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## **Sandhills Community College**

### **Board of Trustees Regular Meeting**

**Tuesday, October 7<sup>th</sup>, 2:30 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**

# **THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE REGULAR MEETING MINUTES**

**Foundation Hall Lobby  
August 5, 2025, 5:00 p.m.**

**PRESENT:** Trustees Larry Caddell, Chairman; Tim Carpenter, Vice Chairman; Joseph Clendenin, Secretary; Gene Horne; Irish Pickett; Billy Carter; BethAnn Pratte; Stephen Woodward; Dell Cook; David McLean; Mike Freidel, Bruce Hurst; Richard Maness; Nicholas Watts, SGA President

**ABSENT:** Tony Hunt

**BOARD ATTORNEY:** John May, Robbins, May & Rich

**STAFF:** Dr. Sandy Stewart; Mary Bridschge; Dr. Rebecca Roush; Dr. Julie Voigt; Dr. D.J. Farmer; Dr. Germaine Elkins; Michelle Bauer; Steven Garner; Lindsey Farmer; Chad Williams; Karen Walker; Dave Daniels; Tess Regan; Teresa Sheets, Jennifer Pearce, Dwight Threet

**GUESTS:** Matt Lamb, The Pilot Newspaper; Stephanie Sellers, Sandhills News; Helen Probst Mills; Stewart Mills; Gary Evans; Lieutenant Colonel and Mrs. Bill Carl; Colonel Nick Christopher; Colonel Walt Havenstein; Tina Hlabse, Ramseur Maultsby

Mr. Caddell called the meeting to order at 5:00 p.m. He read the statute regarding conflicts of interest to the Trustees and asked the Board if there were any potential conflicts with the agenda items to be discussed. Hearing none, Mr. Caddell proceeded to the next item of business.

Mr. Hurst offered a moment of prayer.

Mr. Horne made a motion to approve the agenda. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Ms. Sheets administered the Oath of Office to incoming Trustees Richard Maness and Michael Freidel for appointments to the Sandhills Community College Board of Trustees. Mr. Maness was appointed by the President Pro Tempore of the Senate in July 2025. Mr. Freidel was appointed by the Moore County Commissioners in July 2025. Additionally, Chairman Larry Caddell and Trustee Bruce Hurst received the Oath for reappointment to the Board.

Mr. Caddell and Dr. Stewart presented commemorative bricks to outgoing Trustees Helen Probst Mills and Gary Evans. Ms. Probst Mills served two terms as a Trustee; Mr. Evans served a total of three terms. The bricks are inscribed with the recipient's names and years of service and will be positioned in a place of honor on the Graduate Walk located on the SCC campus.



Dave Daniels, Coordinator, Veterans Services, and Chad Williams, Vice President of Student Services recognized Lieutenant Colonel Bill Carl (Retired) and Mrs. Sandi Carl for their outstanding dedication to veterans and military families through their leadership. Also recognized were Colonel Nick Christopher and Colonel Walt Havenstein. These individuals serve through the Military Officers Association of America (MOAA), whose mission is to “Never Stop Serving.” Their long-standing support of Sandhills Community College has made a lasting impact on the military-affiliated students and the broader campus community.

Ms. Bauer introduced Ms. Marta Braun-Kane, Senior Director of Workforce Continuing Education, Health Care Training, and Nurse Aide Programming. Ms. Braun-Kane presented information regarding the School of Health, Wellness, and Public Safety, which offers more than twelve programs. Ms. Braun-Kane oversees programs which include Nurse Aid, Central Sterile Processing, Pharmacy Technician, and North Carolina Community Health Worker. Ms. Braun-Kane noted the importance of partnerships which are vital to the success of the Nurse Aide program. Students must have a total of 32 to 80 hours of clinical practice, which would not be possible without the help and coordination of FirstHealth leaders. Clinical sites for Nurse Aide are also held in nursing homes such as Penick Village, Quail Haven, and St. Joseph of the Pines.

Mr. Clendenin made a motion to approve the minutes of the June 3, 2025, Board of Trustees meeting. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Watts presented the Student Government Association (SGA) report. SGA leaders recently completed training for service on the SGA Board. The team toured the campus, reviewed Roberts Rules of Order, and made group pictures. The new position of Public Information Office (PIO) will be added to the SGA Board. The PIO will be responsible for writing newsletters and publishing the SCC Student Life page. Mr. Watts will attend an upcoming state-wide meeting of the SGA to be held at Cape Fear Community College.

### **Governance Committee Report**

Mr. Caddell called on Mr. Carpenter to review recommendations from the Governance Committee pertaining to the following policies and items:

- Review of Moore County Schools Memorandum of Understanding (MOU) and Moore Innovative High School MOU.  
The Moore County Board of Education has approved the MOU. Governance Committee recommendation is to move forward with the approval of the MOU.

Mr. Horne made a motion to approve the MOU for the Moore County Schools and for the Moore Innovative High School. Mr. Carter seconded the motion, and the motion passed unanimously.

- Clerical Updates and/or Errors Provision.  
Governance Committee recommendation is to move forward with approval, giving staff the ability to make clerical changes without Board approval, making no changes to policy meaning as written. A record of those changes and/or corrections of errors will be maintained and presented to the Board. Changes may include title, position, and name changes, typos, and grammatical errors.

Mr. Carpenter made a motion for approval to allow staff to make corrections and clerical updates without Board approval and to submit a record of corrections to the Board. Mr. Horne seconded the motion, and the motion passed unanimously.

- New Procedure - Registered Sex Offenders.  
Procedure under Policy 5.25 and 10.1.3 were introduced to formalize existing practices related to registered sex offenders. No Board action required.
- Policy 4.5 - Dress Code and Policy 4.11 – Academic Honesty  
Requested at June BOT meeting to delete both policies as they are associated with procedure in the Academic Honesty piece as well as the Student Code of Conduct, therefore reducing redundancy.

Mr. Carter made a motion to rescind Policy 4.5 and Policy 4.11. Mr. McLean seconded the motion, and the motion passed unanimously.

- Policies to be reviewed for approval at the October BOT meeting:

Policy 4.6 - Student Grievance - Removing specific titles and departments.

Policy 1.14 - Accreditation, which will be a new policy to be added, to ensure that the college is in compliance with State mandated accreditation requirements.

Policy 1.1 - Mission Statement which relates to the review of the website. Replaces the existing equity statement with an equal opportunity statement.

Policy 2.1 - Equal Opportunity & Non-Discrimination. Request to remove this policy to eliminate redundancy and align with the new Equal Opportunity statement.

Policy 2.17 - Commitment to Diversity - Request to remove this policy to avoid redundancy with the updated institutional statement.

Policy 4.14 & 5.17 - Discrimination and Harassment – Remove specific language to align with the updated institutional statement.

Mr. Carpenter made a motion, based on bylaws procedure, that policy reviews be moved to the October Board of Trustees meeting. Mr. Horne seconded the motion, and the motion passed unanimously.

