ALAMANCE COMMUNITY COLLEGE

BOARD OF TRUSTEES
Regular Meeting Agenda
September 14, 2026 06:00 PM
Wallace W. Gee Building - Room G222
1247 Jimmie Kerr Road
Graham, NC 27253

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1. New Employee Welcome Reception

Dr. Algie Gatewood Atrium, 4:30-5:00 p.m.

2. Oath of Office: Swearing in of reappointed trustee (Lisa Huffman, NC Notary Public)

2.a Grantlin Brooks, reappointed by the North Carolina General Assembly (Senate) for July 1, 2026, to June 30 2030

3. Call to Order

4. Call for Conflicts of Interest

5. Presentation: Student Experience | Year in Review | Dr. Elizabeth Brehler Page 4

6. Minutes

6.a Recommendation for approval:

6.a.1 Board of Trustees regular meeting, August 10, 2026 Page 11

6.b Board of Trustees Committee Minutes

6.b.1 Nominating Committee meeting, July 7, 2026 Page 24

6.b.2 Building and Grounds Committee meeting, August 5, 2026 Page 27

6.b.3 Budget and Finance Committee meeting, August 7, 2026 Page 31

7. Committee Reports

7.a Personnel Committee Report | Dr. Roslyn Crisp

7.a.1 Employment Report August 2026 Page 34

7.a.2 Separation and Vacancies Report | January -June 2026 Page 37

7.b Building and Grounds Committee Report | Mr. William Gomory

7.b.1 Capital Project Status Update Page 39

7.b.2 Capital Project Budget Update Page 48

7.b.3 Capital Project Change Orders Signed by the President Page 49

7.c Budget and Finance Committee Report | Mr. Pete Glidewell

7.c.1 Financial Report Page 50

7.c.2 County Budget Update

8. Other Reports

8.a Chair's Report

8.a.1 Board of Trustees Committee Assignments 2026-2027 Page 67

8.a.2 Board of Trustees Planning Session April 16, 2027, 8:00am | Alamance Country Club

8.a.3 Report of Ethics Education due dates and Statement of Economic Interest (SEI) filings Page 68

8.b SGA Report | Citlaly Garcia Guijon Page 69

8.c President's Report

8.c.1 Recommendation for approval:

8.c.1.1 Revision: Policy 3.1.9 - President - Hiring and Duties Page 73

8.c.1.2 Revoke: Policy 6.3.14 - Authorization of Signature Machine Page 78

8.c.2 Boardroom Renovation Update

8.c.3 Summer and Fall 2026 Enrollment Update | Dr. Justin Snyder Page 81

8.c.4 Office of State Budget and Management (OSBM): Directed Grant 50223 Student Support Grants | Final Report | Dr. Justin Snyder Page 83

8.c.5 Update on Secretary of State Visit | Elaine F. Marshall

9. Handouts

10. Announcements

10.a ACCT Community College National Legislative Summit | February 7-10, 2027 | Washington DC

10.b 2027 NCACCT Law-Legislative Seminar | March 17-19, 2027 | Raleigh Marriott Crabtree Valley, Raleigh

10.c Board of Trustees Planning Session | April 16, 2027 at 8:00 a.m. | Alamance Country Club

10.d 2026 Commencement | May 14, 2027, at 10:00 a.m. & 2:00 p.m. | First Horizon Coliseum, Greensboro, NC

11. Adjournment

STUDENT EXPERIENCE DIVISION

Year in Review

2025–2026

expanded access | new programs | a strong culture of staff development





THE YEAR AT A GLANCE

A year of measurable impact

5,000+

Academic Support Center visits — 85% tutee pass rate

350+

CCP students completing a pathway or credential

$26,000+

in Finish Line Grant aid to 32 students facing hardship

120%

increase in food pantry usage; won $13K in hunger-relief grants

260+

students & employees trained in QPR suicide prevention

19%

growth in VA educational benefit certifications

IMPACT AREA

Student Success & Wraparound Support

Meeting students academically — and meeting their basic needs.

ACADEMIC SUCCESS

- NC Boost sustained full 150-student cohorts both terms, outperforming non-participants on every academic measure
- TRIO supported 75 first-generation, low-income, and disabled students
- Library circulated 287 laptops/Chromebooks and 119 calculators to close tech gaps
- Library study rooms logged 5,037 hours of use, at capacity during peak periods

BASIC NEEDS, FINANCIAL & WELLBEING SUPPORT

- First community college named a Wheels for Hope partner agency
- 85 individuals certified in Mental Health First Aid, spanning students, staff, and community members
- Scrub Closet launched, providing free scrubs to health sciences students
- Success stories



IMPACT AREA

Innovation & New Pathways

Building the systems and structure behind a simpler student experience.

ADVISING & ONBOARDING

- Advising and Onboarding department formally established
- NC Reconnect launched, expanding pathways for adult learners
- Advising website revamped with one-click appointment scheduling
- All-In Single Entry Taskforce advanced toward one simplified front door
- On-site high school registration reached 246 prospective students — 50% enrolled for fall, generating 482 course registrations

TECHNOLOGY & SYSTEMS

- CFNC and CCP applications went live in Element451
- Maxient centralized conduct, counseling, and care-team case management
- New Student Orientation improved with online registration and a parent session
- Front Desk Associate initiative launched for a consistent first impression



IMPACT AREA

Community, Engagement & Statewide Presence

Strengthening ties on campus, across Alamance County, and across North Carolina.

CAMPUS & COMMUNITY

- Holiday Market featured 50 local vendors, its largest turnout yet
- A Washington, D.C. Spring Break trip engaged 34 students in academic and civic learning
- HawFest connected students with 23 community organizations
- Adult Learner Gallery Walk showcased student success stories from across the NC Community College System
- Six local employers earned IDD Inclusive Employer certification through a Work Together NC partnership

STATEWIDE & NATIONAL RECOGNITION

- Division programs featured on Triad Today, including NC Boost and Accessibility Services
- LRC staff co-authored book chapter accepted for an ACRL publication
- A staff member named a 2026 Achieving the Dream Belk Center Fellow
- Staff presented at 5 state and national conferences this year

IMPACT AREA

Staff Excellence & Growth

Investing in the people behind every student interaction.

Advanced Degrees

3 Doctor of Education degrees and 2 Master's degree earned by division staff this year

Leadership Development

Graduates of Exceeding the Vision, the NCCCS Advising Leadership Academy, Impact Alamance's Leadership Institute, and Leadership Alamance

Staff Recognition

2026 Staff Member of the Year, Staff Member of the Month, "Above and Beyond" honors, and 9 Starfish award recipients



THANK YOU

Questions?

You Belong *here.*

We appreciate your time and continued support of the Student Experience Division.

ALAMANCE COMMUNITY COLLEGE

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
Dr. Kenneth Ingle, III, President and Secretary to the Board

Guests:
Ms. Lauren Kapler- Board of Trustee, newly appointed by the Alamance County Commissioners
Ms. Citlaly Garcia Guijon, New Student Trustee, President, ACC Student Government Association
Ms. Tammy Karnes, Past Trustee
Gilbert Umberger, Coordinator, Student Life and Engagement
Grant Brooks, Trustee, participated virtually by ZOOM

Also Present:
Ms. Lisa Huffman, Executive Assistant to the President
Dr. Justin Snyder, Senior Vice President of Student Learning and Workforce Development
Ms. Elizabeth Thomas, Senior Vice President of Operations
Dr. Elizabeth Brehler, Vice President of Student Experience
Mr. Frank Longest, Board Attorney
Ms. Ann Snell, Faculty Affairs Committee Chair
Mr. Jason Mayer, Associate Vice President of Information Services and Chief Information Officer

Ms. Sonya McCook, Vice President of Instruction
Mr. James Leenhouts, Associate Vice President of Administrative Services and Facilities
Ms. Shana Sullivan, Interim Directory of Human Resources
Ms. Sarah Thynne, Director of Learning Resources Center
Erica Lewis, Student Integrity and Compliance Specialist
Ms. Sarah Hardin, Vice President of Public Affairs and Philanthropy

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

The Oath of Office was administered by Alamance County District Court Judge Larry Brown to two new members of the Board of Trustees, including Lauren Kaplar, appointed by the Alamance County Board of Commissioners (July 1, 2026, to June 30, 2030) , and the 2026–2027 Student Trustee and SGA, Student Government Association President Citlaly Garcia Guijon.

Judge Brown congratulated the new trustees and administered the Oath of Office. The newly sworn-in trustees were recognized by the Board.

1.a Lauren Kapler, appointed by the Alamance County Board of Commissioners for July 1, 2026, to June 30, 2030

1.b Citlaly Garcia Guijon, 2026-27 SGA President and Student Trustee

2. Call to Order

Chair Emmons called the meeting to order at 6:04 p.m. A quorum was present, with Trustee Brooks participating via Zoom.

Chair Emmons called the meeting to order at TIME and welcomed everyone to the meeting. Chair Emmons announced that Trustee Brooks is participating via Zoom.

The Board determined that a quorum was present.

3. 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.

4. Election of Board Officers for 2026-27 term

Chair Emmons recognized Mr. Gomory, who presented the report of the Nominating Committee. Mr. Gomory reviewed the process used by the committee to select the recommended slate of officers in accordance with the Board's bylaws and policies. He then presented the Nominating Committee's recommendations for the 2026–2027 term: Mr. Ken Walker for Chair, Mr. Jim Butler for Vice Chair, and Dr. Kenneth Ingle for Secretary.

Chair Emmons then announced the she would call for a vote for each position. She called for additional nominations from the floor for the office of Chair. No additional nominations were received, and the nominations from the floor were closed. On call for a vote, Mr. Walker was elected Board of Trustees Chair for the 2026-27 term by unanimous vote.

The Board proceeded with voting on the officer of Vice Chair. Ms. Emmons called for additional nominations from the floor for the office of Vice Chair. No additional nominations were received, and the nominations from the floor were closed. On call for a vote, Mr. Butler was elected Board of Trustees Vice Chair for the 2026-27 term by unanimous vote.

Finally, the Board proceeded with voting on the officer of Secretary. Ms. Emmons called for additional nominations from the floor for the office of Secretary. No additional nominations were received, and the nominations from the floor were closed. On call for a vote, Dr. Ingle was elected Board of Trustees Secretary for the 2026-27 term by unanimous vote.

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

4.b Election of Officers for 2026-27 term *

5. Service Recognition (presented by newly elected Chairperson)

Chair Walker recognized Ms. Emmons and two outgoing members of the Board of Trustees for their service and contributions to the College. He recognized Ms. Julie Emmons for her outstanding leadership and dedication during her service as Chair from 2024–2026.

Chair Walker also recognized Ms. Tammy Karnes for her service from January 2025 through June 2026, noting her many contributions, insight, and thoughtful leadership.

Ms. Sylvia Munoz, who was unable to attend the meeting, was recognized for her service from 2022–2026 and for the thoughtful perspective she brought to the Board. Chair Walker expressed the Board's appreciation to each trustee for their service to the College.

5.a Julie Scott Emmons - Service as Board Chair (2024-2026)

5.b Acknowledge Service of Tammy Karnes and Sylvia Muñoz

6. Minutes

6.a Recommendation for approval:

6.a.1 Board of Trustees regular meeting, June 8, 2026

Moved By Chair Emmons
Seconded By General Williams
Chair Walker called for a motion to approve the minutes of the Board of Trustees' regular meeting held on June 8, 2026.

