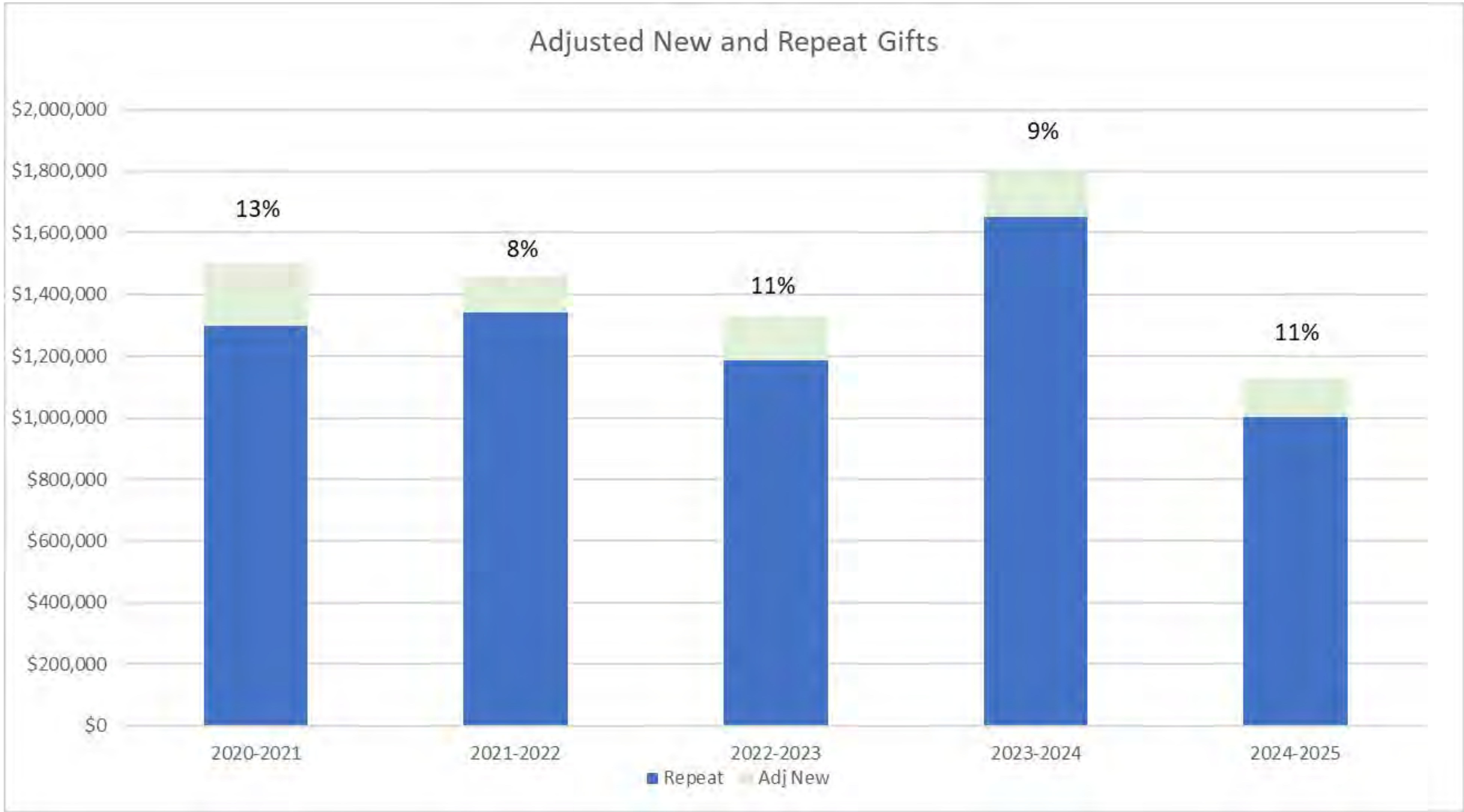
- Susan Abernethy and Dennis Rasmussen
- Margie H. Alston
- Leonard and Carole Barnard
- John and Ann Bellingham
- Pete and Patty Blaetz
- Wayne and Deborah Bowery
- Tom and Faye Conally
- Mary Davis Reinhartsen
- Elisabeth Deyton
- Dr. Marla H. Dunham and Rev. Robert E. Dunham
- Dr. Reid and Cathy Dusenberry
- Dr. Dick and Linda Fisher
- Bill and Martine Gomory
- Brad Harmon
- Charles H. and Sylvia S. Harris
- Jo Ann Hensley
- Cathy Johnson
- David and Cathy Moore
- Dr. Martin H. Nadelman
- Jack and Judy Overacre
- Carolyn Rhode
- Mary and Johnny Schronce
- Charles and Sandra Scott
- Ron Sturgill
- Andree and John Woosley
- Seven anonymous individuals

Titan Society members will receive:

