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## **Sandhills Community College**

### **Meeting Agenda**

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

**Tuesday, December 2, 2025, | 3:30 PM**

**Location: Clement Dining Room, Dempsey Center**

### **I. Call to Order**

**Presenter:** Larry Caddell, Chairman

#### **Ethics Statement:**

In accordance with the State Government Ethics Act, Board members must avoid conflicts of interest or appearances of conflict. Members should declare any known conflicts and refrain from participation in the related matter.

### **II. Recording of the Meeting**

**Presenter:** Larry Caddell, Chairman

The meeting is being recorded solely for transcription purposes. The recording will not become public record and will be deleted after one year.

### **III. Prayer**

**Presenter:** Bruce Hurst, Trustee

#### IV. Approval of the Agenda

**Presenter:** Larry Caddell, Chairman

#### V. Approval of Minutes

<b>Presenter</b>	Larry Caddell, Chairman
<b>Supporting Documents</b>	<a href="#">2025-10-07_BOTRegularMeetingMinutes.pdf</a> <a href="#">2025-10-07_BOTClosedSessionMinutes.pdf</a>

#### VI. Program Presentation

<b>Presenter</b>	Sandy Stewart, President, Lindsey Farmer, Dean, Workforce Innovation and Strategic Planning, Taylor McCaskill, Senior Director, Workforce Strategy and Partnership, Jason Levister, Director of Workplace Learning, Ed Spittler, Dean, Workforce & Applied Programs, Michelle Bauer, Vice Provost of Instructional Programs, & Brian Garner, Department Chair, Transportation Services and Professor, Automotive Technology/Transportation Services and Coordinator, Collision Repair & Refinishing
<b>Summary</b>	Highlight how Sandhills is working as <i>One College</i> through aligned pathways, employer partnerships, work-based learning, and collaboration across divisions.

#### VII. Board of Trustee Committee Reports

<b>Student Government Association Report</b>	
<b>Presenter</b>	Nick Watts, SGA President
<b>Summary</b>	
<b>Action Requested</b>	No
<b>Supporting Documents</b>	

<b>Governance Committee Report</b>	
Old Business	

<b>Topic</b>	<b>Policies Submitted for Board Review and Approval</b>
<b>Presenter</b>	David McLean, Chairman
<b>Summary</b>	These policies are pending review and approval by the Board of Trustees.
<b>Action Requested</b>	Yes
<b>Supporting Documents</b>	<p><u>Policy 5.16—Employee Pay</u> Summary: Recommend replacing “equity” with “comparison.”</p> <p><u>Policy 5.22—Civility</u> Summary: Recommend archiving Policy 5.22. Rationale: Policy 5.25 Employee Code of Conduct and Procedure 9.2.3 (Internet and Acceptable Use) cover similar content.</p> <p><u>Policy 10.4—Campus Crime</u> Recommendation to archive Policy 10.4 and create Policy 10.13- Campus Security with updated language reflecting security and reporting requirements: <u>10.13 Campus Security</u></p> <p><u>Policy 5.3 - Contractual Relationships</u> Summary: Recommendation to revise the language of Policy 5.3- Contractual Relationships. Example revised language was reviewed and discussed: <u>5.3 Contractual Relationships</u></p>

<b>New Business</b>	
<b>Topic</b>	<b>New Policy Submission for Board Approval</b>
<b>Presenter</b>	David McLean, Chairman
<b>Summary</b>	<p>Add new Policy 2.18 Revise Policy 4.3 title and language Add new Policy 5.28</p> <p>Rationale: The new policy references the public, students, and employees. It is cross-referenced in General (Section 2), Student Services (Section 4), and Human Resources (Section 5).</p>
<b>Action Requested</b>	Yes

<b>Supporting Documents</b>	<u>Americans with Disabilities Policy Comparison Chart</u>
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<b>Topic</b>	<b>Proposal to Implement a Consent Agenda</b>
<b>Presenter</b>	David McLean, Chairman
<b>Summary</b>	The Consent Agenda is being introduced as a new tool to group routine and non-controversial items for collective approval, improving efficiency and focusing meeting time on substantive discussion.
<b>Action Requested</b>	Yes
<b>Supporting Documents</b>	<u>Consent Agenda Guidelines</u>