## **Buildings and Grounds Committee Report**

Mr. Carpenter reported there are no items requiring Board approval.

Dr. Farmer presented the following updates:

- **Moore Innovative High School (MIHS)**  
In negotiation process with State Construction. Submitted the original 3-1, and design fees are under negotiation.
- **Caddell Center Classroom Building** - Dr. Farmer said that the design team has been working diligently. Will meet with the Town of Carthage on Thursday, August 7, at 6:00 p.m. Will present to Moore County Commissioners on Monday, August 18, at 6:30 p.m. The project will then go to bid, and the bid will remain active for 30 days. Following a review, will hopefully select a contractor, and will present the chosen contractor to the Board in October for approval. Following approval, there is typically a 30-day window for permitting. Optimistically looking for a November 1, 2025, groundbreaking.
- **Storm Impact and Pond Repairs** - Water levels need to come down to enable repairs. Waiting on design plan for emergency spillway.

## **Finance Committee Report**

Mr. Horne reported for the Finance Committee calling on Dr. Farmer to review the Financial Report through June 30, 2025. Dr. Farmer said that this was a strong year financially. There was an increase in the State budget which enabled the college to offer additional support to students. The increase in budget was due to enrollment growth.

Dr. Farmer reviewed State and County Bond Funds through June 30, 2025. There were no State bonds. As of June 30, 2025, \$105,593.50 was spent from County Bond Funds directed towards the Caddell Center Training Center project.

Regarding the Moore County Innovative High School, Dr. Farmer presented information from the Office of State Budget and Management (OSBM). Numbers to date are \$80,605.25 towards the advanced planning phase, with accrued interest in the amount of \$921,662.30 for the year.

Moore and Hoke Counties have approved budgets for 2025-2026 year. Moore County received an increase of \$519,415.00; Hoke County received a \$144,356.00 increase, for a total of \$663,771.00 in increased county funding for the two counties.

Dr. Farmer reported there are no increases in student tuition rates. In-state fees are \$76 per credit hour, and out-of-state fees are \$268 per credit hour. Students are charged \$25 for a Campus Access, Parking, and Security Fee (CAPS), an activity fee of \$35 per semester, and a technology fee of \$48 per semester.

Mr. Horne reviewed for approval the Travel Authorizations for the President and the Board of Trustees. Mr. Horne made a motion to approve the Travel Authorizations for the President and Board of Trustees. Mr. Clendenin seconded the motion, and the motion passed unanimously.

### **Personnel Committee**

Personnel Action – Items Requiring Approval -

Full-Time Faculty Appointments for Board Approval:

- Dr. Quanpeng (Sam) Yang, Robert Curtain, James McAdoo, Ashley Collins, Caroline Brown, Janna Uherka, Tracy McAdoo

Mr. Horne made a motion to approve new Full-Time Faculty appointments. Ms. Pickett seconded the motion, and the motion passed unanimously.

Updates: Personnel Information – No Board Action Required

### **Planning Committee**

Dean Farmer presented information regarding the College Strategic Plan. (CSP) The CSP will be available to the Board for a vote in October. The normal September 16<sup>th</sup> Planning Committee meeting will be extended by a few hours. Approximately one week later, it will go to the full Board to allow ample time to review and vote at the October meeting.

### **Educational Programs and Student Affairs Committees**

Mr. Carter reported that the Educational and Student Affairs Committee met on July 10, 2025. There were no actionable items.

Dr. Roush updated the committee on the progress of the Moore County Innovative High School (MIHS). A welcome day for parents and students was held on August 4<sup>th</sup>, and the first day of school for students will be Thursday, August 7, 2025. At present, there are 65 students registered for classes. A ceremonial ribbon cutting will take place on September 3 at 9:30 a.m.

Dr. Roush shared that the second annual combined graduation for Workforce Continuing Education students took place in June. The combined graduation will be an ongoing event twice per year, to be held in the months of June and December.

Workforce Continuing Education (WCE) has received approval from the State to offer dual enrollment to private and homeschool students.

Title II Adult Basic Education funding was renewed, which is important to the Career and College Readiness programs.

Workforce Innovation and Strategic Planning has joined the Educational Committee for reporting. Dean Farmer reported there are 17 active apprenticeships currently in place, including Childcare and Maintenance Engineering. Apprenticeships require instructional hours aligned with employment. Great connections are being formed with our students throughout the community.

Mr. Williams gave an update on enrollment for summer of 2025. Curriculum enrollment is up 9% and Full Time Equivalent (FTE) is up 15% from last summer. Career & College Readiness, which includes High School Equivalency, Adult Basic Education, and English Language Acquisition, with 2 weeks remaining, FTE is up 10% compared to last summer. Occupational training FTE is up over 20%. Mr. Williams asked that everyone take note that the Navy Jr. ROTC drill meet will be held on campus in the parking lots behind the Dempsey Student Center on October 25, 2025, between 7:30 and 2 pm. This meeting brings together high school students from North and South Carolina and gives us an opportunity to showcase our campus. There will be 250 to 300 cadets in attendance. Dr. Stewart added that SCC is looking at the possibility of an ROTC program on our campus. Mr. Williams said that we are working with N.C. State to explore what types of partnerships we can forge.

Dr. Elkins presented the Foundation Report. The Foundation closed out the fiscal year at just over \$3.1MM in total gifts from 1,100 donors. The Mary Stephenson Estate was closed with a gift of over \$400,000. The Foundation endowed two new scholarships. Dr. Elkins said that from the Engagement Division under the Personal Enrichment Program, SCC has a relationship with Belle Meade. Classes are offered on the Belle Meade campus, and SCC is paid for that service. Classes are taught under the heading of the Life-Long Learning Institute. A similar agreement has recently been established with Penick Village.

### **The President's Report**

Expanding upon the presentation given by Marta Braun-Kane, Dr. Stewart added that the Nurse Aide Program is a pathway into the Curriculum Associate Degree in Nursing Program. This pathway is an example of aligning continuing education and curriculum programs. This fall, the Nursing program will welcome 91 students, the largest nursing class in the history of the college. Surgical Technology and Radiography expect incoming classes to reach the maximum student headcount from an accreditation standpoint.

There are currently 31 potential students on a wait list for Welding I. The capacity that the college can accommodate does not meet the demand for skilled trades.

This week, the Small Business Center held an entrepreneur business class at the Hoke Center in Raeford. Over 50 individuals attended. Dr. Stewart expressed the great support the college received from the Hoke County Commissioners.

Dr. Stewart commented on the importance of the Basic Law Enforcement Training Program (BLET) in community colleges. Mr. Maness reflected that during the time of his service as a N.C. Highway Patrol Officer, there was a 24-week period to graduate new troopers and put them on N.C. highways. Because of the training and effectiveness of the current BLET program, an officer can now complete training and move on to become a N.C. Highway Patrol officer in 12 weeks. Ronald Turk is now the Department Head for the Department of Public Safety and will continue his role as Director of the BLET program as well.