Carried

6.b Board of Trustees Committee Minutes

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

The remaining minutes are for informational purposes only.

6.b.1 Building and Grounds Committee meeting, June 3, 2026

6.b.2 Curriculum and Student Engagement Committee, June 1, 2026

6.b.3 Budget and Finance Committee meeting, June 5, 2026

7. Committee Reports

Chair Walker called for committee reports.

7.a Personnel Committee Report

7.a.1 Employment Report - New Hires June & July 2026

Dr. Crisp recognized new hires and noted that the format of the report is being revised to provide the Board with more detailed information in next month's employment report. She shared that new employees will be formally recognized at a reception in September.

Employment Report - New Hires June & July 2026

- Dr. Amy Mahle, Health and Public Services Dean
- Thomas Dunn, Financial Aid Specialist - Data Analyst
- Kaylee Bryner, Scholarships & FAFSA Support Spec.
- Claire Ricci, Grants Manager
- Ashlee Dockery, Sr. Academic Advisor
- Madison Pierce, Lead Instructor, EMS Workforce Development
- Chuck Ward, Full-Time Instructor (Range Master)

7.b Building and Grounds Committee Report

7.b.1 Covington Education Center Barn Project Update

Trustee Gomory presented the Buildings and Grounds Committee Report and provided updates on several ongoing capital projects.

Mr. Gomory reported that the scope of the Covington Education Center Barn Project is being reconsidered due to projected costs. The revised approach would focus on constructing a traditional barn to meet the Agriculture and Veterinary Technology programs' need for appropriate animal housing, while classroom needs would be addressed separately through renovations to existing space.

7.b.2 IT Infrastructure Project Update

Mr. Gomory provided an update on the College's IT infrastructure improvements, noting that significant progress has been made to strengthen and modernize the College's technology infrastructure. He highlighted ongoing wireless network enhancements, structured cabling, and server upgrades, while noting that additional work remains as the College continues these improvements.

7.b.3 Capital Project Summary Report

Mr. Gomory reported that the Third-Floor Biotechnology Project is nearing completion and that the Campus Re-keying Project is also progressing toward completion. He also provided an update on the Dedicated Outdoor Air System (DOAS) Project, noting that the system is substantially complete, with remaining work related primarily to control system programming.

Mr. Gomory provided an update on the Public Safety Training Center at the Green Level campus. Planning for Phase II continues and includes a new classroom building and associated parking. The project scope and costs continue to be refined, with the project anticipated to go before the State Board in October, bidding anticipated in May, and construction targeted for completion in 2028.

Mr. Gomory also reported that the Burn Tower project in Burlington is progressing, with completion currently anticipated in November.

There were no questions regarding the Buildings and Grounds Committee Report.

7.b.4 Capital Project Budget Update June 2026

Mr. Gomory presented the Capital Project Budget as of June 2026.

7.c Budget and Finance Committee Report

7.c.1 Recommendation for approval:

7.c.1.1 Resolution for Blanket Travel Authorization for Presidents 2026-27 Travel

Mr. Glidewell shared the Budget and Finance Committee's recommendation to approve the resolution for blanket travel authorization for Dr. Ingle for College- and Board-related business benefiting the College for the 2026-2027 year. Mr. Glidewell then moved on behalf of the Budget and Finance Committee that the board approve the president's blanked travel authorization for 2026-27. Motion carried by unanimous vote.

7.c.2 Comparative Financial Report FY25 and FY26

Mr. Glidewell presented a year-over-year comparison of the College's state, county, and institutional funds for Fiscal Years 2025 and 2026.

State Budget Comparison:
The Committee reported that increased state expenditures were primarily attributable to personnel costs, including the full-year impact of salary adjustments implemented in January 2025 following the College's salary study. Additional personnel investments were made in instructional areas to support FTE growth and in Student Services through expanded advising positions. Equipment expenditure decreased primarily due to approximately $700,000 in BIOBETTER Grant-funded equipment purchases occurring in the prior fiscal year. Information Services, instructional supplies, and other operating expenses increased in response to enrollment growth and expanded programs.

County Budget Comparison:
County-funded expenditures increased by approximately $554,693 in Fiscal Year 2026, primarily reflecting a full year of operating expenses associated with the Public Safety Training Center and the use of capital project reserves to support operational needs. Additional county funding approved for Fiscal Year 2027 is expected to provide a more sustainable operating budget.

Institutional Funds:
Changes in institutional revenues were primarily related to bookstore operations, student fees, financial aid, grants, and capital funding. Bookstore revenues increased with the Equitable Access platform, while financial aid and grant revenues increased in response to enrollment growth and the addition of programs such as BOOST. Capital revenues decreased due to fewer capital projects during Fiscal Year 2026. Expenditures generally increased in alignment with enrollment and grant activity.

As of June 30, 2026, the College had approximately $4.67 million in institutional funds available to support students and College operations. Remaining fund balances were primarily restricted or designated for grants, financial aid, scholarships, and other program-specific purposes.

The Committee reported that the College remains financially stable and positioned to support continued enrollment growth.

8. Other Reports

8.a Chair's Report

8.a.1 Appointments/Reappointments to the Board of Trustees

Mr. Walker informed the Board that notifications of appointments and reappointments were included in the meeting packet.

8.a.1.1 Grantlin Brooks, reappointed by the North Carolina General Assembly (Senate) for July 1, 2026 to June 30, 2030

8.a.1.2 Stephen Ross, appointed by the North Carolina General Assembly (House of Representatives) for January 1, 2027, to June 30, 2030

8.a.1.3 Lauren Kapler, appointed by the Alamance County Board of Commissioners for July 1, 2026, to June 30, 2030

8.a.1.4 Citlaly Garcia Guijon, 2026-27 SGA President and Student Trustee

8.a.2 Meeting schedule for Fiscal Year 2026-27

Chair Walker shared the 2026-27 Board of Trustee regular meeting

schedule. He brought to their attention the February Board meeting will be held on February 11 to accommodate the ACCT National Legislative Summit in Washington, D.C. He also noted that the April Board meeting date will be adjusted to align with the timing of the Board's annual planning session.

8.a.3 Report of Ethics Education Due Dates

Chair Walker also reminded trustees to review their upcoming ethics requirements and applicable due dates to ensure all requirements are completed in a timely manner.

8.b Staff Association Report

The Staff Association Chair, Sara Thynne provided an update on the Association's activities. At its July 11 meeting, the Association welcomed new Board leadership, including a new Vice Chair and Secretary.

The Staff Association continues to focus on strengthening employee engagement through community service opportunities with local organizations, including Habitat for Humanity and a local animal shelter. The Association is also working with campus partners to identify professional development opportunities for staff.

The Employee of the Month recognition program will resume in August as part of the Association's continued efforts to recognize and celebrate staff contributions to the College.

8.c President's Report

Dr. Ingle recognized Ms. Thynne, who oversees the Library and the Scott Family Collection, for her recent contributions.

Dr. Ingle also recognized Ms. Guijon for speaking at the State Board of Community Colleges July meeting on the impact of 26-27 student leadership development program on her personal leadership development. Dr. Ingle commended her for doing an outstanding job representing the College.

8.c.1 Opening Remarks from the President and ACC Organizational Update

Dr. Ingle shared that, in addition to welcoming new employees and recognizing those who retire from the College, he believes it is important to recognize opportunities for professional growth and advancement among current employees. He highlighted several recent promotions and expressed his appreciation for the contributions these employees continue to make to the College.

Dr. Ingle recognized Bettina Akukwe, who was promoted to Vice President of Business and Community Engagement. He highlighted her leadership in building relationships with businesses and industry throughout the community and noted that her expanded role will include oversight of business partnerships, the Small Business Center, workforce development connections, and relationships with organizations such as NCWorks.

Sarah Hardin was recognized for her promotion to Vice President of Public Affairs and Philanthropy. Dr. Ingle commended her leadership and the growth and recognition of the College's marketing and communications efforts, including national awards received by the College. Her expanded responsibilities will include leadership of the Foundation and the College's philanthropic efforts.

Jen Mock was recognized for her promotion to Dean of Adult and Community Education. In addition to her leadership of College and Career Readiness, her expanded responsibilities will include leadership of the Dillingham Campus and programs housed at that location, including Cosmetology and Massage Therapy.

Dr. Ingle recognized Tyshea Lewis for her promotion to Director of Corporate Education and Workforce Partnerships and highlighted her work with Customized Training and employer partnerships. Her expanded role will support the College's continued efforts to strengthen workforce development and relationships with regional employers.

Deana Ivy was recognized for her promotion to Department Head of Cosmetology following her service as Interim Department Head and for the leadership she has provided to the program.

Dr. Ingle recognized Darsell Hadley for her promotion to Student Support Specialist and commended her dedication to supporting students, particularly those experiencing food insecurity and other challenges. Her expanded role will include supporting students through Otter Cove and connecting them with additional College resources.

Gale Logan was recognized for her promotion to Executive Assistant to the Vice President of Public Affairs and Philanthropy and the Vice President of Business and Community Engagement. In her expanded role, she will provide administrative support across both areas.

Jaime Isaac was recognized for her promotion to Senior Administrative Assistant. Dr. Ingle commended her work with College and Career Readiness and noted that her expanded responsibilities will support the Student Learning and Workforce Development division.

Dr. Ingle congratulated each of the employees and expressed his enthusiasm for recognizing opportunities for employees to grow and advance within the College.

8.c.2 Multi-Campus Center (MCC) Funding

Dr. Ingle announced that multi-campus funding for the College had been confirmed and will begin during the current fiscal year. He reported that the College is expected to receive approximately $700,000 in reoccurring funding, based on FTE. Dr. Ingle noted that securing the funding has been a multi-year effort and expressed appreciation for the work that contributed to this achievement.

8.c.3 Enrollment Update

Dr. Ingle provided an enrollment update and recognized the leadership team and College employees for their continued efforts to support enrollment growth. He reported that Fall 2026 enrollment is currently on track to increase approximately ten percent (10%), following double-digit growth during the spring semester.

Dr. Ingle noted that the College continues to significantly outpace average enrollment growth and highlighted that spring enrollment exceeded the previous fall enrollment, an uncommon trend in higher education. He shared that the College's continued growth

has also created challenges related to identifying sufficient instructional space and faculty to meet increasing demand.

Mr. Gomory asked how ACC's enrollment growth compares with other community colleges. Dr. Ingle reported that ACC is among the fastest-growing colleges in FTE and is significantly outpacing its peers.

8.c.4 Internal Audit Plan Report for Spring 2026

Ms. Thomas provided an update on the College's Internal Audit Plan and internal control processes. She explained that the College regularly reviews and tests its internal controls to ensure established procedures are being followed and that required documentation is submitted to the State.

Ms. Thomas noted that state requirements related to the internal audit process are changing; however, the College intends to continue conducting internal reviews to ensure strong internal controls, maintain compliance, and support sound financial practices.

In addition, the trustee received the internal audit plan report to reflect class visits conducted by Workforce Development for the Spring 2026 semester.

8.c.5 2026 Fall Kick-off Event Update

Dr. Ingle reminded the Board that the College's Fall 2026 Kickoff will be held on September 4, 2026 and shared information regarding planned activities for the event.