<b>Topic</b>	<b>Bylaws</b>
<b>Presenter</b>	David McLean, Chairman
<b>Summary</b>	<p>Student Fees: Article II, Section 6: Finance, Personnel, and Planning Committee (p. 11)</p> <p>Add as letter "g.": Establish local fees as defined in State Board Code of Community Colleges (SBCCC) Chapter E, Student Tuition and Fees. Note: The current letters "g" through "o" will shift down and become letters "h" through "p."</p> <p>Reference to Policy 3.4.1: Article IV, Section 1, Letter D (p. 19) Remove reference to College Policy 3.4.1, as the Policy does not correlate to the paragraph.</p> <p>Consent Agenda: Article III, Section 3, Letter B (p. 17) If a consent agenda is adopted, the Board meeting agenda could be updated to reflect the change. Add "Consent Agenda" as letter "E." Note: If the Consent Agenda is added as letter E, current letters "E" through "J" will shift down and become letters "F" through "K."</p>
<b>Action Requested</b>	Yes

<b>Supporting Documents</b>	<a href="#">The Sandhills Community College Board of Trustees Bylaws</a>
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<b>Building and Grounds Committee Report</b>	
<b>Old Business--None</b>	
<b>New Business</b>	
<b>Topic</b>	<b>Workforce Trades Building Project Update</b>
<b>Presenter</b>	Tim Carpenter, Chairman
<b>Summary</b>	This project is in the design phase. LS3P has met with program directors/leadership to further identify space, equipment, and unique needs for the new building. Soil borings and a site survey are underway.
<b>Action Requested</b>	None
<b>Supporting Documents</b>	None

<b>New Business</b>	
<b>Topic</b>	<b>Caddell Center Building Project Update</b>
<b>Presenter</b>	Tim Carpenter, Chairman
<b>Summary</b>	Preparation for the construction of the new building has started. Removal of the modular unit has been completed. Site grading and demolition of the concrete pad are underway.
<b>Action Requested</b>	None
<b>Supporting Documents</b>	None

<b>New Business</b>	
<b>Topic</b>	<b>Second Floor Dempsey Renovation Update</b>
<b>Presenter</b>	Tim Carpenter, Chairman
<b>Summary</b>	The addition of multiple offices is needed on the second floor of the Dempsey Center, inside the Ewing Leadership Wing, to relocate the Student Services advising and Career & College Promise (dual-enrolled students) departments and better serve students.
<b>Action Requested</b>	None

<b>Supporting Documents</b>	None
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<b>New Business</b>	
<b>Topic</b>	<b>Caddell Center Easement Update</b>
<b>Presenter</b>	Tim Carpenter, Chairman
<b>Summary</b>	Discussion regarding easement at the Caddell Center
<b>Action Requested</b>	No
<b>Supporting Documents</b>	None

<b>New Business</b>	
<b>Topic</b>	<b>Resolution for Facilities Use</b>
<b>Presenter</b>	Tim Carpenter, Chairman
<b>Summary</b>	Discussion and adoption of a resolution for facilities usage.
<b>Action Requested</b>	Yes
<b>Supporting Documents</b>	None

<b>Finance, Personnel &amp; Planning Committee Report</b>	
<b>Old Business: None</b>	
<b>New Business</b>	
<b>Topic</b>	<b>Finance Report Update</b>
<b>Presenter</b>	Gene Horne, Chairman
<b>Summary</b>	Sandhills Community College has expended approximately 31% of total State Funds and 37% of County Funds through October 31, 2025. Spending levels across all categories are consistent with expected activity for this point in the fiscal year.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	<a href="#">Finance Report October 31, 2025.pdf</a>