Stephanie McDavid will serve as the Department Head for Creative and Liberal Arts. The department encompasses Social and Behavioral Sciences, Humanities/Religion, and Fine Arts. Ms. McDavid joins us from St. Andrews University and brings a deep and diverse background in academic leadership and the arts.

Veterans Student Services has seen significant growth during the last year. In the academic year 23/24, the program saw 350 students with certified veterans' status. That number grew to 435 for the 24/25 academic year. Similarly, individual courses taken by these students grew from 2,116 one year ago to 2,694 in academic year 24/25. Veterans Services is very capably headed by veteran Dave Daniels, and includes Abby Miller, Veterans Services Associate and Success Coach, and Jami Dandridge, Director of Financial Aid and Veterans Services.

Dr. Stewart shared updates from the General Assembly, which recently concluded their long session in Raleigh. An "essentials" budget was passed by both chambers and awaits the Governor's signature. Community colleges had several priorities for the session; chief among them were enrollment growth funding, funding of the Propel NC model, and Apprenticeship NC programs. Of these, enrollment growth funding was passed in the "essentials" budget.

News from the System Office and State Board of Community Colleges includes the appointment of five new members appointed to the General Assembly. Additionally, Dr. Jeff Cox, System President, announced his intention to retire as of June 30, 2026. Dr. Cox has led the system since 2023 and will retire after a 30+ year career. Dr. Cox has served as a high school teacher, principle, school superintendent, and president of Wilkes Community College. The State Board will outline a formal transition process in the months ahead.

Mr. Clendenin made a motion pursuant to G.S. 143-3148.12(b) to go into closed session. Mr. Horne seconded the motion, and the motion passed unanimously.

The Board went into closed session at 6:55 p.m.

Minutes

August 5,

2025

Sandhills Community College Board of

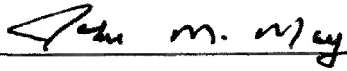
Trustees Closed Session

Foundation Hall Lobby

Immediately prior to the end of the regularly scheduled meeting of the Board of Trustee (the "Board") of Sandhills Community College ("SCC") at which a quorum was present and acting throughout, on proper motion and second, the Board voted at 6:55 p.m. to go into a closed session to receive a report from Tina Hlabse, attorney for the Board, regarding litigation.

There were no other matters discussed at the closed session.

No action was taken by the Board other than to vote to adjourn the meeting at 7:25 p.m.

A handwritten signature in black ink, appearing to read "John M. May", is written over a horizontal line.

John M. May, Attorney for SCC

With no further business, the Board of Trustees meeting was adjourned at pm.

Respectfully submitted,

Larry Caddell, Chairman of the Board

Joseph Clendenin, Secretary of the Board



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## **Sandhills Community College**

### **Board of Trustees – Governance Committee Report**

**Monday, September 8, 2025**

**Sledge Board Room, 4:00 PM**

### **Items Awaiting Approval – October 2025 Board Meeting**

- **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
  - **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.
- **Policy 1.1 – Mission Statement:** <https://www.sandhills.edu/policy/1-1-mission-statement.html>
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- **Policy 2.1 – Equal Opportunity & Non-Discrimination:** <https://www.sandhills.edu/policy/2-1-equal-opportunity.html>
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- **Policy 2.17 – Commitment to Diversity:** <https://www.sandhills.edu/policy/2-17-commitment-to-diversity.html>
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- **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 – (First Reading)

1. **Policy 5.16 – Employee Pay:** <https://www.sandhills.edu/policy/5-16-employee-pay.html>
  - a. **Summary:** Recommendation to replace the term “*equity*” with “*comparison*.”
2. **Policy 5.22 – Civility:** <https://www.sandhills.edu/policy/5-22-civility.html>
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  - a. **Summary:** Recommendation to archive Policy 10.4 and create Policy 10.13 – Campus Security with updated language reflecting security and reporting requirements.
4. **Policy 5.3 – Contractual Relationships:** <https://www.sandhills.edu/policy/5-3-contractual-relationships.html>
  - a. **Summary:** Recommendation to revise the language of Policy 5.3 – Contractual Relationships. Example revised language was reviewed and discussed.

NEW/PROPOSED Policy or Procedure		CURRENT Policy or Procedure	
P/P Number	P/P Language	P/P Number	P/P Language
<b>Recommendation Add:</b> <b>POLICY 1.14</b> <b>Accreditation</b>	<p>The College shall obtain and maintain accreditation through a state-recognized, regional accreditation agency.</p> <p>Pursuant to State law, the College shall not receive accreditation from an accreditation agency for consecutive accreditation cycles, unless the College is not granted candidacy status by a new accreditation agency at least three years prior to the expiration of the College's current accreditation.</p> <p>Legal Citation: N.C.G.S. §115D-6.2; 1B SBCCC 400.1</p>	NEW	<p>This policy exists to comply with North Carolina General Statute §115D-6.2 and associated State Board of Community Colleges Code (SBCCC) 1B SBCCC 400.1, which regulates accreditation practices for community colleges in North Carolina.</p>
<b>Recommendation Replace:</b> <b>Equity Statement in</b> <b>POLICY 1.1 Mission Statement</b>	<p><b>Equal Opportunity Statement</b></p> <p>Sandhills Community College is committed to advancing access and opportunity for all students by fostering an environment where every individual is treated with</p>	<b>POLICY 1.1</b> <b>Mission Statement</b>	<p><b>Equity Statement</b></p> <p>Sandhills is committed to advancing access and opportunity in an inclusive environment that creates a sense of belonging by actively dismantling equity barriers and eliminating disparities</p>

	respect and fairness. The college strives to ensure that all students have the support and resources they need to succeed. We are dedicated to removing barriers that may hinder participation or achievement and to promoting a campus culture rooted in mutual respect and equal opportunity.		historically underrepresented students face.
<b>Recommendation</b> <b>Remove: POLICY 2.1 Equal Opportunity &amp; Non-Discrimination</b>		<b>POLICY 2.1 Equal Opportunity &amp; Non-Discrimination</b>	<a href="https://www.sandhills.edu/policy/2-1-equal-opportunity.html">https://www.sandhills.edu/policy/2-1-equal-opportunity.html</a>
<b>Recommendation</b> <b>Remove: POLICY 2.17 Commitment to Diversity</b>		<b>POLICY 2.17 Commitment to Diversity</b>	<a href="https://www.sandhills.edu/policy/2-17-commitment-to-diversity.html">https://www.sandhills.edu/policy/2-17-commitment-to-diversity.html</a>
<b>Recommendation</b> <b>Remove specific language: POLICIES 4.14 &amp; 5.17 – Discrimination and Harassment:</b>	The College is fully committed to providing a learning and working environment that is free from prohibited discrimination. The College does not practice or condone discrimination in the administration or in any of its education programs and activities and employment practices.		The College is fully committed to providing a learning and working environment that is free from prohibited discrimination. The College does not practice or condone discrimination based on race, color, national origin, religion, sex, sexual orientation, gender, gender identity or expression, pregnancy, disability, genetic information, age, political affiliation, or veterans' status in the administration or in any of its education programs and activities and employment practices.

