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Sandhills Community College

Board of Trustees Regular Meeting

Tuesday, October 7th, 2:45 pm, 2025

Location: Clement Dining Room, Dempsey Student Center

Meeting Agenda

1. Call to Order

- **Presenter: Larry Caddell, Chairman**

Ethics Statement:

- In accordance with the State Government Ethics Act, Board members must avoid both conflicts of interest and appearances of conflict. Any member who is aware of a conflict or potential conflict should declare so and refrain from participating in the matter under consideration.

2. Recording of the Meeting

- **Presenter:** Larry Caddell, Chairman
 - This meeting is being recorded to assist with transcription. The recording is not the official record and will be deleted within one year. The approved minutes will serve as the official record.

3. Prayer

- **Presenter:** Bruce Hurst, Trustee
 - As we begin our meeting, we will take a moment for prayer and reflection.

4. Approval of the Agenda

- **Presenter:** Larry Caddell, Chairman

5. Approval of Minutes

- **Presenter:** Larry Caddell, Chairman
 - **Items Requiring Approval:** [2025-08-05_BoardofTrusteesMeetingMinutes.pdf](#)

Program Presentation

6. Workforce Innovation & Strategic Planning

- **Presenter:** Lindsey Farmer, Dean, Workforce Innovation and Strategic Planning & Team

SGA & Board of Trustee Committee Reports

7. Student Government Association Report

- **Presenter:** Nick Watts, SGA President

8. Governance Committee Report

- **Presenter:** Larry Caddell, Chairman

Items Awaiting Approval – October 2025 Board Meeting: [2025-08-05 Policy Comparison Chart \(1\).pdf](#)

- **SCC Policy 4.6 – Student Grievance:**

<https://www.sandhills.edu/policy/4-6-student-grievance.html>

- **Recommendation:** Update policy to remove specific titles and departments: [2025-06_Policy_4.6-Student Grievance \(1\) \(1\).pdf](#)
- **Rationale:** The policy reads more like a procedure, and the associated procedures address the proper grievance contacts and protocol.
- **Policy 1.14 – Accreditation:**
 - **Recommendation:** Add a new policy to ensure compliance

with state-mandated accreditation requirements: [2025-07-17_Policy_1.14 Accreditation \(1\) \(1\).pdf](#)

- **Policy 1.1 – Mission Statement:** <https://www.sandhills.edu/policy/1-1-mission-statement.html>
 - **Recommendation:** Replace the existing Equity Statement with an Equal Opportunity Statement: [2025-08-05_Policy1.1Mission Statement \(1\) \(1\).pdf](#)
- **Policy 2.1 – Equal Opportunity & Non-Discrimination:** <https://www.sandhills.edu/policy/2-1-equal-opportunity.html>
 - a. **Recommendation:** Remove to eliminate redundancy and align with the updated statement.
- **Policy 2.17 – Commitment to Diversity:** <https://www.sandhills.edu/policy/2-17-commitment-to-diversity.html>
 - **Recommendation:** Remove to eliminate redundancy and align with the updated statement.
- **Policies 4.14 & 5.17 – Discrimination and Harassment:** <https://www.sandhills.edu/policy/4-student-services.html>
 - **Recommendation:** Remove specific language to align with the updated institutional statement.

Items Requiring Approval – Policy Changes (First Reading):

- **Policy 5.16 – Employee Pay:** <https://www.sandhills.edu/policy/5-16-employee-pay.html>
 - **Summary:** Recommendation to replace the term “*equity*” with “*comparison.*”
- **Policy 5.22 – Civility:** <https://www.sandhills.edu/policy/5-22-civility.html>
 - **Summary:** Recommendation to archive Policy 5.22.