<b>Topic</b>	<b>County Bonds Update</b>
<b>Presenter</b>	Gene Horne, Chairman
<b>Summary</b>	Sandhills Community College has expended \$128,485.19 of County Bond Funds for the Caddell Center Classroom Building project as of October 31, 2025. There are \$971,514.81 of County Bond Funds remaining for the project.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	<a href="#">Status of State and County Bond Funds 10-31-25.pdf</a>

<b>Topic</b>	<b>OSBM Update</b>
<b>Presenter</b>	Gene Horne, Chairman
<b>Summary</b>	As of October 31, 2025, the college has expended \$146,555 of the \$25 million appropriation from the NC General Assembly for the Moore Innovative High School/Workforce Trades project. Interest accrued as of October 31, 2025, is \$1,309,088.15.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	<a href="#">OSBM Report November 2025.pdf</a>

<b>Topic</b>	<b>FY25 Financial Statements Review Update</b>
<b>Presenter</b>	Gene Horne, Chairman
<b>Summary</b>	Zach Rogers of the NC Office of the State Auditor reviewed the FY25 financial statements at the college's request. This review was requested due to the result of the FY24 audit. The review did not note any significant concerns and items noted were either immaterial or superficial. The Financial Services Department found the review to be beneficial and appreciated the constructive feedback.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	None

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<b>Topic</b>	<b>25-26 SCC Budget 2-1 Approval and Signature</b>
<b>Presenter</b>	Gene Horne, Chairman
<b>Summary</b>	The NCCCS 2-1 form has been completed and submitted by the college. This worksheet provides a summary of revenues and expenditures, excluding capital improvement projects, by budget source for FY2025-26. The NCCCS requires each community college board of trustees to approve their respective college's annual operating budget.
<b>Action Requested</b>	Yes
<b>Supporting Documents</b>	<a href="#">25.26 2-1 Summary Page.pdf</a> <a href="#">FY2025-26_DCC2-1_SignaturePage.pdf</a>

<b>Topic</b>	<b>Personnel: New Hires &amp; Employee Separations</b>
<b>Presenter</b>	Gene Horne, Chairman
<b>Summary</b>	<p>Sandhills Community College continues to experience steady personnel activity across divisions, with several key hires supporting operations, student services, and academic functions. Turnover remains low, with only a few separations and several upcoming retirements across the College.</p> <p>New hires reflect strategic needs in HVAC maintenance, IT infrastructure, library services, student support, and the Small Business Center.</p> <p>Retirements include long-serving faculty and staff in Learning Resources, Business Technology, IT, and Maintenance.</p> <p>Separations are minimal and limited to isolated positions in Academic Programs and Engagement.</p>
<b>Action Requested</b>	No
<b>Supporting Documents</b>	<a href="#">Bd December 2 2025 Info Items (1).pdf</a>

<b>Educational Programs &amp; Student Affairs Committee Report</b>	
<b>Old Business:</b>	None
<b>New Business</b>	

<b>Topic</b>	<b>Continuing Education Accountability &amp; Integrity</b>
<b>Presenter</b>	Billy Carter, Chairman
<b>Summary</b>	<p>North Carolina community colleges are required to maintain a <i>Continuing Education Accountability and Integrity Plan</i> (A&amp;I Plan) under 1D SBCCC 300.4(a). This plan documents how each college ensures quality, effectiveness, compliance, and continuous improvement across all Continuing Education programs. The Board of Trustees must approve the plan every three years.</p> <p>Sandhills' current A&amp;I Plan covers calendar years 2023–2025 and is scheduled for renewal beginning January 2026. The College proposes shifting to a three-year reporting cycle aligned with the fiscal year (July 1–June 30) to better match the College Strategic Plan.</p> <p>Kimberly Blue is serving on a statewide NCCCS committee currently reviewing this accountability requirement. The committee's findings will inform and strengthen Sandhills' upcoming plan revision.</p> <p><b>Approval Requested:</b> Extend the current A&amp;I Plan, originally approved in Fall 2022, through June 30, 2026, allowing time to develop a revised plan aligned with the new July–June cycle. The new plan would take effect July 1, 2026.</p>
<b>Action Requested</b>	Yes
<b>Supporting Documents</b>	<a href="#">Sandhills.Acct.IntegrityPlanApproved.2023-2025.pdf</a>