<p><b>Recommendation</b>  <b>Replace: POLICY 4.6</b>  <b>Student Grievance</b></p>	<p>Sandhills Community College will establish and practice due process to resolve instances of student and employee grievance. In any situation where a student feels s/he has a right to a grievance; the student should refer to and follow the Student Grievance Procedures.</p>	<p><b>POLICY 4.6</b>  <b>Student</b>  <b>Grievance</b></p>	<p>Sandhills Community College will establish and practice due process to resolve instances of student and employee grievance. In any situation where a student feels she/he have a right to a grievance, the student should contact the Safety and Student Conduct Officer for discipline-related issues or the Vice President of Instruction for curriculum academic-related issues. If the complaint comes to the Safety and Student Conduct Officer for discipline-related issues, she/he will review the situation and determine if the grievance should be adjudicated through the Office of the Safety and Student Conduct Officer, Associate Vice President for Workforce Continuing Education (continuing education students), or Associate Vice President of the Hoke Center (Hoke Center students).</p>
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**Adopted:**

The College shall obtain and maintain accreditation through a state-recognized, regional accreditation agency.

Pursuant to State law, the College shall not receive accreditation from an accreditation agency for consecutive accreditation cycles, unless the College is not granted candidacy status by a new accreditation agency at least three years prior to the expiration of the College's current accreditation.

Legal Citation: N.C.G.S. §115D-6.2; 1B SBCCC 400.1

**Adopted: 06-03-2025**

The College is fully committed to providing a learning and working environment that is free from prohibited discrimination. The College does not practice or condone discrimination ~~based on race, color, national origin, religion, sex, sexual orientation, gender, gender identity or expression, pregnancy, disability, genetic information, age, political affiliation, or veterans' status~~ in the administration or in any of its education programs and activities and employment practices.

The College will promptly and effectively address any such discrimination of which it has knowledge using the following procedures:

For issues related to Title IX sexual harassment, see Procedures **4.14.1/5.17.1** – Sexual Harassment.

For issues related to all other types of unlawful discrimination and harassment, see Procedures **4.14.2/5.17.2**– Unlawful Discrimination and Harassment.

Legal Reference: Title VI and VII of the Civil Rights Act of 1964; The Americans with Disabilities Act of 1990; Section 504 of the Rehabilitations Act of 1973; The Age Discrimination in Employment Act of 1967; Equal Pay Act of 1963; Title II of the Genetic Information Nondiscrimination Act of 2008; Title IX of the Higher Education Amendments of 1972; Lily Ledbetter Act; NC Equal Employment Practices Act; NC Retaliatory Employment Discrimination Act; Jeanne Clery Disclosure Act of Campus Security Policy and Campus Statistic Act of 1990; Campus Sexual Assault Victim's Bill of Rights of 1992; Violence Against Women Act of 1994; Campus Sexual Violence Elimination Act of 2013; and the Pregnant Workers Fairness Act of 2023. Cross Reference: 5.17

NEW/PROPOSED Policy or Procedure		CURRENT Policy or Procedure	
P/P Number	P/P Language	P/P Number	P/P Language
<b>POLICY 5.16 - Employee Pay</b>	<b>Recommendation:</b> to replace the term “equity” with “Comparison.”	<b>POLICY 5.16 - Employee Pay</b>	Sandhills Community College’s salary plan for faculty and staff is a market-based plan which supports and fosters a performance-driven culture. This approach provides for salaries which will attract and retain qualified individuals. The goal is to provide salaries on the basis of the external market, internal equity, and individual performance.
<b>POLICY 5.22 Civility</b>	<p><b>Recommendation:</b> to archive Policy 5.22.</p> <p><b>Rationale:</b> <a href="#">Policy 5.25 Employee Code of Conduct</a> and <a href="#">Procedure 9.2.3 (Internet and Acceptable Use)</a> cover similar content.</p>	<b>POLICY 5.22 Civility</b>	<p>Sandhills Community College defines “civility” as respect for others, courtesy, civil exchange of ideas, and human interactions that create a positive environment in which to learn. All members of the College community are expected to adhere to the Core Values, most notably Integrity and Respect. Although no civility policy can guarantee such conduct, the College, through its faculty and staff, will set the tone for such practice using the following guidelines:</p> <ul style="list-style-type: none"> <li>• Respect for the work and ideas of all persons</li> <li>• Courteous oral, written, and nonverbal discourse (in</li> </ul>

			<p>personal and electronic forms)</p> <ul style="list-style-type: none"> <li>• Honest interactions and exchanges</li> <li>• Fair and just treatment</li> <li>• Open professional communications</li> <li>• Recognition and respect for diversity</li> <li>• Tolerance of differing points of view</li> <li>• Zero tolerance for any forms of cyber stalking, cyber bullying, or cyber sexual harassment, especially as related to social networking while engaged in college-related activities or in courses online</li> <li>• Social responsibility historically underrepresented students face.</li> </ul>
<b>POLICY 10.4 Campus Crime</b>	<b>Recommendation:</b> to archive Policy 10.4 and create Policy 10.13 – Campus Security with updated language reflecting security and reporting requirements.	<b>POLICY 10.4 Campus Crime</b>	<p>The College values safety, diversity, education, and equity and is firmly committed to maintaining a campus environment free from Discrimination, Harassment, and related misconduct. The College's</p>



		<p>protection of these statutes is grounded in federal law. Federal law also governs the College's response to Sexual Assault, Sexual Violence, Interpersonal Violence (including domestic and dating violence), and Stalking. Such acts violate the essential dignity of our community member(s) and are contrary to our institutional values.</p> <p>In accordance with the Student Right-to-Know, the Campus Security Act of 1990 and amended by the Clery Act, the Violence Against Women Act (1994; Renewed 2013; Reauthorized in 2021), and the SaVE Act of 2014, Sandhills Community College exhibits zero tolerance toward violence on campus, including, but not limited to, sexual assault, sexual violence, interpersonal violence, stalking, aggravated assault, physical confrontations of any kind, verbal threats of intent to cause harm, harassment designed to intimidate another, hate crimes, robbery, burglary, and property crimes such as destruction, theft, and sabotage. No distinction will be made between</p>
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			violence caused by students, employees or that precipitated by visitors to campus.
<b>POLICY 10.13 Campus Security</b>	<p><b>ADD:</b> The College is committed to providing a safe and secure environment for all members of the College's community and visitors. The College shall comply with the Crime Awareness and Security Act of 1990, as amended by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.</p> <p>Adopted: Legal Reference: 20 U.S.C. § 1092(f); 34 C.F.R. § 668.46; The Handbook for Campus Safety and Security Reporting (U.S. Department of Education, available at: <a href="http://www2.ed.gov/admins/lead/safety/handbook.pdf">http://www2.ed.gov/admins/lead/safety/handbook.pdf</a>)</p>		
<b>POLICY 5.3 Contractual Relationship</b>	<p><b>Recommendation:</b> to revise the language:  Employees of Sandhills Community College are employed by contract or on an at-will basis at the discretion of the President. If employed by</p>	<b>POLICY 5.3 Contractual Relationship</b>	<p>Employees of Sandhills Community College are employed by contract or on an at-will basis at the discretion of the President. If employed by contract, full-time personnel to whom the College does not intend to issue a new contract will be notified</p>