He thanked the trustees who attended the recent baseball game and expressed appreciation for their participation and support.

Dr. Ingle concluded his report by recognizing Lisa Huffman, Stephanie Waters and Erica Lewis for their efforts and contributions during a period when staff members were out of the office.

9. Handouts

10. Announcements

Chair Walker directed the trustees to review the following announcements.

10.a 2026 NCACCT Leadership Seminar, August 26-28, 2026, The Grandover Resort, Greensboro

10.b ACCT Community College National Legislative Summit, February 7-10, 2027, Washington DC

10.c 2027 NCACCT Law-Legislative Seminar, March 17-19, 2027, Raleigh Marriott Crabtree Valley, Raleigh

10.d 2026 Commencement: May 14, 2027, at 3:00 p.m. & 7:00 p.m., to be held at First Horizon Coliseum, Greensboro, NC

11. Adjournment

There being no further business, Chair Walker called for a motion to adjourn. A motion was made and approved by unanimous vote. The meeting adjourned at 6:44 p.m.

Moved By Dr. Crisp
Seconded By Chair Emmons

Carried

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

Committee Members Present:
William Gomory
Dr. Roslyn Crisp
Powell Glidewell, III
BG (R) Blake Williams
Grant Brooks
Tammy Karnes

Committee Members Absent:

Also Present:
Dr. Kenneth Ingle, III, President Stephanie Waters, Finance Coordinator
Lisa Huffman, Executive Administrative Assistant to the President
Erica Lewis, Student Integrity and Compliance Specialist

1. **Call to Order**

   Dr. Ingle called the meeting to order at 1:05 p.m. He

   welcomed everyone to the meeting.

2. **Call for Conflicts of Interest**

   Dr. Ingle called for conflicts of Interest by reading this statement:

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

   No conflicts or appearances of conflict were identified.

3. **Action Items**

   a. **Election of Nominating Committee Chair**

      Dr. Ingle announced that the first action item was to elect a chairperson of the Nominating Committee. He then called for nominations from the floor.

      The following trustees were nominated for chairperson of the Nominating Committee: William Gomory.

There being no further nominations, nominations were closed. Mr. Gomory was elected chairperson by unanimous vote.

b. Recommend a slate of Board of Trustees officers for the 2026-27 term

Mr. Gomory stated that the next item of business for the Nominating Committee was consideration of a recommended slate of Board of Trustees officers for the 2026-27 term. The committee was advised that recommendations would be made for the offices of Chairperson, Vice Chairperson, and Secretary.

The Chair reviewed the guidelines and criteria previously developed by the Nominating Committee for consideration of trustee officer positions, which were included in the meeting packet.

The committee reviewed the attendance report for regular Board of Trustees meetings and the report listing trustees and the expiration dates of their respective terms.

The committee discussed the likelihood of trustees whose terms are expiring being reappointed to the Board and considered potential candidates for officer positions.

1. Vice Chairperson

   Mr. Gomory invited committee members to offer suggestions for consideration for the office of Vice Chair of the Board of Trustees. Following discussion, the committee expressed the view that certain trustees, while qualified to serve, might be unable to do so because of professional commitments and/or potential conflicts of interest associated with holding public office. Following further discussion, Mr. Gomory moved and Mr. Glidewell seconded that the Nominating Committee recommend Trustee James (Jim) Butler for election as

   Vice Chair of the Board of Trustees for the 2026-27 term. The motion carried by unanimous vote.

2. Chairperson

   The Chair stated that the next order of business was consideration of recommendations for the office of Chairperson of the Board of Trustees for the 2026-27 term. Mr. Gomory noted that Trustee Ken Walker had served admirably as Vice Chair for the previous two years. Following discussion, Mr. Glidewell moved and General Williams seconded that the Nominating Committee recommend to the Board of Trustees that Trustee Ken Walker be elected Chairperson of the Board of Trustees for the 2026-27 term. The motion carried unanimously.

3. Secretary

   The Chair stated that the final item of business was consideration of a recommendation for the office of Secretary of the Board of Trustees for the 2026-27 term. Mr. Gomory noted that this position has traditionally been held by the President of the College. Mr. Gomory moved and Mr. Glidewell seconded that Dr. Ingle be nominated for the office of Secretary of the Board of Trustees for the 2026-27 term.

   The motion carried unanimously.

   Mr. Gomory reminded the committee that its recommendations for Board officers would be presented at the August 10, 2026, regular meeting of the Board of Trustees and that additional nominations would be accepted from the floor in accordance with Robert's Rules of Order. Mr. Gomory stated that he would contact Trustee Butler to

confirm his willingness to serve as Vice Chair of the Board of Trustees for the upcoming term.

4. Informational Items

5. Other Business

6. Adjournment

Having no further business to discuss, the meeting adjourned at 1:27 p.m.

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

Committee Members Absent:

Also Present:
Elizabeth Thomas, Senior Vice President of Operations
Stephanie Waters, Finance Coordinator
James Leenhouts, Associate Vice President of Administrative Services and Facilities
Lisa Huffman, Executive Administrative Assistant to the President
Erica Lewis, Student Integrity and Compliance Specialist

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1. **Call to Order**

   Mr. Gomory called the meeting to order at 9:00 am and welcomed everyone to the meeting.

   The Committee determined that a quorum was present.

2. **Call for Conflicts of Interest**

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

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

No conflicts of interest or appearances of conflict were noted.

3. Informational Items

Dr. Ingle provided an update on the following capital projects:

- **Third Floor Biotechnology Project Update**: Dr. Ingle reported that the Third Floor Biotechnology Project is nearing completion. The remaining work primarily consists of installing a decorative wall. A private donor is considering a naming opportunity for the space. Administration noted that the project is progressing well and is planning a ribbon-cutting ceremony upon completion. Expressed the hope of holding the next Board meeting in the new space so that Board members would have the opportunity to tour the space.
- **Campus Re-keying Project Update**: Dr. Ingle reported that the Campus Re-keying project is progressing well and is expected to be completed within the next few days. The new key system established a master key structure that enhances campus security and improves key management. While the College ocnitnues to explore expanded us of key card access, master keys will remain necessary for safety and emergency situations. James also noted that replacement keys and inventory will be easier to maintain under the new system, providing a long-term solution for the College.
- **Dedicated Outdoor Air System (DOAS) Project Update**: James reported that installation of the Dedicated Outdoor Air System (DOAS) is underway. The project is substantially complete, with control system programming remaining. The new system will increase the volume of outside air supplied to the building, maintain slight positive air pressure, and improve energy efficiency while supporting the ventilation requirements of the facility.
- **Public Safety Training Center Update:** Dr. Ingle reported that the advance planning narrative for the Public Safety Training Center has been received from Moseley Architects. Several project options were presented, and refinement of the scope and cost estimates is underway to align the project with available funding opportunities. Current concepts include a classroom building and two parking lots; however, a live-fire shoot house is not included within the current scope. Discussed the estimated construction costs for the live-fire shooting house, including the projected cost per square foot, and the need to request additional information regarding the basis for the estimates and comparisons to other construction options. Dr. Ingle will provide additional cost information as the project progresses.
- **Burn Tower Update**: Dr. Ingle reported that the Burn Tower project is in its

final stages, with site work underway and completion anticipated in November. The Committee also discussed the possibility of allowing a local volunteer fire department to conduct the inaugural training burn once the facility is complete

3.a Covington Education Center Barn Project Update

Dr. Ingle provided an update on the Covington Education Center Barn Project, noting that the project has been reevaluated over the past three years to better align with the evolving needs of the Agriculture and Veterinary Technology programs.

A proposal was presented to revise the project scope by constructing a traditional barn (prefabricated or stick-built) rather than a barn with classroom space. Classroom needs would instead be addressed through renovations to classrooms in Building F. The revised approach is expected to better support program growth, reduce project costs, and allow more efficient use of Golden LEAF funding. Final pricing and project details will be presented to the Board for approval at a future meeting.

Committee members inquired about the classroom renovations, project timeline, and expected completion. Dr. Ingle indicated the goal is to complete the project by next year, subject to the required approval and procurement processes.

The Committee expressed general support for the proposed direction.

3.b IT Infrastructure Project Update

Dr. Ingle provided an update on the IT Infrastructure Project, highlighting significant progress made in recent months. Improvements to the College's wireless network continue to be implemented across campus to enhance network reliability.

Dr. Ingle also reported that structured cabling work will begin soon, along with server upgrades that will modernize the College's IT infrastructure. The structured cabling project is expected to take approximately six months to complete, with the potential for an earlier completion depending on crew size.

3.c Capital Project Summary Report

Dr. Ingle provided the Capital Project Report.

3.d Capital Project Budget Update June 2026

Ms. Thomas presented the capital project budget update as of June 30, 2026, and reviewed the information included in the meeting packet. She advised the Committee that the county capital budget year-end balance of $154,425 had been used to cover operational expenses. At the Committee's request, a separate line item reflecting the use of the county capital budget balance for operational expenses will be included in the report presented to the Board of Trustees.

4. Other Business

5. Adjournment

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

Committee Members Present:
Kenneth Ingle, III, Secretary to the Board of Trustees
Powell (Pete) Glidewell, III, Chair
Ken Walker
Steve Carter

Committee Members Absent:
Tammy Karnes

Also Present:
Elizabeth Thomas, Senior Vice President of Operations
Stephanie Waters, Finance Coordinator, Business Services
Erica Lewis

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1. **Call to Order**

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

   He welcomed everyone to the meeting.

2. **Call for Conflicts of Interest**

   Mr. Glidewell called for conflicts of Interest by reading this statement:

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

   No conflicts or appearances of conflict were identified.

3. **Action Items**

3.a Resolution for Blanket Travel Authorization for Presidents 2026-27 Travel

Mr. Glidewell shared that annually the Board of Trustee approves an updated blanket travel form to cover travel expenses for the President. Mr. Carter moved and Mr. Carter seconded that the Budget and Finance Committee recommend that the Board of Trustee approve the resolution for blanket travel authorization for the President's 2026-27 Travel. Motion carried by unanimous vote.

4. Informational Items

4.a Comparative Financial Report FY25 and FY26

Ms. Thomas presented a comparative review of the FY 2025 and FY 2026 financial reports, noting that the comparison provides a more meaningful year-over-year analysis than reviewing July results alone.

The committee discussed revenue and expenditure trends, including enrollment growth, salary adjustments to improve competitiveness, increased staffing in instructional and student support areas, technology and equipment investments, and one-time grant-funded expenditures. Mr. Thomas reported that payroll has remained below the rate of institutional growth and that overall expenditures remain within budget expectations.

Ms. Thomas also provided insight on childcare funding, library and instructional materials, county funding, institutional revenues, unrestricted Foundation funds, and the distinction between revenue and expenditure accounts. The committee discussed the use of state funds versus student fees and agreed that reviewing course and program fees during the upcoming budget cycle would be beneficial to ensure they remain appropriate while balancing affordability for students.

Ms. Thomas noted that fluctuations in Pell funding, state scholarships, and grant funding are expected from year to year and highlighted the College's continued focus on pursuing external grant opportunities.

5. Other Business

Mr. Glidewell inquired about Ms. Karnes' attendance. Dr. Ingle reported that Ms. Karnes' was not reappointed and that the NC House of Representative Speaker's Office is being contacted regarding a short-term appointment through December.