<b>Topic</b>	<b>NC Reconnect</b>
<b>Presenter</b>	Billy Carter, Chairman
<b>Summary</b>	Mr. Williams shared an update on <b>NC Reconnect</b> , a statewide initiative funded by the <b>John M. Belk Endowment</b> to support adult learners returning to college. The program focuses on helping adults reconnect with Sandhills to complete or continue their education.

	Sandhills has been selected as part of <b>Cohort 6</b> , a small group of five colleges participating this year. Although the program is funded for one year, it will provide new strategies and insights that the College can continue using to improve adult learner engagement and re-enrollment.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	None

<b>Topic</b>	<b>Manufacturing Week</b>
<b>Presenter</b>	Billy Carter, Chairman
<b>Summary</b>	During the last week in October, 250 students participated in Manufacturing Week. Among other activities, local Moore and Hoke County businesses brought items to the campus that are manufactured in those counties for the first annual “Best Thing Made in Moore and Hoke Counties (MoHoCo)” contest.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	None

<b>Topic</b>	<b>Small Business Center</b>
<b>Presenter</b>	Billy Carter, Chairman
<b>Summary</b>	Sara Holden has joined the College as the new Director of the Small Business Center and has already scheduled a Small Business class at the Hoke Center.
<b>Action Requested</b>	No
<b>Supporting Documents</b>	<a href="#">2025-12-02_Sara HoldenSmall Business Center Director (2).pdf</a>

<b>Topic</b>	<b>EPP Residency Programs</b>
<b>Presenter</b>	Billy Carter, Chairman

<b>Summary</b>	<p>EPP Residency Programs – Several <i>New to the System</i> Educator Preparation Program (EPP) Residency Certificates will be submitted to the State Board by the NCCCS for review and approval. We are seeking approval from the BOT to engage in the planning process for these certificates.</p> <ul style="list-style-type: none"> <li>• Birth through Kindergarten Residency Licensure Certificate</li> <li>• High School Math Residency Licensure Certificate</li> <li>• High School Science Residency Licensure Certificate</li> <li>• Middle School Math Residency Licensure Certificate</li> <li>• Middle School Science Residency Licensure Certificate</li> <li>• Special Education Residency Licensure Certificate</li> </ul>
<b>Action Requested</b>	Yes
<b>Supporting Documents</b>	

### VIII. Foundation Report

<b>Presenter</b>	Jennifer Dail, Senior Director, Development
<b>Supporting Documents</b>	<a href="#">2025-12-02 Foundation Report - Board of Trustees .pdf</a>

### IX. President's Report

<b>Presenter</b>	Dr. Sandy Stewart, President
<b>Supporting Documents</b>	

### X. Other Business

<b>Presenter</b>	Larry Caddell, Chairman
<b>Supporting Documents</b>	

## **XI. Trustee Comments**

## **XII. 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.*

## **XIII. Adjournment**



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**THE BOARD OF TRUSTEES OF SANDHILLS COMMUNITY COLLEGE**

**REGULAR MEETING MINUTES**

**Clement Dining Room**

**October 7, 2025, 2:30 p.m.**

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

**ABSENT:** Dell Cook, Joe Clendenin

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

**STAFF:** Dr. Sandy Stewart; Dr. Julie Voigt; Dr. Rebecca Roush; Dr. D.J. Farmer; Dr. Germaine Elkins; Dr. Michelle Bauer; Mary Bridschge; Chad Williams; Lindsey Farmer; Teresa Sheets; Karen Walker; Tess Regan; Jennifer Pearce, Jessica Locklear, Carlos McCormick, Dave Daniels, Taylor Murphy, Jen Fields, Shenika Ward; Stephanie Miller, Taylor McCaskill, Jason Levister

**GUESTS:** Matt Lamb, The Pilot Newspaper; Tina Hlabse, Ramseur Maultsby LLP

Mr. Caddell called the meeting to order at 2:30 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. McLean made a motion to change the name of the Governance Committee Chairman to David McLean. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. McLean made a motion to add the special meeting of the Governance Committee held on October 7, 2025, to the Board of Trustees agenda. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Carpenter made a motion to add to the Buildings and Grounds Committee report an update to show the selection of a general contractor for the Caddell building, and to include under items for approval the selection of the general contractor. Mr. Horne seconded the motion, and the motion passed unanimously.