	<p>contract, full-time personnel to whom the College does not intend to issue a new contract will be notified by June 1 of the year of prior to the expiration of the existing contract. Part-time employees are employed on a semester to semester or six-month basis and are not guaranteed employment beyond the expiration date of their current contract. Since employees of the College are employed for the duration of their contracts only, failure to receive a new contract is not subject to the College Grievance Procedures unless the employee alleges discrimination.</p> <p>The President, at his/her discretion, may make the advance notice null and void in instances of employee sub-standard performance, misconduct, or otherwise egregious offenses.</p>		<p>by June 1 of the year of expiration of the existing contract. Part-time employees are employed on a semester to semester or six-month basis and are not guaranteed employment beyond the expiration date of their current contract. Since employees of the College are employed for the duration of their contracts only, failure to receive a new contract is not subject to the College Grievance Procedures unless the employee alleges discrimination.</p> <p>The President, at his/her discretion, may make the advance notice null and void in instances of employee sub-standard performance, misconduct, or otherwise egregious offenses.</p>
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The College is committed to providing a safe and secure environment for all members of the College's community and visitors. The College shall comply with the Crime Awareness and Security Act of 1990, as amended by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Adopted:

Legal Reference: 20 U.S.C. § 1092(f); 34 C.F.R. § 668.46; *The Handbook for Campus Safety and Security Reporting* (U.S. Department of Education, available at: <http://www2.ed.gov/admins/lead/safety/handbook.pdf>)

**Adopted:**

Employees of Sandhills Community College are employed by contract or on an at-will basis at the discretion of the President. If employed by contract, full-time personnel to whom the College does not intend to issue a new contract will be notified ~~by June 1 of the year of~~ prior to the expiration of the existing contract. Part-time employees are employed on a semester to semester or six-month basis and are not guaranteed employment beyond the expiration date of their current contract. Since employees of the College are employed for the duration of their contracts only, failure to receive a new contract is not subject to the College Grievance Procedures unless the employee alleges discrimination.

The President, at his/her discretion, may make the advance notice null and void in instances of employee sub-standard performance, misconduct, or otherwise egregious offenses.



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## **Sandhills Community College**

### **Board of Trustees – Finance, Personnel, and Planning Committee Report**

**Tuesday, September 16, 2025**

**Sledge Boardroom, 2:00 PM**

#### **Items Requiring Approval**

**1. FY25 Bad Debt Write-Off**

- a. **Summary:** Write-off of \$66,605.48 in original student expenses greater than three years. Students remain liable for repayment if they return to school.

**2. ENG 025 Fee Justification**

- a. **Summary:** Approval of a new \$23.00 course fee for a developmental English course.

**3. Athletics Budget 2025–2026**

- a. **Summary:** Approval of \$293,460 of Foundation funds for the 2025–2026 Athletics budget.

**4. Personnel Actions – New Employee**

- a. **Summary:** Jessica Cross, Visual Arts Instructor

**5. Holiday Schedule for 2027**

- a. **Summary:** Approval of the College's 2027 holiday schedule.

**6. College Strategic Plan (CSP)**

- a. **Summary:** 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.

#### **Finance Updates**

- **Budget Status:** The College has not received the FY25 budget and is operating under a continuation budget. We are expecting a budget by the end of September.

- **County Budgets:** Both Moore and Hoke counties are reported to be in good standing as of August 30, 2025.
- **Performance Contracting:** Dr. Farmer shared that the college executed an Energy Service Agreement with Constellation New Energy in November of 2015 for energy efficiency upgrades at the Pinehurst and Hoke Campuses. Payments are made to Bank of America monthly using County funds for infrastructure upgrades installed by Constellation New Energy (loan payoff date is 9/10/2035). Progress toward the annual premium will now be listed in the BOT Finance Reports.
- **County Cash/Reserves Reporting:** Presentation of county cash/reserves updated for greater transparency. Balance will fluctuate based on expenses and when county allocations are received (Moore is monthly, Hoke is quarterly).
- **County Bonds Update:** Caddell Center project bid process closes September 25, with groundbreaking anticipated in November.
- **OSBM Report (Moore Innovative High School/Workforce Trades):** Year-to-date expenditures of \$146,555; interest earned to date \$1,118,588.02.

### Personnel Updates

- **New Hires, Separations, & Transfers:** List of employee updates presented for review (no committee action required).

### Planning Updates

- **College Strategic Plan (CSP):** Committee reviewed and approved the CSP 2025 Annual Report with noted outcome adjustment (see above).

FY25 Total write off amount

2021FA	\$ 34,353.62
2022SP	\$ 18,725.50
2022SU	\$ 13,526.36
	<u>\$ 66,605.48</u>

AR Code Breakdown

	INTJ	OUTJ	TECH	ACTE	SCIE	AER	HESI	CEDOE	CETEC	SUPL&N SUPPLIES	BOOKS B&N	TRANS	MUD	total tie back
2021FA	24,562.17	6,764.00	1,200.00	875.00	150.00	110.00	110.00	180.00	5.00	221.12	173.33	3.00		34,353.62
2022SP	10,630.50	6,692.00	480.00	350.00			440.00						133.00	18,725.50
2022SU	12,776.36		240.00	175.00	50.00		275.00					10.00		13,526.36
	47,969.03	13,456.00	1,920.00	1,400.00	200.00	110.00	825.00	180.00	5.00	221.12	173.33	13.00	133.00	66,605.48

Percentages

	INTJ	OUTJ	TECH	ACTE	SCIE	AER	HESI	CEDOE	CETEC	SUPL&N SUPPLIES	BOOKS B&N	TRANS	MUD	
72.02%		20.20%	2.88%	2.10%	0.30%	0.17%	1.24%	0.27%	0.01%	0.33%	0.26%	0.02%	0.20%	



Sandhills Community College Board of Directors:

For the fiscal year ending June 2025, \$66,605.48 was written off as bad debt. This total includes outstanding balances for academic year 2022. The adjustment is reflected as a reduction in receivable balances and has no income statement impact. We continue to pursue collections for these accounts and require payment in full prior to the debtor's returning to the college. The outstanding balances are primarily related to Federal and State Financial Aid recipients who did not complete a semester's educational requirements.