6. Adjournment

Having no further business to discuss, the meeting adjourned at 10:04 a.m.

ALAMANCE COMMUNITY COLLEGE

Workforce Analysis for Full-Time Employees August 2026												
Occupational Category	Total	Age 40+	Under Age 40	Males	Females	African - Amer.	Amer. Indian / Alaska Native	Asian	Hawaiian / Pacific Islander	Hispanic	White	Chose Not to Identify
01 (Management Occupations)	32	26	6	9	23	4	0	0	0	0	28	0
02 (Business/Finance Opers)	6	5	1	0	6	3	0	0	0	0	3	0
03 (Comp/Eng/Science)	5	4	1	4	1	3	0	0	0	0	2	0
04 (Com Serv/Legal/Arts/Media)	15	8	7	7	8	5	0	0	0	1	9	1
08 (Librarians)	1	1	0	0	1	0	0	0	0	0	1	0
10 (Academic Affairs)	42	30	12	15	27	15	0	0	0	3	23	1
11 (Health Practitioners/Tech)	1	1	0	0	1	0	0	0	0	0	1	0
12 (Service Occupations)	3	3	0	3	0	0	0	0	0	0	3	0
14 (Office & Admin Support)	46	33	13	6	40	6	1	1	0	4	32	2
15 (Natural Res/Constr/Maint)	1	0	1	1	0	0	0	0	0	0	0	1
TOTALS	152	111	40	44	107	36	1	1	0	8	102	4
					ACC Percentage	**23.7%**	**0.7%**	**0.7%**	**0.0%**	**5.3%**	**67.1%**	**2.6%**
					Alamance County Percentage	**22%**	**2%**	**2%**	**0%**	**13%**	**61%**	**N/A**

New Full Time Employees:	
Brian Williamson (transfer from PT to FT)	Nurse Aide Instructor (9 Months)
Jill Zang Glenn	Early Childhood Instructor (9 Months)
James Leenhouts	Associate Vice President of Facilities
Peggy Caswell (transfer from PT to FT)	Nurse Instructor (9 months)
Michael Shepherd	IT Instructor (9 months)
Theodore (Ted) Pahl	Accounting Instructor (9 months)
Angela Cooper (transfer from PT to FT)	MLT Instructor (9 months)

ALAMANCE COMMUNITY COLLEGE

Workforce Analysis for Part-Time Employees (non-faculty) August 2026												
Occupational Category	**Total**	**Age 40+**	**Under Age 40**	**Males**	**Females**	**African - Amer.**	**Amer. Indian / Alaska Native**	**Asian**	**Hawaiian / Pacific Islander**	**Hispanic**	**White**	**Chose Not to Identify**
01 (Management Occupations)	3	2	1	1	2	0	1	0	0	1	1	0
04 (Com Serv/Legal/Arts/Media)	3	2	1	1	2	0	0	0	0	0	3	0
07 (Archivist/Curator/Museum)	1	1	0	0	1	0	0	0	0	0	1	0
09 (Library Technicians)	3	3	0	0	3	0	0	0	0	0	3	0
10 (Academic Affairs)	23	16	7	7	16	4	0	0	0	2	17	0
11 (Health Practitioners/Tech)	26	20	6	10	16	1	0	0	0	0	23	2
12 (Service Occupations)	25	11	14	20	5	4	0	0	0	0	20	1
14 (Office & Admin Support)	23	15	8	3	20	6	0	0	0	3	14	0
TOTALS	107	70	37	42	65	15	1	0	0	6	82	3
					ACC Percentage	**14.0%**	**0.9%**	**0.0%**	**0.0%**	**5.6%**	**76.6%**	**2.8%**
					Alamance County Percentage	**22%**	**2%**	**2%**	**0%**	**13%**	**61%**	**N/A**

ALAMANCE COMMUNITY COLLEGE

Workforce Analysis for Faculty August 2026												
Occupational Category	**Total**	**Age 40+**	**Under Age 40**	**Males**	**Females**	**African - Amer.**	**Amer. Indian / Alaska Native**	**Asian**	**Hawaiian / Pacific Islander**	**Hispanic**	**White**	**Chose Not to Identify**
05 (Postsecondary Teachers) - Part Time	575	428	147	283	292	101	2	3	1	17	441	10
05 (Postsecondary Teachers) - Full Time	110	84	26	50	60	6	2	0	0	2	96	4
TOTALS	685	512	173	333	352	107	4	3	1	19	537	14
					ACC Percentage	**15.6%**	**0.6%**	**0.4%**	**0.1%**	**2.8%**	**78.4%**	**2.0%**
					Alamance County Percentage	**22%**	**2%**	**2%**	**0%**	**13%**	**61%**	**N/A**

ALAMANCE COMMUNITY COLLEGE

Full-Time Employee Separations
January - June 2026

Title	Employment Start Date	Employment End Date
Dean, Health Sciences	7/26/2023	1/13/2026
Grants Officer	10/25/2023	2/6/2026
Early Childhood Instructor	8/9/2016	2/13/2026
Access to Achievement Advisor	1/2/2024	2/13/2026
Machining Technology Inst	8/6/2008	3/31/2026
Financial Aid Specialist	12/1/2020	3/31/2026
Student Services Assistant	10/12/2021	4/10/2026
AVP, Administrative Services & Facilities	3/13/2017	5/31/2026
Department Head, Cosmetology	8/1/2018	5/31/2026
Information Tech Analyst	10/1/2018	6/30/2026
Success Coach SSS TRIO	8/12/2022	6/30/2026
IT Technician	1/27/2025	6/30/2026
SIPP Success Coach	3/10/2025	6/30/2026
Human Resources Director	11/1/2021	6/30/2026
Info Systems Tech Inst	8/1/2023	6/30/2026
Dean, Industrial Technologies	11/13/2015	6/30/2026
Machining Technology Inst	8/1/2025	6/30/2026

ALAMANCE COMMUNITY COLLEGE

Full-Time Open Positions Report
September 2026

Department Name	Requisition Title	Requisition Number	Status
Administrative & Fiscal Services	IT Security System Administrator	2026-00055	Offer Pending
Administrative & Fiscal Services	Cloud and Applications System Administrator	2026-00062	Interviewing
Adult & Community Education	Massage Therapy Instructor	2026-00081	Posted
Applied Engineering, Agriculture & Skilled Trades	Computer Integrated Machining 12-Month Instructional Staff	2026-00047	Posted
Business, Arts & Sciences	Mathematics Instructor (12 Month)	2026-00031	Offer Pending
Business, Arts & Sciences	Full Time English Instructor	2026-00063	Interviewing
Health & Public Service	Nursing Instructional Staff	2026-00042	Posted
Health & Public Service	Simulation Technician (Nursing)	2026-00043	Posted
Health & Public Service	Nurse Aide Department Head	2026-00066	Posted
Health & Public Service	EMS Department Head	2026-00067	Posted
President	Executive Director of the Foundation	2026-00044	Posted
Research & Institutional Effectiveness	Scheduling & Compliance Coordinator	2026-00092	Approved
Research & Institutional Effectiveness	Program Accountability Specialist (Curriculum)	2026-00093	Approved
Student Experience	TRiO Success Coach	2026-00060	Interviewing
Student Experience	NC Boost Academic Advisor (2 positions)	2026-00064	Offers Pending
Student Learning	Dean, Applied Engineering, Agriculture, Skilled Trades	2026-00051	Posted

ALAMANCE COMMUNITY COLLEGE

Bond and Capital Improvement Projects



September 2026 Status Update — Board of Trustees

Overview

Update

Two bond projects and seven capital projects are active this cycle, spanning construction, upfits, and infrastructure.

1

Bond Project

7

Capital Improvement Projects

Budgeted capital projects equal to or less than $50,000 approved by the President: None



Public Safety Training Center

Burn Tower

- Site Prep has been completed and burn building containers delivered
- Foundations have been poured & containers delivered to site
- Next step is to erect the containers
- Project completion on or about 10/30/2026



Site Prep



Containers



Section 2 of 2

Capital Improvement Projects

Status Summary — September 2026

7 Active Projects

2 Completed This Cycle

1 Emergency Response

Farm Animal Barn & F Building Veterinary Medical Technology Upfit

Value engineering on the Barn Project prompted a scope reassessment; the Vet Med Tech program is being separated into a dedicated upfit of the Horticulture Building funded by SCIF.

Farm — Animal Barn Project

Capital Improvement Project

Pre-Design Report

- Value engineering required to stay within grant budget impacted **instructional and programmatic capacity**
- Stakeholders approved to **redesign**, focusing on essential program requirements within grant funding limitations
- Stick built barn structure



F Building — Veterinary Medical Technology Upfit

Capital Project — SCIF Funded

Pre-Design Services Being Solicited

- Separated from Barn Project as its own capital project; **funded by SCIF**
- Will upfit Horticulture Building (F Bldg) into veterinary teaching spaces: **exam rooms, x-ray, and animal holding spaces**
- Keeps program on main campus for **long-term programmatic effectiveness**
- Feasibility study and pre-design services being solicited from established design firms per Capital Project Threshold Changes

Third Floor Biotech COE Upfit | Tech Infrastructure Replacement

The Biotech COE upfit is in its final stretch, while three parallel tech infrastructure tracks are hitting key milestones through year-end.

Third Floor Biotechnology COE Upfit

In Progress

Construction Status

- Interior work nearly complete; mechanical system installation ongoing
- Opening delayed to September; cabling coordination underway for IT, AV, and security

Furniture & Coordination

- Furniture ordered with phased deliveries to avoid contractor conflicts

Ribbon Cutting

- Schedule with Public Officials Breakfast, Dec 9th

Tech Infrastructure Replacement — Three Tracks

Active

Campus Data Resiliency

Spectrum install complete; second independent internet connection doubles available student bandwidth

Structured Cabling

Colliers selected as design consultant; construction bid advertisement planned November 2026; construction begins December 2026

Wireless Improvements

Carrington-Scott campus improvements ongoing; 1 buildings remaining; completion targeted September 2026

Completed Projects | G Building HVAC

Two projects have reached completion, while an emergency CHW line failure at Gee Building is being resolved with a permanent exposed-pipe replacement solution.

Completed Capital Projects

Completed

Campus Security Rekeying & Hardware Replacement

Installation complete across majority of campus buildings; estimated full completion August 7, 2026.

Completed

BCOE DOAS System Modification

Contractor completed installation of DOAS system modifications.

G Building – HVAC, Chilled Water Line Replacement

Active — Emergency Response

- Chiller failure caused by large leak in CHW lines buried 12 feet underground behind retaining wall.
- Excavation and patching would require significant structural shoring without guarantee of complete repair.

Solution

New CHW lines installed along southeast wall of Gee Building; piping mounted to retaining wall, heat-taped, and insulated — permanent and maintainable.

$180,020

Total project cost — G Building CHW Line Replacement

Summary and Next Steps

Bond project is advancing toward completion, while capital projects reflect active construction, scope refinement, and infrastructure modernization.

Board Actions Required

Farm Animal Barn

Board approval requested to redesign scope within grant funding limitations, ensuring essential programmatic requirements are met.

President-Approved Projects

Budgeted Capital Projects at or below $50,000 approved by the President this cycle: None

Upcoming Milestones

- **Third Floor Biotechnology COE Upfit – Project Completion**
  Sept 29, 2026
- **Burlington Site — Project Completion**
  On or about October 30, 2026
- **Structured Cabling Construction Bids**
  November 2026

Thank You.