- **Rationale:** Policy 5.25 Employee Code of Conduct and Procedure 9.2.3 (Internet and Acceptable Use) cover similar content.
- **Policy 10.4 – Campus Crime:** <https://www.sandhills.edu/policy/10-4-campus-crime.html>
 - **Summary:** Recommendation to archive Policy 10.4 and create Policy 10.13 – Campus Security with updated language reflecting security and reporting requirements: [2025-09-02_Policy10.13 Campus Security Reporting Act-Clery Act.pdf](https://www.sandhills.edu/policy/2025-09-02_Policy10.13_Campus_Security_Reporting_Act-Clery_Act.pdf)
- **Policy 5.3 – Contractual Relationships:** <https://www.sandhills.edu/policy/5-3-contractual-relationships.html>
 - **Summary:** Recommendation to revise the language of Policy 5.3 – Contractual Relationships. Example revised language was reviewed and discussed: [2025-09-02_Policy 5.3 Contractual Relationships.pdf](https://www.sandhills.edu/policy/2025-09-02_Policy_5.3_Contractual_Relationships.pdf)

9. Building and Grounds Committee Report

- **Presenter:** Tim Carpenter, Vice Chairman
 - **Items Requiring Approval:**
 - **Updates:**

10. [Finance, Personnel, and Planning Committee Report](#)

- **Presenter:** Gene Horne, Trustee
- **Finance**
 - **Items Requiring Approval:**
 - **Reclassification of Uncollectable Student Accounts**
 - **Summary:** Write-off of \$66,605.48 in original student expenses. Students remain liable for repayment if they

return to school.

- **ENG 025 Course Materials Fee Justification**
 - **Summary:** Approval of a new \$23.00 course fee for a developmental English course.
- **Athletics Budget 2025–2026**
 - **Summary:** Approval of \$293,460 of Foundation funds for the 2025–2026 Athletics budget.
- **Updates:**
 - **Budget Status:** The College has not received the FY25 budget and is operating under a continuation budget.
 - **County Budgets:** Both Moore and Hoke counties are reported to be in good standing as of August 30, 2025.
 - **County Bonds Update:** Caddell Center project bid process closes September 25, with groundbreaking anticipated in November.
 - **OSBM Report (Moore Innovative High School/Workforce Trades)**
- **Reports:**
 - [FY25 Uncollectable Debt BOT 9.12.25.pdf](#)
 - [FY25 Bad Debt Write-Off Sandhills Community College BOT.pdf](#)
 - [ENG 025 Fee Justification 9.12.25.pdf](#)
 - [Budget Projection Athletics 2025 - 2026 for BOT Approval.pdf](#)
 - [Financial Report 08-31-25.xlsx](#)
 - [Status of State and County Bond Funds 08-31-25 .xlsx](#)
 - [OSBM Report September 2025.xlsx](#)
- **Personnel**

Items Requiring Approval:

- **Personnel Actions – New Employee:** [Bd October 7 2025 Action.pdf](#)
 - Jessica Cross, Visual Arts Instructor, effective 8/18/2025
- **Holiday Schedule for 2027:** [2026 & 2027 Holiday Schedule.pdf](#)
 - Approval of the College’s 2027 Holiday Schedule.
- **Updates:**
 - **New Hires, Separations, & Transfers:** [Bd October 7, 2025 Info.pdf](#) List of employee updates presented for review (no committee action required).
- **Planning**
 - **Items Requiring Approval:**
 - **College Strategic Plan (CSP):** [9.10.25 DRAFT CSP 2025 Annual Report \(1\).pdf](#)
 - Revised draft of the College Strategic Plan 2025 Annual Report presented. Notable update: Outcome L2.1 adjusted from 78.1% to 84.76% to reflect the average of two awareness measures, instead of only one.

11. Educational Programs and Student Affairs Committee Report

- **Presenter:** Billy Carter, Trustee
 - **Items Requiring Approval:**
 - No approvals required
- **Updates:**
 - Cooperative & Innovative High Schools

- Career & College Ready Pathway (Learn Updates)
- Workforce Continuing Education (WCE)
- Student Services
- Student Government Association & Student Life
- Workforce Innovation & Strategic Planning

12. Foundation Report

- **Presenter:** Dr. Germaine Elkins, Vice President, Engagement and Executive Director SCC Foundation
 - [2025-10-07 Foundation Report - Board of Trustees-1.pdf](#)
 - [SCCF Trustees Report Opportunity and Excellence - Oct 2025 \(2025FY\).pdf](#)

13. President's Report

- **Presenter:** Dr. Sandy Stewart, President

14. Other Business

- **Presenter:** Larry Caddell, Chairman

15. Trustee Comments

16. Closed Session

The Board will enter Closed Session pursuant to N.C.G.S. § 143-318.11(a)(3) to consult with legal counsel regarding matters subject to attorney-client privilege.

17. Adjournment