**ENG 025 FEE**

Needing approval to add fee to ENG 025 in the amount of \$23 for textbook access through the eCampus Inclusive Access program. The cost of the textbook outside of the program is \$27.50. Inclusive Access embeds the link to the digital textbook inside of the course shell and is accessible day 1.

**Budget Projection**  
**SCC Athletics 2025-2026**

With the sunsetting of women's golf, budget adjustments for 2025 – 2026 have worked towards maintaining balance between men's and women's sports for Title IX parity with equal budget allocations made per player for each sport (\$540 per student athlete). Additionally, Men's Golf and Women's Beach Volleyball figures incorporate National Championship Travel in these budget projections.

<b>Athletic Sector</b>	<b>Projected Budget</b>	<b>P-Card Assignment</b>	<b>Notes</b>
Athletic Director Program Costs	133,500	Tito Ward, and Ryan Riggan	Includes Recruiting, Out-of-State Travel, Insurance/Athletic Trainer Costs, Program Promotional Costs, Streaming Subscriptions, PRESTO Website Subscriptions, HUDL system, Game Officials, Registration Fees, Tournament Officials and Hosting Costs, NJCAA Annual Dues.
Women's Volleyball	40,100	Alicia Riggan	Includes Coaches' Salaries, Meal and Uniform Costs, Tournament Fees, Region and District Tournament Travel Budget, Promotional Costs, and Recruiting Costs.
Men's Basketball	48,380	Mike Apple	Includes Coaches' Salaries, Meal and Uniform Costs, Tournament Fees, Region and District Tournament Travel Budget, Promotional Costs, and Recruiting Costs.
Men's Golf	36,280	Gus Ulrich	Includes Coach's Salary, Meal and Uniform Costs, Tournament Fees, Region, District and National Tournament Travel Budget, Promotional Costs, and Recruiting Costs.
Women's Beach Volleyball	35,200	Alicia Riggan	Includes Coach's Salary, Meal and Uniform Costs, Tournament Fees, Region, District and National Tournament Travel Budget, Promotional Costs, and Recruiting Costs.
<b>Total</b>	<b>293,460</b>		

Spending reflects fees associated with officials, in-state and interstate regular season travel, meals, uniforms, equipment, memberships and fees in NJCAA cost structures and required conferences, athletic trainers, gameday personnel costs, coaches and AD salaries, and Title IX training costs.

When teams qualify for national tournaments, the cost per sport can increase proportionally by size of team members and coaching staff.

***Note: Only Institutional Funds are used to support Flyers Athletics. These include donor funds, Flyer advertising and gameday sponsorships, ticket revenues and season passes, concessions, vending profits, bookstore profits, and student fees.***

**Sandhills Community College**  
Board of Trustees  
Financial Report Through August 31, 2025

**A. State Funds - Current Operating**

	<u>BUDGET</u>	<u>Y-T-D EXPENDITURES</u>	<u>BUDGET BALANCE</u>	<u>% USED</u>
110 Executive Management	-	264,856.56	-264,856.56	#DIV/0!
120 Financial Services	-	126,608.07	-126,608.07	#DIV/0!
130 General Administration	-	407,334.01	-407,334.01	#DIV/0!
140 Info. Systems (Admin)	-	259,335.06	-259,335.06	#DIV/0!
200 Curriculum Instruction	-	2,159,355.54	-2,159,355.54	#DIV/0!
300 Occupational Extension	-	604,128.71	-604,128.71	#DIV/0!
400 Academic Support	-	581,019.65	-581,019.65	#DIV/0!
500 Student Support	-	419,504.95	-419,504.95	#DIV/0!
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 4,822,142.55</b>	<b>-4,822,142.55</b>	<b>#DIV/0!</b>

**B. State Funds-Capital Outlay**

900	Equipment			2,852.52	-2,852.52	#DIV/0!
930	Books			4,087.05	-4,087.05	#DIV/0!
TOTAL			\$ -	6,939.57	-6,939.57	#DIV/0!
TOTAL STATE FUNDS			\$ -	4,829,082.12	-4,829,082.12	#DIV/0!

**Sandhills Community College**  
Board of Trustees  
Financial Report Through August 31, 2025

**C. Moore County Funds - Current Operating**

130 General Administration	984,593.00	187,143.46	797,449.54	19.01%
610 Plant Operation	3,308,917.00	667,070.43	2,641,846.57	20.16%
620 Plant Maintenance	1,513,782.00	269,401.27	1,244,380.73	17.80%
910 Performance Contracting	-	55,529.86	-55,529.86	#DIV/0!
920 Equipment	-	-	0.00	
<b>TOTAL Moore County Operating</b>	<b>\$ 5,807,292.00</b>	<b>\$ 1,179,145.02</b>	<b>\$ 4,628,146.98</b>	<b>20.30%</b>

**E. Hoke County Funds - Current Operating**

610/620 Plant Operation	744,156.00	82,698.74	661,457.26	11.11%
910 Performance Contracting	-	2,922.62	-2,922.62	#DIV/0!
920 Equipment				
<b>TOTAL Hoke County Operating</b>	<b>\$ 744,156.00</b>	<b>\$ 85,621.36</b>	<b>\$ 658,534.64</b>	<b>11.51%</b>
<b>TOTAL County Funds</b>	<b>\$ 6,551,448.00</b>	<b>\$ 1,264,766.38</b>	<b>\$ 5,286,681.62</b>	<b>19.31%</b>

**County Cash (Reserves)**

\*will fluctuate monthly

**\$ 643,325.29**

***Status of State and County Bond Funds***  
***as of August 2025***

<b>Project Description</b>	<b>Project Budget</b>	<b>Expended To Date</b>	<b>Remaining Balance</b>
<b>County Bond Funds</b>			
<i>Health Sciences Building</i>	\$20,000,000.00	\$20,000,000.00	
<i>Caddell Training Center</i>	1,100,000.00	118,429.25	981,570.75
<i>Meyer Hall</i>	1,009,310.00	1,009,310.00	
	<b>\$22,109,310.00</b>	<b>\$21,127,739.25</b>	<b>\$981,570.75</b>



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***Status of OSBM Funds  
as of August 31, 2025***

Project Description	Project Budget	Expended To Date	Remaining Balance
<b>OSBM Funds</b>			
<i>MIHS/Workforce Trades</i>	\$25,000,000.00	\$146,555.00	\$24,853,445.00
<i>Interest earned to date</i>			\$1,118,588.02



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**THE TRUSTEES OF SANDHILLS COMMUNITY COLLEGE**

**October 7, 2025**

**EDUCATIONAL PROGRAMS DIVISION**

**Full-Time Faculty Appointments**

**Jessica Cross, Visual Arts Instructor**

**Effective 8/18/2025**

**Employment History:**

California State University – Adjunct Art Instructor  
Chico, CA  
August 2022 – July 2025