Ms. Pratte made a motion to engage in a discussion during the Board of Trustees meeting regarding the inclusion of Trustee email addresses on the Sandhills Community College (SCC) website. Mr. Horne seconded the motion, and the motion passed unanimously.

Mr. Horne made a motion to approve the minutes of August 5, 2025, Board of Trustees meeting. Mr. Carpenter seconded the motion, and the motion passed unanimously.

### **Workforce Innovation and Strategic Plan**

Lindsey Farmer, Dean of Workforce Innovation and Strategic Planning, shared that a new Center for Workforce Innovation & Strategic Planning has been created. This process is nine months in the making and there is no other model in the NC Community College system that compares. Using a new and different approach, the model is focused on expanding opportunities for our students and our communities. It is different in that two teams have merged to create the Center for Workforce Innovation and Strategic Planning. The teams include Workplace Development and Corporate Partnerships, Apprenticeships and Workplace Learning under the direction of Jason Levister, and Access to Achievement and Career Placement. The team also incorporates N.C. Edge/Customized Training, led by Director Dr. Carlos McCormick, and the Small Business Center. The entire team is led by Senior Director of Workforce and Corporate Partnerships, Taylor McCaskill. In 2024, eleven forums were held throughout Moore and Hoke Counties, and the outcomes of the forums were truly insightful. SCC leaders answered questions and heard needs and concerns of attendees. The Center for Workforce Innovation & Strategic Planning will address community needs to create opportunities through apprenticeships and partnerships with local businesses and agencies, creating stronger community relationships.

### **Student Government Report**

Mr. Watts presented the Student Government Association (SGA) report. SGA leaders participated in a special 9/11 memorial event. Attendees included students from the SCC Fire Academy, EMS, and BLET programs. SGA held resource fairs to connect students with campus clubs, learning opportunities, and social engagements. Students were gifted booklets to inspire individuals to learn more about the U.S. Constitution and to develop a greater civic responsibility. Preparations are ongoing for the October 22, 2025,

Wild West Fall Fest sponsored by the SGA. New student clubs include the American Sign Language, Frisbee, and Finance and Investment Society Clubs. The 2025-2026 goal for students through SGA participation is to empower, engage, and encourage students throughout their journey as an SCC student.

### **Governance Committee Report**

Mr. McLean reported that the Governance Committee met on September 8, 2025. The committee reviewed policies for approval, as presented below by Dr. Voigt:

SCC Policy 4.6 – Student Grievance

Policy 1.14 – Accreditation

Policy 1.1 – Mission Statement

Policy 2.1 – Equal Opportunity & Non-Discrimination

Policy 2.17 – Commitment to Diversity

Policies 4.14 & 5.17 – Discrimination and Harassment

Mr. McLean made a motion to approve the policies as presented. Mr. Horne seconded the motion, and the motion passed unanimously.

### **Items Requiring Approval – Policy Changes (First Reading) Requested for Approval in December**

Policy 5.16 – Employee Pay

Policy 5.22 – Civility

Policy 10.4 – Campus Crime

Policy 5.3 – Contractual Relationships

Mr. McLean made a motion to approve the first reading of the policy changes. Mr. Horne seconded the motion, and the motion passed unanimously.