Alamance Community College
Buildings and Grounds Committee Meeting
Capital Project Budget Plan For Fiscal Year 2027
As of August 31, 2026

1	County Capital--FY 2027 Allocation	Budget	Actual	Remainder
a.	Various Campus Renovations & Repairs	30,000	15,493	14,507
b.	Roofing Preventative Maintenance Year 5	17,000	-	17,000
c.	Gee Building Chiller Emergency Repair	180,000		180,000
d.	Elevator Upfit	88,500		88,500
e.	Biotech DOAS	54,000	53,160	840
f.	Uncommitted Allocation	270,500		270,500
	County Capital Funds Available	**640,000**	**68,653**	**571,347**

3.	County-State-Federal Projects	Budget	Total Expended	Remainder
a.	Public Safety Training Center- Phases 1 and 2	30,333,664	23,427,998	6,905,666
		30,333,664	**23,427,998**	**6,905,666**

4.	Non-County Projects	Budget	Total Expended	Remainder
a.	Campus Exterior Wayfinding Project	302,600	227,923	74,677
b.	Veterinary Medical Technician Instr. Center	1,850,000	178,816	1,671,184
c.	Technology Infrastructure Project	1,500,000	808,650	691,350
d.	BioTech Center Third Floor Upfit	2,542,000	1,076,751	1,465,249
e.	Main Campus Rekeying Project	338,000	336,383	1,617
f.	Uncommitted Allocation	684,028	-	684,028
		7,216,628	**2,628,523**	**4,588,105**
	TOTAL CAPITAL PROJECTS	**37,550,292**	**26,056,522**	**11,493,770**
	Funds Available for Future Projects	**1,255,375**		

Capital Project Change Orders Signed by the President

Third Floor Biotechnology COE Upfit

In Progress

Change Orders

- COP #1 – Concrete Topping | $20,076
- COP #2 – Hallway Bulkhead Jog | $3,695
- COP #3 – Hang and Finish Exterior Wall in Biology Lab | $2,383 (Rejected)
- COP #4 – Furr Wall for TV Box in Classroom 1 | $1,339
- COP #5 – Break Metal at Classroom 1 Curtain Wall | $2,430
- COP #6 – Raise Existing Sprinkler Lines | $2,368
- COP #7 – Extend Bulkhead in Room C331 | $1,194
- COP #8 – Drywall Reveals | $2,335
- COP #9 – Ductwork Not Demolished (Credit) | ($1,019)
- COP #10 – Rubber Base Color Change | $1,421
- COP #11 – Biology Lab Knee Wall | $2,685
- COP #12 – Corner Guard Removal (Credit) | ($617)

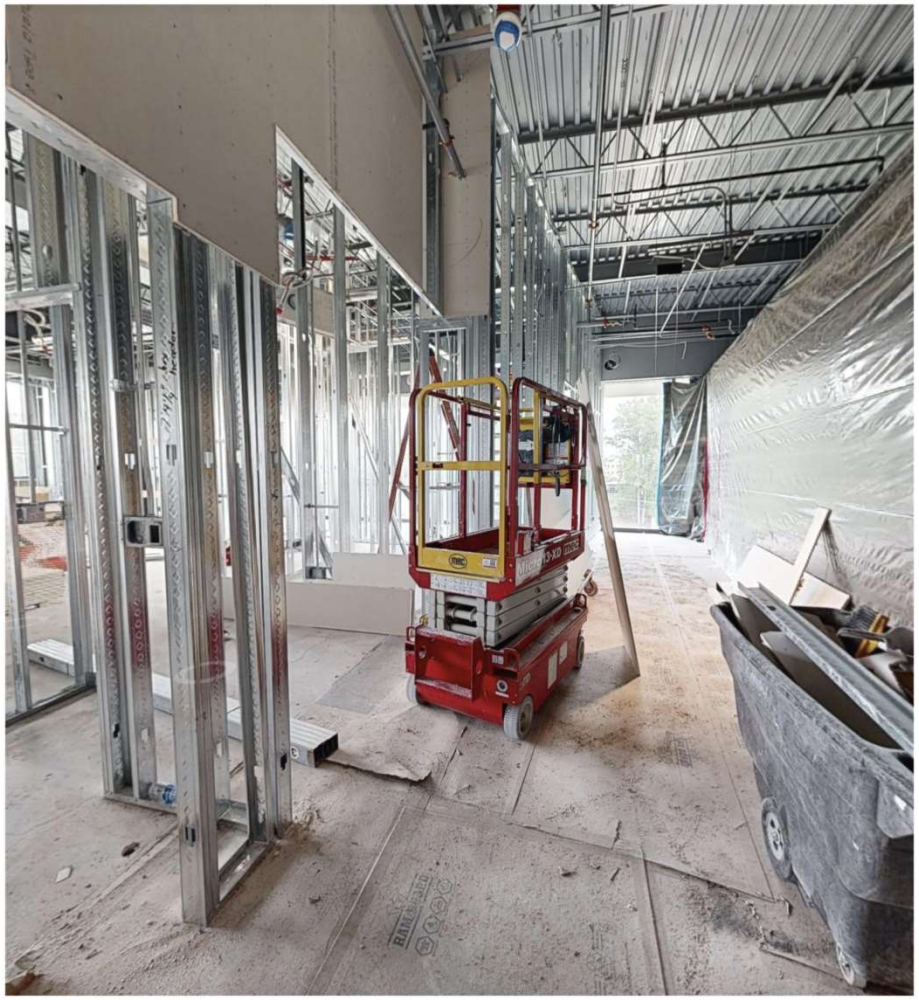
TOTAL COs: $32,212.00

TOTAL Owner Contingency

$ 103,500.00

TOTAL REMAINING Owner Contingency

$ 71,288.00



ALAMANCE COMMUNITY COLLEGE

Board of Trustees Financial Report

State and County Funds —Budget Overview
Institutional Funds Update

Fiscal Year 2026–27 · Two Months Completed · Prepared for the Board of Trustees

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, 2026**. 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:

State Accounting Fund: Year-to-Date Budget Report
County Accounting Fund: Year-to –Date Budget Report
Institutional Accounting Fund: Year-to-Date Summary and Detail

Negative program balances: Planned negative balances appear in reports usually as a result of spending first, then receiving reimbursement later, such as with financial aid, grant programs, and capital projects. There are no Institutional funds with unplanned negative balances to report.

STATE FUNDS

Instruction and Student Support

Purpose	Title	Beginning Balance 7/1/26	YTD Actual (8/31/26)	Balance	% Spent
220	Curriculum Instruction	$18,595,198	$2,300,839	$16,294,359	12.4%
310	Occupational Ext. Instruction	$2,359,147	$278,813	$2,080,334	11.8%
321	Adult Basic Education/ESL	$1,314,726	$187,803	$1,126,923	14.3%
322	Adult High School	$195,424	$32,333	$163,091	16.5%
373	Literacy Special Programs	$54,399	$913	$53,486	1.7%
374	WIOA Title 2 AELFA Sec 243	$101,747	$16,051	$85,696	15.8%
375	BioBetter	$226,951	$27,137	$199,814	12.0%
	Instruction Total	**$22,847,592**	**$2,843,888**	**$20,003,704**	12.4%
311	Occupational Ext. Support	$1,425,123	$206,175	$1,218,948	14.5%
378	Apprenticeship Expans - State	$15,821	$0	$15,821	0.0%
410	Library/Learning Center	$456,935	$74,901	$382,034	16.4%
421	Curriculum	$1,876,044	$268,402	$1,607,642	14.3%
422	Continuing Education	$1,176,336	$180,935	$995,401	15.4%
530	Childcare	$41,410	$5,462	$35,948	13.2%
554	Short-term Workforce Grant	$26,000	$0	$26,000	0.0%
560	Finish Line (EANS) FY23-24	$19,333	$1,418	$17,915	7.3%
930	Books	$49,432	$5,640	$43,792	11.4%
	Student Support Total	**$5,086,434**	**$742,934**	**$4,343,500**	14.6%

STATE FUNDS

Student Services, Industry Support, Operations, and Equipment

Purpose	Title	Beginning Balance 7/1/26	YTD Actual (8/31/26)	Balance	% Spent
510	Student Services	$3,953,187	$577,327	$3,375,860	**14.6%**
525	IDD Training (Devt Disab)	$194,000	$17,457	$176,543	**9.0%**
	Student Services Total	**$4,147,187**	**$594,784**	**$3,552,403**	**14.3%**
361	Customized Training	$59,291	$16,310	$42,981	**27.5%**
363	Small Business Centers	$178,001	$31,174	$146,827	**17.5%**
364	FIT - State Appropriation	$40,000	$7,321	$32,679	**18.3%**
365	FIT-State App Instruction	$20,000	$1,775	$18,225	**8.9%**
	Industry Support Total	**$297,292**	**$56,581**	**$240,711**	**19.0%**
110	Executive Management	$1,556,519	$283,389	$1,273,130	**18.2%**
120	Financial Services	$2,282,590	$274,402	$2,008,188	**12.0%**
130	General Administration	$2,338,793	$351,181	$1,987,612	**15.0%**
140	Information Systems (Admin)	$2,060,590	$354,702	$1,705,888	**17.2%**
	Operations Total	**$8,238,492**	**$1,263,674**	**$6,974,818**	**15.3%**
920	Equipment	$1,906,798	$2	$1,906,796	**0.0%**
940	Categorical Equipment	$35,000	$0	$35,000	**0.0%**
	Equipment Total	**$1,941,798**	**$2**	**$1,941,796**	**0.0%**
	Grand Total	**$42,558,795**	**$5,501,863**	**$37,056,932**	**12.9%**

STATE FUNDS

Budget Insights

1

12.9%

of the State budget spent

This is below the expected pace of 16.67% with two months of the fiscal year completed.

2

19.0%

spent on Industry Support

The highest spend rate of any function — driven by annual contracts and grant-funded projects incurred as they occur.

3

One College

reporting model

The report is now grouped by college function rather than department, reflecting the move to a One College model. It also shows that 75% or $32,081,213 of the state budget is spent on Instruction and Student Support.

COUNTY FUNDS

County Current Expense Fund

Purpose	Title	Beginning Balance 7/1/26	YTD Actual (8/31/26)	Balance	% Spent
110	Institutional Support	$707,688	$336,585	$371,103	**47.6%**
610	Plant Operation	$3,685,194	$673,820	$3,011,374	**18.3%**
620	Plant Maintenance	$725,000	$149,672	$575,328	**20.6%**
	Plant Operation & Maintenance	**$4,410,194**	**$823,492**	**$3,586,702**	**18.7%**
	Total Current Expenses	**$5,117,882**	**$1,160,077**	**$3,957,805**	**22.7%**
	Buildings & Grounds	**$640,000**	**$68,778**	**$571,222**	**10.7%**
920	Capital	$640,000	$68,778	$571,222	**10.7%**
	Total County Current Expense Fund	**$5,757,882**	**$1,228,855**	**$4,529,027**	**21.3%**

COUNTY FUNDS

Budget Insights

1

21.3%

of the County budget spent

Above the two-month benchmark of 16.67%, driven largely by expenses paid at the start of the fiscal year.