Forest Ranch Charter School – Part-time Art Instructor  
Forest Ranch, CA  
April 2024 – July 2025

Butte College – Part-time Art Instructor  
Oroville, CA  
January 2023 – May 2023

**Education:**

Master's Degree – Fine Art  
Pennsylvania Academy of Fine Arts  
Philadelphia, PA

Bachelor's Degree – Fine Art  
Salisbury University  
Salisbury, MD

**Professional Organizations:**

Mid America Print Council Member (MPAC)  
Pyramid Atlantic Art Center Member  
College Art Association Member (CAA)  
Chico Arts Center Member



## Approved: 2026 Holiday Schedule

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2026	Thursday
Martin Luther King, Jr. Birthday	January 19, 2026	Monday
Good Friday	April 3, 2026	Friday
Memorial Day	May 25, 2026	Monday
Independence Day	July 3, 2026	Friday
Labor Day	September 7, 2026	Monday
Veterans Day	November 11, 2026	Wednesday
Thanksgiving	November 26 & 27, 2026	Thursday & Friday
Christmas	December 24, 25 & 28, 2026	Thursday, Friday & Monday





## 2027 Holiday Schedule

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2027	Friday
Martin Luther King, Jr. Birthday	January 18, 2027	Monday
Easter Monday	March 29, 2027	Monday
Memorial Day	May 31, 2027	Monday
Independence Day	July 5, 2027	Monday
Labor Day	September 6, 2027	Monday
Veterans Day	November 11, 2027	Thursday
Thanksgiving	November 25 & 26, 2027	Thursday & Friday
Christmas	December 23, 24 & 27, 2027	Thursday, Friday & Monday

# **THE TRUSTEES OF SANDHILLS COMMUNITY COLLEGE**

**October 7, 2025**

## **INFORMATION ITEMS**

### **CHIEF OF STAFF DIVISION**

**New Hires**

None

**Effective Date**

**Separations**

None

**Effective Date**

### **COLLEGE OPERATIONS DIVISION**

**New Hires**

Daniel Brafford – Grounds Maintenance Technician

**Effective Date**

September 15, 2025

**Separations**

None

**Effective Date**

### **EDUCATIONAL PROGRAMS DIVISION**

**New Hires**

Stephanie McDavid – Department Head, Creative & Liberal Arts

Tiffany Barber – Learning Resources Computer Lab Support Technician

Abby Sellek – Nurse Aide Instructional Staff WCE

**Effective Date**

August 4, 2025

August 8, 2025

September 15, 2025

**Transfer**

Robert Long – Welding Instructional Staff WCE

Previous – Maintenance HVAC

**Effective Date**

August 25, 2025

**Separations**

Allison Vetter (Cohen) – FT Math Instructor

Scott Gorman – FT Welding Instructor

**Effective Date**

August 10, 2025

September 2, 2025

## **ENGAGEMENT DIVISION**

### **New Hires**

Richard “Rick” Brown – Web and Social Media Specialist  
Christian Carter – Horticultural Technician

### **Effective Date**

August 1, 2025  
August 1, 2025

### **Transfer**

Richard Bennett – Horticultural Technician  
Previous – Maintenance Grounds Technician

### **Effective Date**

August 1, 2025

### **Separations**

Tramaine Pride – Assistant Basketball Coach

### **Effective Date**

August 15, 2025

## **STUDENT SERVICES DIVISION**

### **New Hires**

Tammy Little – Student Records Associate  
Nyra Tilson – Career and College Promise Coordinator - Moore County  
Marshelle Pharr – Career and College Promise Coordinator WCE

### **Effective Date**

August 18, 2025  
August 4, 2025  
August 15, 2025

### **Separations**

Abegail Murphy – Student Life Associate

### **Effective Date**

August 1, 2025



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## **Sandhills Community College**

### **Board of Trustees – Educational Programs & Student Affairs Committee Report**

**Thursday, September 11, 2025**

**Sledge Board Room, 4:00 PM**

#### **Quorum Status**

- The meeting was called to order by Trustee Carter.
- Ethics statement read; no conflicts reported.
- Quorum was not present → agenda and minutes could not be formally approved.

#### **Updates**

##### **1. Cooperative & Innovative High Schools**

###### **a. Summary:**

- i. Moore Innovative High School (MIHS) opened September 3, 2025, with a ribbon cutting.
- ii. Bi-weekly team meetings held with MIHS teaching staff.
- iii. Interim report cards show all students passing.
- iv. Students engaging with Culinary, Engineering, and Construction departments; signed up for Career Day and Fun Fest.

##### **2. Career & College Ready Pathway (Learn Updates)**

###### **a. Summary:**

- i. CCRG program replaced by the Career & College Ready Pathway.
- ii. Provides additional support for high school students, especially those with GPAs below 2.8.
- iii. SCC requires students in this category to take ACA 090 Student Success Strategies.

- iv. Ongoing conversations with Moore and Hoke County Schools about implementation.

### **3. Workforce Continuing Education (WCE)**

#### **a. Summary:**

- i. Ophthalmology program transitioned from curriculum to continuing education; 9 students enrolled.
- ii. Partnership with Carolina Eye Associates continues successfully.
- iii. USGA Greenskeeper Apprenticeship Program expanding to include an equipment track (pending System Office approval).
- iv. SCC now authorized to serve non-public school students in WCE College and Career Promise courses.

### **4. Student Services**

#### **a. Summary:**

- i. Enrollment report (System Office 2024–2025 reporting year): 11,049 unduplicated students (2% increase). Dual enrollment: 7% increase.
- ii. Summer 2025 curriculum headcount: 9.25% increase.
- iii. Fall 2025 registration ongoing.
- iv. [VA Compliance Survey \(July 29, 2025\)](#): No findings or discrepancies.

### **5. Student Government Association & Student Life**

#### **a. Summary:**

- i. Budget updates include:
  - 1. Increased funds for N4CSGA conference and regional meeting participation.
  - 2. Increased Hoke Campus entertainment budget.
  - 3. Additional funds for Veterans' holiday celebration.
  - 4. New support for food pantries (Pinehurst and Hoke campuses).
  - 5. Line item added for student giveaways to encourage participation.

### **6. Workforce Innovation & Strategic Planning**

#### **a. Summary:**

- i. Introduction of Taylor McCaskill, Sr. Director of Workforce Development & Corporate Partnerships.
- ii. Partnership with Pennsylvania Transformer Technology (PTT):
  - 1. Customized training program worth \$155,000 over 3 years.
  - 2. 29 apprenticeships in 2025–2026 pipeline, including three at PTT (electrician, welding, production technology) and a possible fourth in winding.

- iii. NCWorks Partnership: planning underway to relocate the Aberdeen office to SCC's campus as part of NC Commerce statewide initiative.