The Governance Committee held a special meeting on October 1, 2025. The committee reviewed the agenda for the BOT Retreat. Dr. Stewart presented a document entitled *Board of Trustees Responsibilities and Governance Framework*, to include Trustee expectations of the Board. The floor opened for discussion regarding governance matters and Board of Trustee bylaws, “Article 4, Section 1, Trustee Expectations of the Board.” During this portion of the meeting concerns were raised regarding the recent actions of a Trustee on two separate occasions. The committee believes that both actions were contrary to Article 4, Section 1, of the bylaws. One action was a comment made during a public committee meeting, in front of SCC staff regarding disciplinary action of an SCC employee. The second action involved direct communication via email with a parent regarding another personnel issue. After review, it was determined that action such as this placed the college in a liability situation regarding taking personnel action. The Trustee was present at the committee meeting, and these concerns were addressed directly with him. The meeting

was concluded with a reminder that the President is responsible for the overall administration and management of the college and that any concerns a Trustee may have should be addressed to President Stewart and/or Chairman Caddell and not include staff members of Sandhills Community College.

### **Buildings and Grounds Committee Report**

Mr. Carpenter reported that the Buildings and Grounds Committee met on October 6, 2025. Sanford Contractors was chosen to begin work on the Caddell Training Center additions. A total of thirteen companies submitted bids for the work. Sanford Contractors submitted a favorable set of construction documents. The work will be performed within budget. Construction is scheduled to begin in November 2025. Mr. Carpenter made a motion to award the Caddell classroom construction to Sanford Contractors for \$1,695,50.00. Mr. McLean seconded the motion, and the motion passed unanimously.

Mr. Carpenter reported that SCC has officially entered into a contract with LS3P Architects to design the Moore Innovative High School (MIHS). The design contract is a \$25M project. Design fee of \$1,684,900.00, with a 9-to-12-month design period.

Dr. Farmer presented the following updates:

- Storm Impact and Pond Repairs - Sanford Contractors performed repair, building the site back to original specifications, with a more robust spillway. \$51,343.72. Funding for repairs came from the county budget.
- Dempsey Center Bookstore – Renovations have been made to the former bookstore to include dismantling the original infrastructure, adding three offices, new flooring, and paint. The area will become the new Student Life Department. The area will draw more student traffic and will eventually incorporate game-room activities. Expected occupancy is November 2025.

### **Finance Committee Report**

Mr. Horne reported that the Finance Committee met on September 16, 2025. Mr. Horne then requested approval for the following items:

Reclassification of Uncollectable Student Accounts - Mr. Horne made a motion to reclassify uncollectable student debts in the amount of \$66,605.48. Mr. Hunt seconded the motion, and the motion passed unanimously.

ENGLISH 025 Course Materials Fee Justification - Mr. Horne made a motion to approve the new English 025 course fee of \$23.00. Mr. Carpenter seconded the motion, and the motion passed unanimously.

Athletics Budget 2025-2026 - Mr. Horne made a motion to approve the Foundation-funded 2025-2026 Athletics Budget of \$293.460.00. Mr. Maness seconded the motion, and the motion passed unanimously.

Dr. Farmer presented the following updates:

Budget Status - The College has not received the FY25 budget and is operating under a continuation budget. There will be an increased budget FY26.

County Budgets - Both Moore and Hoke counties are reported to be in good standing as of August 30, 2025.

County Bonds - As of August 2025, \$118,429.25 was spent towards the Caddell Training Center project.

OSBM Report (Moore Innovative High School/Workforce Trades) - As of October 2025, \$146,555.00 of the \$25M allocated funding has been spent.

The new County budget will be reviewed at the December Board of Trustees meeting.

### **Personnel Committee Report**

Full-Time Faculty Appointments for Board Approval -

Mr. Horne made a motion to approve the hiring of Jessica Cross, Visual Arts Instructor, effective 8.18.25. Ms. Pickett seconded the motion, and the motion passed unanimously.

Mr. Horne made a motion to approve the Holiday schedule for 2026/2027. Mr. Freidel seconded the motion, and the motion passed unanimously.