- Free pass to a four-course culinary student meal in June
- Valentine’s Day treats
- Special ribbon at ACCF events
- Other perks TBD

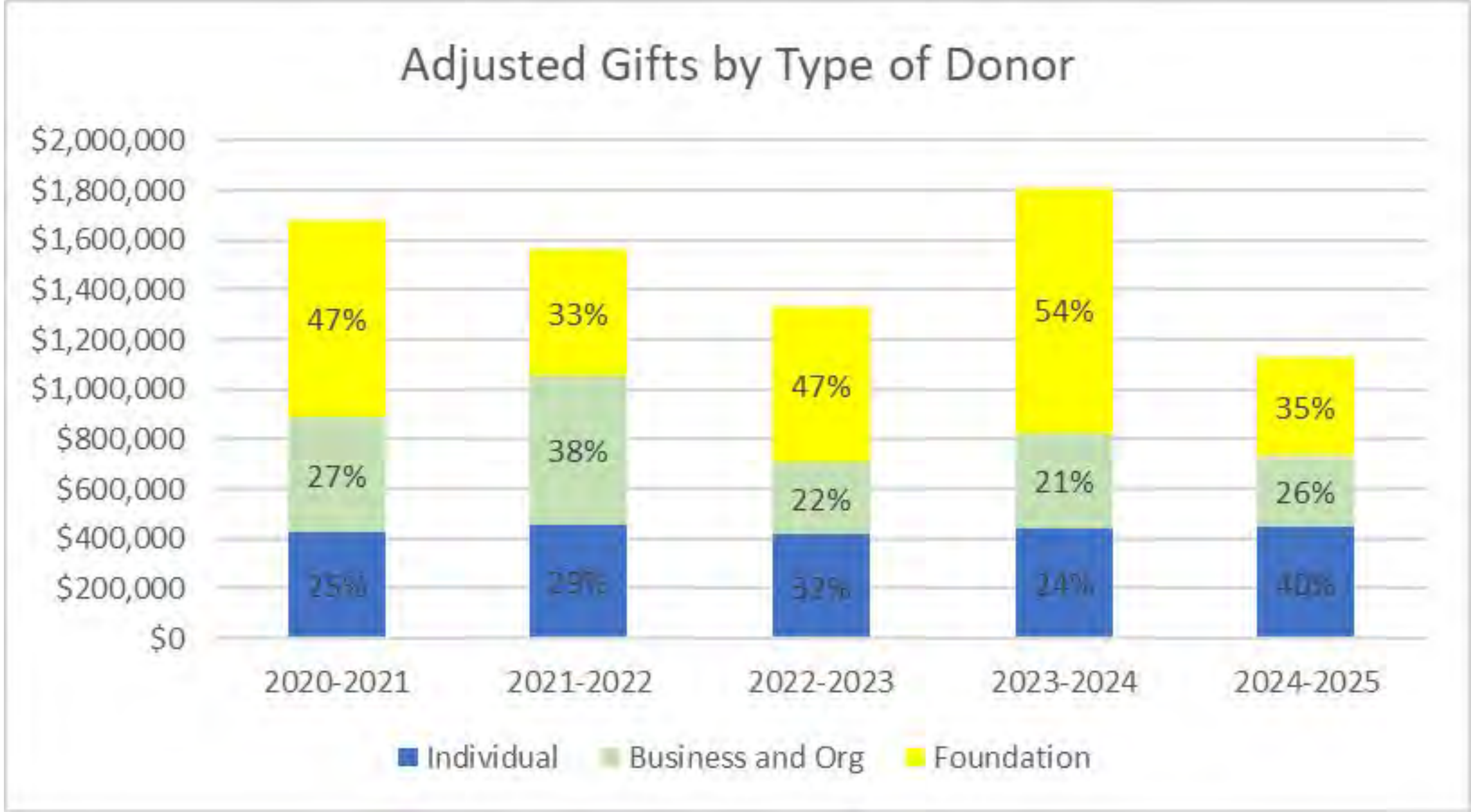
ALAMANCE COMMUNITY COLLEGE

FOUNDATION



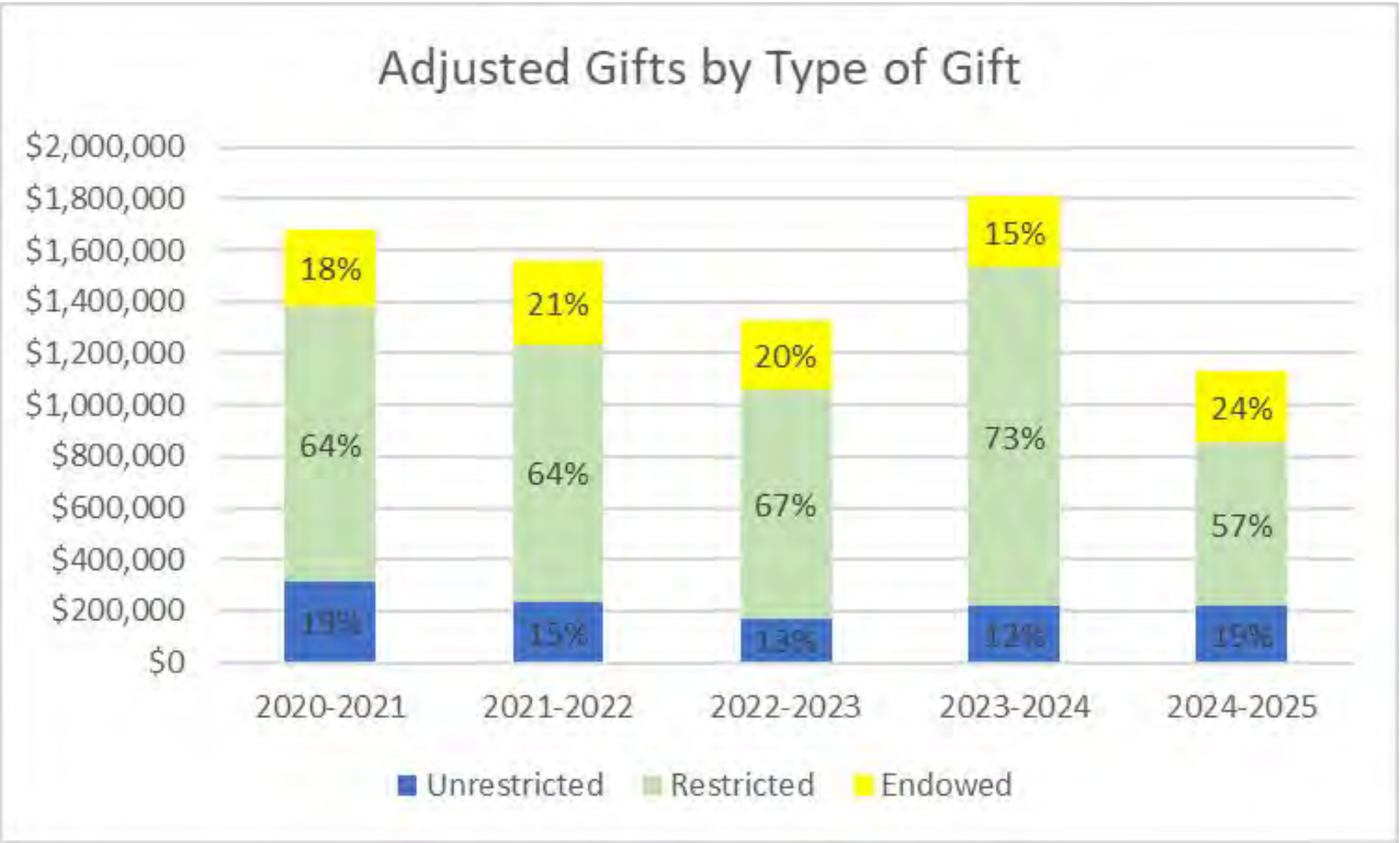
ALAMANCE COMMUNITY COLLEGE

FOUNDATION



ALAMANCE COMMUNITY COLLEGE

FOUNDATION



FOUNDATION

2025 Officers and Committee Chairs

2-Year Terms

Term: January 1, 2024 – December 31, 2025

Officers:

President: Jackie Cole

Vice President: Jack Overacre

Treasurer: Charlie R. Harris

Secretary: Charlene Barrett

Immediate Past: President Ami Hill

Committee Chairs

Grants Committee: Don Von Hagen

Investment Committee: Jerry Bailey

Planned Giving Committee: David Moore

Resource Dev. Committee: Brendle Leggett

Looking forward:

- Lean into FreeWill platform by using tools and trainings offered
- Market ability to accept DAF donations
- Develop the otter society (monthly donations)
- Market scholarships plus fundraising model

ALAMANCE COMMUNITY COLLEGE

FOUNDATION

Thank you!

Dear Donor,

I truly appreciate the Scholarship I have been awarded. Receiving a scholarship through the ACC Foundation has allowed me the opportunity to attend ACC this semester and continue working towards fulfilling my dream of becoming an RN. I am a single mother of one son. I am not currently employed due to juggling the heavy course load and responsibilities outside of school as a parent. It can be overwhelming at times, but I will continue to fight to reach every goal I have set for our future (my son and I).

I am truly grateful for the opportunity to continue my education at ACC. This scholarship has covered my summer tuition and allowed me to focus fully on my studies without financial stress. Your generosity is helping me build a better life for my family, and when I achieve my goal of becoming an RN, I will look back on this support with deep gratitude.

Sincerely,
Portia

Thank You.