**Board of Trustees  
October 7, 2025, Meeting  
Foundation Report**

**Last Fiscal Year 2025 Giving (07/01/2024 – 06/30/2025)**

Total   \$3,191,777  
          1,127 gifts

**This Fiscal Year to Date Giving (07/01/2025 – to 09/30/2025)**

Total   \$1,094,666  
          361 Gifts

**Foundation:**

- Golf Tournament was successful - (more information will be provided)
- Successful 5K for our Health & Fitness Science Programs – Shelby Basinger leads this effort;
- Engaging new data-management software, Bloomerang;
- Scholarship reports to donors have just been mailed;
- Scholarship Dinner planned 11/04 at The Carolina Hotel – they've given us a great deal.
- Annual Mailing Campaign Impact brochure and package in development;

**Best of the Pines wins for Engagement –**

The public has voted in the Best of the Pines competition put on by The Pilot newspaper and SCC received the following:

- #1 Best Performing Arts Center: BPAC
- #1 Best Place to Take a Selfie: Sandhills Horticultural Gardens
- #2 Best Children's Camps: Personal Enrichment and Lifelong Learning Institute
- #2 Best Outdoor Activity: Sandhills Horticultural Gardens
- #3 Best Place Take a Visitor: Sandhills Horticultural Gardens

**Gardens:** The Scarecrow Stroll started Thursday, October 2 and will be on display through Friday, October 31.

**Hoke Engagement:** The annual community Trunk or Treat event, hosted by SCC and Sandhoke Early College High School, will be held on Saturday, October 25, from 3 to 5:30 p.m. at the Sandhills Hoke Center campus.

**Athletics:** New Athletic Director, Tito Ward, will present at the December meeting and introduce some of our student athletes to you.

Women's Volleyball is 23-1 (more information will be provided) – Pink Out last night for Breast Cancer Awareness

# Sandhills Community College Foundation

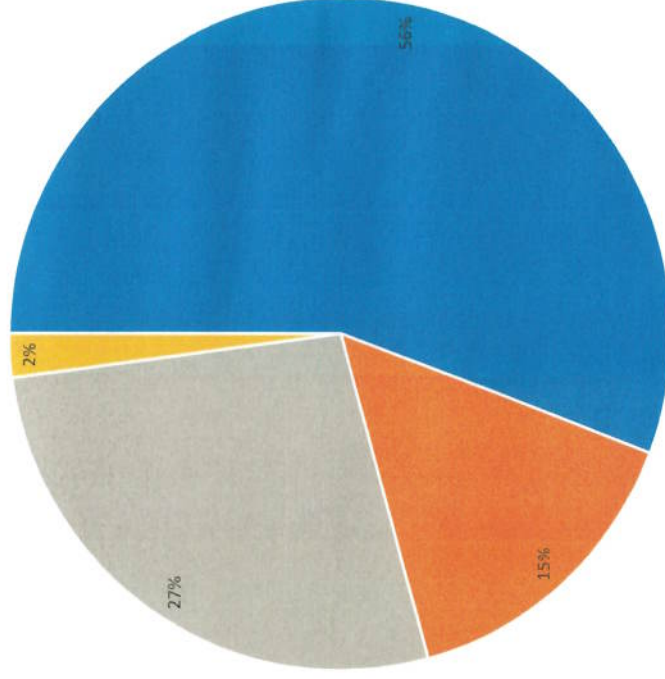
Trustee Report – October 7, 2025





# Opportunity

*Expended in Fiscal Year 2025*

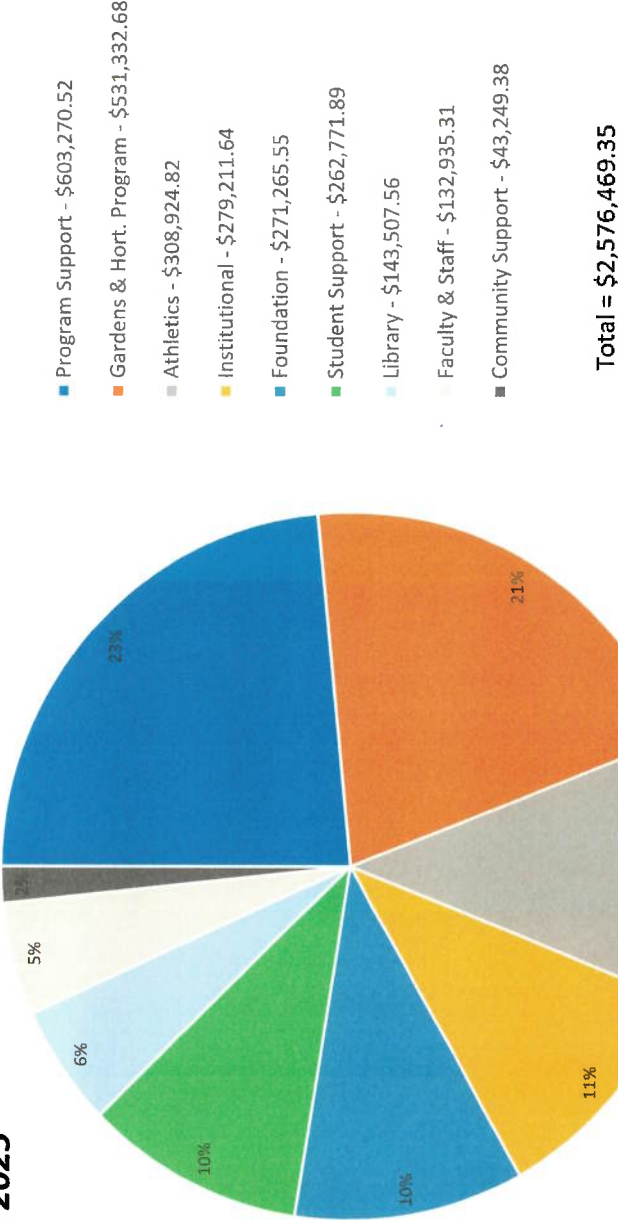


- Scholarships - \$914,581.76
- Guarantors - \$246,425.25
- Sandhills Promise - \$446,084.30
- Awards - \$34,294.95

**Total = \$1,641,386.26**

# Excellence

*Expended in Fiscal Year 2025*



# Gifts

As of 2025 Fiscal Year-End

July 1, 2024 – June 30, 2025  
Total Gifts = \$3,191,777  
Gifts # 1,127

Campaign	Revenue
Program Support Donations	\$1,213,927
Scholarships	\$1,114,225
Guarantors	\$224,179
Athletics Campaign	\$185,564
Gardens / Landscape Gardening Program	\$183,746
President's 1963 Circle/Unrestricted Foundation	\$170,591
Awards	\$45,099
BPAC	\$27,945
Faculty & Staff	\$26,500
Grand Total	\$3,191,777