2

47.6%

spent on Institutional Support

Includes a $130,000 annual insurance payment; other up-front administrative costs overstate the expected pace for the year.

3

Facilities

driving Plant Operations costs

Service contracts paid up front, new-year maintenance, and higher summer electricity costs all contributed to early spending.

ALAMANCE COMMUNITY COLLEGE

Institutional Fund Balances Report

Fiscal Year 2027 — Totals by Group, Subgroup, and Unit

Institutional Totals by Group and Subgroup

Unit-level detail collapsed — subgroup and group totals only

Group / Subgroup	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
College Funds				
Bookstore	$1,734,548	$196,096	$390,238	$1,540,406
Proprietary	$(6,942)	$1,157	$1,279	$(7,063)
Unrestricted	$559,163	$14,960	$5,014	$569,109
Vending	$21,128	$1,877	$383	$22,622
Total — College Funds	**$2,307,897**	**$214,090**	**$396,914**	**$2,125,073**
College Support Funds				
College Fees	$743,895	$56,584	$39,318	$761,162
Course Fees	$535,088	$96,653	$119,903	$511,837
Live Projects	$249,411	$7,520	$8,860	$248,071
Self-Supporting	$644,132	$29,663	$19,659	$654,137
Total — College Support Funds	**$2,172,526**	**$190,420**	**$187,740**	**$2,175,207**
Financial Aid and Scholarships				
Federal Administrative Funds	$173,803	$-	$5,754	$168,049
Federal Financial Aid	$(18,814)	$-	$17,279	$(36,093)
State Scholarships	$(52,669)	$58,087	$7,120	$(1,702)
Total — Financial Aid and Scholarships	**$102,321**	**$58,087**	**$30,153**	**$130,254**
Grants				
College Grants	$4,626	$(1,576)	$(2,571)	$5,621
Federal Grants	$(2,487)	$14,878	$124,031	$(111,640)
NCCCS Grants	$1,070,424	$-	$76,225	$994,199
State Grants	$741,049	$1,500	$97,420	$645,129
Total — Grants	**$1,813,611**	**$14,802**	**$295,105**	**$1,533,308**
Capital Funds				
Capital Projects	$103,749,665	$725,241	$869,342	$103,605,564
Total — Capital Funds	**$103,749,665**	**$725,241**	**$869,342**	**$103,605,564**
GRAND TOTAL — ALL FUNDS	**$110,146,020**	**$1,202,640**	**$1,779,255**	**$109,569,406**

College Funds

Detail by unit description, with group subtotal

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
BibliU Bookstore Charges	$137,460	$195,430	$388,290	$(55,400)
Bookstore	$1,597,088	$666	$1,948	$1,595,806
Graduation	$(6,942)	$1,157	$1,279	$(7,063)
Administrative Services	$3,656	$-	$3,279	$377
Board of Trustees	$(6,147)	$-	$378	$(6,525)
Capital Investments Fund	$339,704	$11,776	$-	$351,481
Continuing Education	$(733)	$-	$-	$(733)
Curriculum	$4,631	$-	$639	$3,992
Duplicating Center	$3,742	$-	$2,514	$1,228
Executive Vice President	$3,554	$-	$-	$3,554
Fiscal Services	$208,424	$3,183	$(7,264)	$218,872
Lost Revenues-Instituional	$533	$-	$-	$533
Lost State Revenue	$2,411	$-	$2,309	$102
Presidents Office	$5,856	$-	$2,145	$3,712
Public Information & Marketing	$(56,451)	$-	$1,014	$(57,465)
Thigpen Trust	$49,982	$-	$-	$49,982
Otter Cup	$(3,183)	$1,107	$243	$(2,319)
Snack Bar	$24,311	$771	$141	$24,941
Total — College Funds	**$2,307,897**	**$214,090**	**$396,914**	**$2,125,073**

College Support Funds

Detail by unit description — continued (part 1 of 3)

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
Career Services	$1,995	$-	$-	$1,995
CE Technology Fee	$-	$-	$-	$-
Curriculum CAPS Fee	$127,739	$11,136	$37,668	$101,207
Curriculum Technology Fee	$131,335	$16,046	$-	$147,381
Discretionary Reserves	$270,071	$-	$-	$270,071
Learning Resource Center	$1,809	$(138)	$-	$1,672
Professional Development	$(4,468)	$-	$-	$(4,468)
QEP- Quality Enhancement Plan	$(69,451)	$-	$-	$(69,451)
Student Activity Fee - CU	$259,657	$27,244	$1,650	$285,250
Traffic Control, Parking and Safety	$25,208	$2,296	$-	$27,504
Advertising Graphics Technology	$(1,388)	$775	$-	$(613)
Agriculture	$1,350	$-	$-	$1,350
Automotive Technology	$3,267	$487	$-	$3,754
Beauty Professional	$18,604	$438	$5,679	$13,363
Biotechnology	$5,298	$500	$2	$5,796
BLET	$(9,573)	$-	$420	$(9,993)
BLET Uniforms	$12,210	$206	$-	$12,416
Computer Aided Drafting Technology	$1,218	$360	$-	$1,578
Con-Ed Fees - Public Safety	$136,374	$6,203	$-	$142,577
Con-Ed Fees - Special Programs	$27,330	$613	$-	$27,942

College Support Funds

Detail by unit description — continued (part 2 of 3)

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
Cosmetology	$182,380	$9,035	$4,583	$186,832
Criminal Justice	$4,000	$550	$-	$4,550
Culinary Technology	$933	$244	$-	$1,178
Dental Assistant	$94,575	$1,738	$2,191	$94,122
Emergency Medical Science	$10,863	$804	$-	$11,667
EMS - Burlington	$(22)	$-	$-	$(22)
EMS-Graham	$33,161	$1,427	$6,611	$27,978
Health Care	$2,243	$2,870	$-	$5,113
Humanities & Fine Arts	$1,950	$550	$-	$2,500
Law Enforcement - Cont Edu	$6,368	$10,000	$-	$16,368
Machining	$5,893	$1,348	$-	$7,241
Massage Therapy	$56,037	$5,178	$3,153	$58,062
Mechatronic/Industrial Systems	$2,062	$1,475	$-	$3,537
Medical Assistant	$33,840	$2,275	$680	$35,436
Medical Lab Technician	$4,678	$1,766	$-	$6,444
Misc Curriculum Fees	$12,230	$2	$-	$12,232
Natural Sciences	$44,304	$12,100	$3,140	$53,264
Nurse Aide	$32,476	$2,745	$-	$35,222
Nursing	$(30,872)	$18,680	$81,223	$(93,415)
Pottery	$5,956	$2,525	$2,181	$6,300

Source: Finance_Inst_Fund_Balances_2026.xlsx

College Support Funds

Detail by unit description — continued (part 3 of 3)

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
Professional Development& CEUs	$3,833	$3,494	$5,255	$2,072
Professional Dog Grooming	$(9,280)	$1,061	$6,237	$(14,456)
Trade & Industry	$510	$90	$3,864	$(3,264)
Vet Tech - HCWF	$2,249	$75	$-	$2,324
Welding	$62,172	$10,359	$-	$72,531
Woodworking	$4,035	$735	$1,950	$2,820
Agriculture Sciences	$-	$-	$-	$-
Animal Care and Management	$393	$-	$-	$393
Culinary Food Service	$22,841	$3,465	$1,594	$24,712
Comm Svc - Graham - Fee Supp	$8	$-	$(18,386)	$18,394
Comm Svc - Graham - Self Supp	$310,844	$2,500	$-	$313,344
Comm Svc- Self Supp - Jail	$6,219	$-	$-	$6,219
Continuing Educ Service Fees	$65,558	$4,595	$-	$70,153
Corporate Education Self Supp	$(15,289)	$250	$2,283	$(17,322)
Non-FTE/ Self-Supporting	$12,335	$17,399	$9,414	$20,319
Occupational Extension	$193,379	$2,490	$-	$195,869
OE Self Supp	$22,727	$806	$4,218	$19,316
Public Offerings	$(1,279)	$-	$-	$(1,279)
Special Programs	$10,021	$1,828	$633	$11,216
Summer Camp	$39,610	$(205)	$21,497	$17,908
Total — College Support Funds	**$2,172,526**	**$190,420**	**$187,740**	**$2,175,207**

Source: Finance_Inst_Fund_Balances_FY26.xlsx

Financial Aid and Scholarships

Detail by unit description, with group subtotal

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
Overhead Receipts - DOE	$149,850	$-	$5,754	$144,096
Overhead Receipts - VA	$23,953	$-	$-	$23,953
CARES Institutional Relief	$(250)	$-	$-	$(250)
CARES Student Relief	$14,871	$-	$-	$14,871
Education Lottery Fin Aid	$1,451	$-	$-	$1,451
Pell 2007 - 2008	$836	$-	$-	$836
Pell 2008 - 2009	$-	$-	$-	$-
Pell 2011 - 2012	$(5,784)	$-	$-	$(5,784)
Pell 2012 - 2013	$(5,786)	$-	$-	$(5,786)
Pell 2013 - 2014	$0	$-	$-	$0
Pell 2017 - 2018	$913	$-	$-	$913
Pell 2023-2024	$(683)	$-	$-	$(683)
Pell 2024 - 2025	$-	$-	$-	$-
Pell 2025-2026	$(34,772)	$-	$17,279	$(52,051)
SEOG	$10,390	$-	$-	$10,390
Community College State Grant	$(133,255)	$-	$-	$(133,255)
FELS	$-	$-	$-	$-
Finish line grant emer 22-23	$(2,400)	$-	$(400)	$(2,000)
Golden Leaf Scholarships	$(19,733)	$9,483	$-	$(10,250)
Helene relief	$(1,195)	$-	$-	$(1,195)
Less than Half Time Grants	$(19,641)	$-	$(108)	$(19,533)
NC Guarantee	$97,289	$48,604	$(872)	$146,765
OSBM Student Support - 50223	$8,854	$-	$8,500	$354
Targeted Assistance Grant	$19,318	$-	$-	$19,318
Underserved Student Adv Outreach	$(1,905)	$-	$-	$(1,905)
Total — Financial Aid and Scholarships	**$102,321**	**$58,087**	**$30,153**	**$130,254**

Source: Finance_Inst_Fund_Balances_FY26.xlsx

Grants

Detail by unit description — continued (part 1 of 2)

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
Adult Learner Project Program	$5,453	$-	$-	$5,453
AgSouth Grant	$670	$-	$-	$670
AHEC Grant	$-	$-	$-	$-
Criminal Justice Fellow scholarship	$(1,974)	$(1,576)	$(3,152)	$(398)
Cyberskills Grant	$704	$-	$-	$704
Digital Navigator Grant	$8,547	$-	$581	$7,965
Firehouse Public Safety Grant	$(1,940)	$-	$-	$(1,940)
Institutional Work Study	$(308)	$-	$-	$(308)
NC Agventures (grant JH)	$3,180	$-	$-	$3,180
NEXT NC Acceleration Grant	$202	$-	$-	$202
Nonprofit VOTE	$1,294	$-	$-	$1,294
Summer Accelerator Grant	$-	$-	$-	$-
Technology Grant	$(11,203)	$-	$-	$(11,203)
Wells Fargo Technical Scholars	$-	$-	$-	$-
ACE Grant	$45,485	$-	$8,827	$36,658
AEFLA Section 243	$(3,524)	$-	$-	$(3,524)
AJOBS-JCPC Grant	$(45,382)	$-	$17,011	$(62,393)
Americorp	$2,997	$-	$2,367	$630
AWESM Grant	$174	$-	$-	$174
BioWorks Federal Grant	$(1,638)	$-	$-	$(1,638)
College Work Study	$86,878	$-	$11,375	$75,503

Grants

Detail by unit description — continued (part 2 of 2)

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
SIP - PACE Program	$2,324	$-	$55,980	$(53,656)
Steps4Growth Fed Grant (ARP)	$(49,860)	$-	$-	$(49,860)
TRIO Student Support Services	$(39,940)	$14,878	$28,471	$(53,534)
Longleaf Commitment Grant	$225,541	$-	$-	$225,541
NC Community Colleges Boost	$767,973	$-	$72,999	$694,974
NC Reconnect	$75,000	$-	$3,226	$71,775
NCCCS Glaxo Early childhood Scholarship	$500	$-	$-	$500
NCCCS Glaxo Teacher Promise Scholarship	$1,410	$-	$-	$1,410
AdvanceNC	$50,000	$1,500	$-	$51,500
AJOBS-Impact Alamance	$(385)	$-	$204	$(589)
America 250 Grant	$6,497	$-	$560	$5,937
C-Step Grant	$(8,053)	$-	$310	$(8,362)
GEER	$(7,077)	$-	$-	$(7,077)
Goldenleaf-Pract Nursing Grnt	$(1,138)	$-	$-	$(1,138)
Governors Crime Commission	$2,073	$-	$-	$2,073
NC Space Grant	$(4,791)	$-	$-	$(4,791)
NCSU Federal Biotech 5-yr Grant	$43,025	$-	$-	$43,025
NSF Mentor Connect	$(831)	$-	$-	$(831)
Our State Our Work OSOW Grant	$1,784	$-	$-	$1,784
Short -Term Workforce Dev Grant	$-	$-	$1,000	$(1,000)
TECAT State Funds	$659,946	$-	$95,346	$564,600
Total — Grants	**$1,813,611**	**$14,802**	**$295,105**	**$1,533,308**

Source: Finance_Inst_Fund_Balances_FY26.xlsx

Capital Funds

Detail by unit description, with group subtotal

Unit Description	Beginning Balance 7/1/26	Revenues	Expenses	Ending Balance
BioTech Third Floor Uplift	$(84,256)	$720,798	$637,871	$(1,329)
Campus Security Rekeying Project	$-	$-	$183,641	$(183,641)
Covington Barn	$(71,690)	$1,300	$45,211	$(115,601)
Elevated Walkway / Settlement	$-	$-	$-	$-
Public Safety Training Center	$33,411	$3,144	$2,619	$33,936
Welding Ventilation	$10,000	$-	$-	$10,000
Expended Plant Fund	$103,862,199	$-	$-	$103,862,199
Total — Capital Funds	**$103,749,665**	**$725,241**	**$869,342**	**$103,605,564**

Source: Finance_Inst_Fund_Balances_FY26.xlsx

ALAMANCE COMMUNITY COLLEGE

Board of Trustees
Committee Appointments
2026-27

Committee	Chair	Members
Executive	Ken Walker	Ken Walker, Jim Butler, Julie Emmons
Budget & Finance	Pete Glidewell	Pete Glidewell, Steve Carter, Lauren Kapler, Steve Ross
Building & Grounds	Bill Gomory	Bill Gomory, Walter Britt, Steve Carter, Pete Glidewell, Steve Ross
Curriculum & Student Engagement	Julie Emmons	Julie Emmons, Walter Britt, Lauren Kapler, Blake Williams
Personnel	Roslyn Crisp	Roslyn Crisp, Jim Butler, Steve Carter, Blake Williams
Legislative	Grant Brooks	Grant Brooks, Jim Butler, Julie Emmons, Bill Gomory
ACC Foundation Liaisons		Roslyn Crisp, Bill Gomory
Legislative Representatives		Jim Butler, Grant Brooks

Board of Trustees SEI Filing & Ethics Education

Trustee	Appointment Start Date	Appointment End Date	Last SEI Received Date	Last Education Received Date	Next Education Due Date
Britt	7/1/2025	6/30/2029	3/2/2026	9/12/2025	9/12/2027
Brooks	7/1/2025	6/30/2030	4/6/2026	12/26/2025	12/26/2027
Butler	7/1/2024	6/30/2028	3/6/2026	8/11/2026	8/11/2028
Carter	7/1/2021	6/30/2029	1/30/2026	8/28/2026	8/28/2028
Crisp	7/1/2025	6/30/2029	2/1/2026	2/6/2025	2/6/2027
Emmons	7/1/2024	6/30/2028	3/2/2026	8/4/2026	8/4/2028
Glidewell	8/29/2019	6/30/2027	3/2/2026	8/28/2026	8/28/2028
Gomory	7/1/2012	6/30/2028	1/15/2026	2/11/2026	2/11/2028
Kapler	7/20/2026	6/30/2030	7/30/2026	8/11/2026	8/11/2028
Ross	1/1/2027	6/30/2030		3/19/2025	2/6/2027
Walker	7/3/2023	6/30/2027	4/1/2026	3/31/2025	3/31/2027
Williams	7/1/2015	6/30/2027	1/28/2026	8/28/2026	8/28/2028

Alamance Community College
Student Government Association Report

Fall Semester 2026-2027
Prepared by: Citlaly Garcia Guijon
President, Student Government Association
September 14, 2026

A Message from the President

It is an honor to serve as President of the Alamance Community College Student Government Association for the 2026-2027 academic school year. Over the past couple of months, I have had the opportunity to interact with and work alongside our SGA members, students, faculty, and staff, and it has been made clear that the community we have at ACC is truly special. Everyone I have met has been so open to helping, sharing ideas, and lending a hand, no matter the project or what we are working toward. Being able to experience that sense of community firsthand has made me excited for what we can accomplish together this year.

As president, I want to continue fostering that same sense of community by being someone students feel comfortable approaching. As we move through the semester and school year, I hope to continue encouraging student involvement and making SGA more accessible to the students it represents. I am grateful for the opportunity to serve in this role, and I hope that throughout my term, students see SGA and Alamance Community College as a place where their voice matters, their ideas are heard, and most importantly a place where they belong.

Summer Preparation

Over the summer, SGA focused on preparing for the academic year, developing our leadership skills, and connecting with incoming students. Through planned meetings, leadership development opportunities, and participation in new student orientations, we were able to lay the groundwork for a successful year and begin building connections with students before the semester began.

- **SGA Meetings (10) -** Held meetings throughout the summer to plan events, discuss ideas, and prepare for the upcoming academic year.
- **AMP Camp -** SGA board members participated in a leadership retreat focussed on team building, networking, and self-actualization as a foundation for successful leadership.
- **NCCCS Student Leadership Development Program -** Two of our SGA students were selected to participate in a year-long leadership experience connecting students from North Carolina's 58 community colleges (Citlaly Garcia Guijon and Antonio Santos).

- **New Student Orientations (3) -** SGA participated in all of ACC's new student summer orientations to welcome incoming students, introduce them to SGA, and share information about our role and opportunities for involvement.

August - Welcoming Students

August was focused on welcoming students back to campus, introducing our new SGA Executive Board, and creating opportunities for students to connect with both SGA and the ACC community.

- **First Day with SGA (August 17- 18) -** SGA welcomed students back with breakfast and activities at the Main and Dillingham campuses, as well as grab-and-go breakfast options at several campus locations.
- **Welcome Week (August 24-28) -** SGA hosted five days of activities focused on connection, motivation, student involvement, campus resources, and career preparation.
    - **Motivation Monday:** Students were invited to write a motivational note for someone else and take one for themselves while enjoying a dirty soda.
    - **Talk to the Team Tuesday:** Students had the opportunity to meet the 2026-2027 SGA Executive Board, learn more about who we are, and enjoy a slice of pizza.
    - **Where Can I? Wednesday:** Students learned where to find important ACC and community resources, including tutoring, the library, public safety, career planning, and student support.
    - **Your Future Self Thursday:** Students received a free professional headshot and had the opportunity to create a career vision board while thinking about their future goals.
    - **FUN Friday:** Students were invited to enjoy a Pelican's Snoball, popcorn, and giant yard games while spending time with fellow students and the SGA team.
- **Overdose Awareness Day (August 31) -** SGA hosted an awareness table featuring information, facts/statistics, and resources related to overdose awareness and prevention.

Looking Ahead

As we move through the first semester, SGA will continue to create opportunities for student involvement, campus communication, awareness, and leadership. Each month includes events and initiatives designed to address topics that affect our student body while creating opportunities for students to connect with one another and the larger ACC community.

September

- **Suicide Prevntion Month (September 1-30) -** Campus-wide awareness efforts, including the Pinwheel Project and bulliten boards including information about mental health resources.

- **Clubs and Subs (September 9) -** Encouraging students to explore ACC's campus organizations and find opportunities to become involved.
- **World Suicide Prevention Day/Pinwheel Project (September 10) -** A visual awareness campaign honoring college students lost to suicide each year.
- **9/11 Day of Observance (September 11) -** A campus-wide opportunity to remember and honor those affected by September 11, 2021, on its 25th anniversary.
- **Constitution Day & National Voter Registration Day (September 17) -** An opportunity to celebrate the Constitution, learn about civic engagement, and connect students with voter registration resources.
- **SGA Training Day (September 18) -** Providing SGA club representative members with training, leadership development, and preparation for their roles throughout the year.
- **N4CSGA Fall Central Division Meeting (September 19) -** SGA representation and networking with student government leaders from other community colleges.
- **Hazing Prevention/"Donut Haze" (September 23) -** Providing students with information about recognizing and reporting hazing while encouraging them to take a stand against it.
- **Healthy Haw Fest (September 30) -** Connecting students with campus and community resources while promoting healthy activities and wellness.

October

- **Domestic Violence and Breast Cancer Awareness Month (October 1-31) -** Month-long awareness efforts featuring educational information, facts/statistics, and resources.
- **SGA General Assembly Meeting (October 7) -** Continuing opportunities for student participation and communication with SGA.
- **Purple Thursday (October 8) -** Encouraging the campus community to wear purple in support of those affected by domestic violence.
- **Let's Taco' Bout Domestic Violence (October 8) -** An educational awareness event focused on domestic violence, featuring information, resources, and an opportunity for students to connect.
- **On Wednesdays We Wear Pink (October 28) -** Breast cancer awareness event recognizing survivors, honoring those affected, and remembering those we have lost.
- **Trunk or Treat (October 29) -** A community event bringing ACC students, families, and local children together for an evening of fun and community.

November

- **Smoking Prevention Month (November 1-30) -** Month-long awareness efforts focused on the health effects of smoking, prevention, and available resources.
- **SGA General Assembly Meeting (November 4) -** Continuing opportunities for student participation and communication with SGA.

- **Annual Holiday Market (November 7) -** Bringing local vendors and the ACC community together while supporting local businesses.
- **N4CSGA Fall Conference (November 13-15) -** Providing SGA members with opportunities for leadership development, networking, and representation at the state level.
- **Great American Smokeout (November 19) -** Sharing information, resources, and tools to encourage healthy choices and support students interested in quitting smoking.
- **Burlington Christmas Parade (November 21) -** Representing ACC and connecting with the surrounding Burlington community.

December

- **National Impaired Driving Prevention Month (December 1-31) -** Month-long awareness efforts focused on the dangers of impaired driving.
- **Behind the Blur (December 1) -** An impaired-driving awareness event featuring simulation googles, information from MADD (Mothers Against Drunk Driving), and a panel discussion with members of the local law enforcement community.
- **SGA General Assembly Meeting (December 2) -** Continuing opportunities for student participation and communication with SGA.
- **Fuel for Finals Stress Relief Event (December 9) -** A stress-relief event designed to help students take a break, recharge, and prepare for final exams.

Conclusion

The first few months of this academic year have been a great start for SGA, and I am proud of the work our members have already put in. From preparing over the summer to welcoming students back and planning the months ahead, there has been a lot of time, effort, and collaboration behind the scenes. I look forward to continuing this momentum throughout the rest of the school year and accomplishing many great things together.

Sincerely,
Citlaly Garcia Guijon
2026-2027 SGA President

Executive Leadership Team

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

Policy and Procedure Request Form

Name:

Date: August 18, 2026

Revoke: Policy 3.1.9 – President and Hiring Duties

Type of Request:

- ☐ **New Policy**
- ☐ **New Procedure**
- ☒ **Revised Policy**
- ☐ **Revised Procedure**
- ☐ **Revoke Policy**

Policy Chapter:

- ☐ **Chapter 1 Board of Trustees and Governance**
- ☐ **Chapter 2 Administrative**
- ☒ **Chapter 3 Human Resources**
- ☐ **Chapter 4 Instructional**
- ☐ **Chapter 5 Student Services**
- ☐ **Chapter 6 Business Services**
- ☐ **Chapter 7 Information Technology**

Policy Title: Policy 3.1.9 – President and Hiring Duties

Summary of Proposed Changes:

Policy 3.1.9 - President Hiring and Duties is recommended for revision to ensure compliance with amendments to G.S. 115D-20 enacted through Session Law 2023-134, Section 6.10(d) and to the State Board of Community Colleges Code enacted through North Carolina Community College System Numbered Memo CC2024-041, which revised the process for local boards of trustees to hire and reappoint community college presidents.

If time sensitive, proposed effective date: Click or tap here to enter text.

I. PRESIDENTIAL SELECTION PROCESS

A. When a presidential vacancy occurs or is anticipated, the Board shall notify the System President and invite the System President or the System President's designee to meet with the Board of Trustees to discuss legal requirements and other procedural matters while also providing technical assistance to the Board as needed.

B. In selecting the College's President, the Board shall, at minimum, consider general input from College and community stakeholders on the desired attributes of the College's president and evaluate more than one candidate for the position. The State Board of Community Colleges (SBCC) may waive this requirement at the request of the Board if the State Board determines it is in the College's interest to do so.

C. The Board shall submit at least one candidate to the System President for review at least 10 business days prior to the next regularly scheduled SBCC Personnel Committee meeting or at least ten business days prior to a special called SBCC Personnel Committee meeting.

D. While completing the review process, the System President or the System President's designee shall confirm that the Board completed a background check to include the following:

1. Social security number verification.
2. Criminal history check.
3. Civil litigation history check.
4. Education verification.
5. Employment verification.
6. Personal credit history check.

E. Upon completion of the review process, the System President shall present the name(s) of candidate(s) to the Personnel Committee of the SBCC for consideration and assessment.

F. Following consideration, ~~and~~ assessment, and approval of the candidate(s), the Personnel Committee of the SBCC or the SBCC shall authorize the System

President to communicate the Personnel Committee's or the SBCC's assessment to the Board.

G. The Board shall proceed with the final election process and submit the Board's final election to the SBCC for approval. The Board shall submit its recommendation in writing to the System President at least five business days prior to the next meeting of the SBCC.

H. The SBCC shall act upon the Board's election at the SBCC's regularly scheduled or special called meeting following receipt of the Board's election unless delayed for cause as determined by the SBCC.

I. The System Office shall convey in writing to the Chair of the Board the SBCC's action on the Board's election. The action of the SBCC is final.

~~I.~~J. Until the SBCC votes to approve the final candidate and communicates its approval to the Board, the College shall not publicly communicate or publicly confirm or deny the name of the final candidate submitted to the SBCC for approval.

~~J.~~K. The Board shall not execute a contract prior to SBCC action to approve the Board's presidential election unless it has a provision specifying that the effective date of the contract is subject to the SBCC's approval of the presidential election.

II. CONTRACT

The President shall receive a contract and the Board shall specify in the President's contract the contractual term, salary, additional benefits, if any, and contract termination procedures. The Board shall receive a copy of the President's contact and all addendums.

The Board may extend or renew the President's contract at any time, subject to approval by the State Board of Community Colleges.

III. DUTIES

The President is charged by the Board with full responsibility and authority for the College's operations pursuant to state and federal statutes, policies, rules and regulations, and the Board's policies and procedures. The President shall be responsible for other duties as the Board may delegate and require.

Adopted: June 13, 2022
Revised: ???

Legal Reference: N.C.G.S. § 115D-20; 1C SBCCC 300.1

Executive Leadership Team

1247 Jimmie Kerr Road
Graham, NC 27253-8000
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Policy and Procedure Request Form

Name:

Date: August 18, 2026

Revoke: Policy 6.3.14 - Authorization for Signature Machine

Type of Request:

- ☐ **New Policy**
- ☐ **New Procedure**
- ☐ **Revised Policy**
- ☐ **Revised Procedure**
- ☒ **Revoke Policy**

Policy Chapter:

- ☐ **Chapter 1 Board of Trustees and Governance**
- ☐ **Chapter 2 Administrative**
- ☐ **Chapter 3 Human Resources**
- ☐ **Chapter 4 Instructional**
- ☐ **Chapter 5 Student Services**
- ☒ **Chapter 6 Business Services**
- ☐ **Chapter 7 Information Technology**

Policy Title: Policy 6.3.14 - Authorization for Signature Machine

Summary of Proposed Changes:

Policy 6.3.14 - Authorization for Signature Machine, is recommended for revocation due to outdated language and its omission from the overall policy model adopted in 2022. The policy should have been revoked as part of that transition. Its provisions are adequately addressed through Policy 6.2.4 - Facsimile Signatures and Policy 7.1.2 - Electronic Signature.

If time sensitive, proposed effective date: Click or tap here to enter text.

~~That the Board of Trustees of Alamance Community College authorizes the use of a signature machine by the Secretary to the Board and the College Vice President of Business and Finance and accepts full responsibility of illegal, unauthorized, or improper use of such machine.~~

Adopted: May 9, 1977
Revoked: September 14, 2026

ALAMANCE COMMUNITY COLLEGE

Office of the Senior Vice President of
Student Learning & Workforce Development
PO BOX 8000
1247 Jimmie Kerr Road
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Final Summer 2026 FTE and Enrollment

	Summer 2025	% Change	Summer 2026
Curriculum			
Unduplicated Headcount	2,348	10%	2,578
Final FTE	545	8%	586
Continuing Education			
Unduplicated Headcount	3,447	10%	3,795
Final FTE	361	4%	377
Overall Totals			
Unduplicated Headcount	**5,795**	10%	**6,373**
Final FTE	**906**	6%	**963**

Year to Year FTE and Enrollment Comparison

	2024FA-2025SU	% Change	2025FA-2026SU
Curriculum			
Unduplicated Headcount	6,178	9%	6,740
Estimated FTE	3,979	9.5%	4,357
Continuing Education			
Unduplicated Headcount	3,447	10%	3,795
Estimated FTE	1,170	5.5%	1,235
Overall Totals			
Unduplicated Headcount	**9,625**	9.5%	**10,535**
Final FTE	**5,149**	8.6%	**5,592**

Fall 2026 Estimated FTE and Enrollment

	End of Fall 2025	% Change	Estimate for Fall 2026
Curriculum			
Estimated Headcount	4,983	9%	5,443
Estimated FTE	1,915	10%	2,097

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Grant 50223 | Student Support Grants: End-of-Grant Narrative Report

The Student Support Grant supported **636** students with tuition, certification costs, textbooks and course supplies, emergency assistance, and small business assistance.

Student Outcomes

- 17 Massage Therapy students received assistance with state board testing preparation and fees, resulting in a **100% pass rate**.
- 16 Dog Grooming students received assistance for the AKC Dog Grooming Exam, resulting in a **100% pass rate.**
- 12 additional Massage Therapy students received assistance with program tuition support. All 12 students **successfully completed Module 1 and are now enrolled in Module 2 for Spring 2026**, demonstrating strong retention and academic progression.
    - For comparison, the Spring 2025 Massage Therapy cohort had a 95% completion rate compared to the **100% completion rate** for these 12 students who received grant assistance.
- 4 HVAC ESL cohort students received tuition assistance and have since advanced, enrolling in the next three courses in their program sequence.
- 200 EMS students were supported by covering the required testing costs. **77% passed on their first attempt**, reducing financial barriers and helping them move efficiently toward certification and workforce entry.
- 87 students received GED Test vouchers in various subjects. **89.6% passed the GED Test on the 1st attempt.**
- **95% of students who received grant support for tuition successfully completed the course**, compared to a 62% course completion rate for students enrolled in Continuing Education courses with 12 or more contact hours who did not receive grant support.

How Students were Supported

- 98 students were supported with tuition costs, supporting continued enrollment and program completion.
- 250 students were provided support to cover certification/licensure costs upon successful course completion.
- 87 students received GED Test vouchers and 121 students received GED Ready Practice Test vouchers
- 67 students received Textbooks or required course supplies
- 6 students received emergency assistance due to experiencing unexpected hardship.
- 7 Small Business Center Students received funding for supplies to help launch or support their business

The Student Support Grant successfully achieved its intended objectives by reducing financial barriers, increasing access to workforce training, supporting student persistence, and promoting successful educational and workforce outcomes. The funding provided targeted assistance to students enrolled in programs that often have limited access to traditional financial aid resources, helping them remain engaged in their educational journeys and progress toward their goals.

The grant supported a wide range of student needs, including tuition assistance, credential and licensure testing, instructional materials, emergency support, and entrepreneurial assistance. These investments not only helped students overcome immediate financial challenges but also positioned them for long-term success through workforce credentials, continued education, and employment opportunities.

The outcomes detailed in this report demonstrate the positive impact of providing timely financial support to students. Participants achieved strong rates of course completion, credential attainment, program progression, and academic persistence. The grant also strengthened the college's ability to support adult learners, public safety professionals and small business owners seeking to improve their economic mobility through education and training.

When compared to the broader Dillingham Center and Workforce Development student population, students who received grant support demonstrated stronger outcomes in key areas such as course completion and credential attainment. For example, grant recipients had a course completion rate of 95 % compared to 62% for the overall Continuing Education student population. 141 EMS students were supported by covering the required testing costs. 77% passed on their first attempt compared to a 71% pass rate for 2025.

In addition to the immediate benefits realized during the grant period, the investment created lasting value by expanding access to credentialing opportunities and by establishing support mechanisms that can continue to positively impact students beyond the life of the grant. Overall, the Student Support Grant served as a critical resource for increasing student success, strengthening workforce readiness, and supporting the economic vitality of Alamance County.