Updates: New Hires, Separations, and Transfers -

Personnel Information Updates - Mr. Horne asked that the Board review the New Hires, Separations, and Transfers as submitted. No Board action required.

Discussion ensued regarding the aspects of Performance Contracting. Dr. Farmer responded to Mr. Woodward's request for information, offering specific details of the energy-saving plan to include guaranteed savings for the College.

### **Planning Committee Report**

Dean Farmer presented the revised draft of the 2025 Annual Report of the College Strategic Plan (CSP). Mr. Horne made a motion to approve the 2025 CSP Annual Report as presented. Ms. Pratte seconded the motion, and the motion passed unanimously.

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

Mr. Carter reported that the Educational and Student Affairs Committee met on September 11, 2025. There were no actionable items.

Dr. Roush submitted the following updates:

#### Cooperative & Innovative High School -

Dr. Roush presented an update, noting the September 3, 2025, ribbon cutting of the Moore County Innovative (MIHS). State legislature has approved the funding for MIHS. Moore County will receive their allocation for the support of the new school. Bi-weekly meetings continue with Moore County Schools. MIHS Principal Ashley Ciccone reports that interim report cards show that all students are passing. Students are also engaging with programs on the SCC campus to include Culinary and Engineering and will participate in Funfest and Career Day.

#### Career & College Ready Pathway (Learn Updates) -

Plans are to implement a new Career and College Pathway. This will allow high school students who are below the 2.8 GPA to enroll in pre-curriculum classes. Meeting this week with Moore County Schools leadership to make decisions as to envision what this might look like for spring. Meeting with Hoke County Schools to discuss implementation on the Hoke Campus as well.

#### Workforce Continuing Education -

Last year the Board approved the move of Ophthalmic Medical Assisting from curriculum into the Workforce Continuing Education (WCE) program. There are currently nine students enrolled who will become certified technicians. SCC's partnership with Carolina Eye Associates continues to benefit from this program.

The State has approved a way for community colleges to offer WCE courses to students from private and homeschool locations. Prior to this approval, public school students only were offered these courses.

#### Student Services -

Mr. Williams reported that the System Office has published findings for the period 2024-2025 reporting year, which is summer 2024, fall 2024, and spring 2025. SCC shows a

2% increase as compared to last year with 11,049 unduplicated students. The dual enrollment numbers for the same reporting year are at 7.5% growth. Summer 2025 is up 18% over the previous summer. Registration for October classes continues. WCE classes are currently at 20% over last fall.

A July 29, 2025, Veteran's compliance review, showed no discrepancies were found. Mr. Williams thanked Dave Daniels, Coordinator of Veteran's Services, for his commitment to excellence.

#### Student Government Association & Student Life -

Mr. Williams reported that during the Educational Committee meeting, the committee reviewed the list of anticipated Student Life/SGA activities as provided by the Director of Student Life, Ms. Dana Cuellar.

#### Workforce Innovation & Strategic Planning -

Dean Farmer presented an update regarding SCC's relationship with Pennsylvania Transformer Technology (PTT), located in Hoke County. SCC has entered a 3-year project with them through their customized training program, NC Edge. PTT requested a focus on leadership training with their employees. Through the SCC partnership, a lean manufacturing training course has been developed for its employees. Three apprenticeships are waiting for approval at the state level – electrician, production technologist, and welding.

Ms. Pratte asked that trustees add their email address to the SCC website. Ms. Pratte feels that the addition of contact information will demonstrate that the Board is open to hearing concerns while leaving management to college administration. Ms. Pratte made a motion to add Trustee's SCC email addresses to the SCC website. Mr. Woodward seconded the motion. The motion failed by a vote of 2-10.

#### **Foundation Report**

Dr. Elkins presented the Foundation Report, calling attention to the material included in the Board packet, the Foundation Report and SCCF Trustees Report Opportunity and Excellence.

Giving last fiscal year was just over \$3.1M with 1,127 gifts. The fiscal year to date has now reached over \$1M, from 361 gifts. Dr. Elkins reported total assets of over \$60M, and detailed the restricted, unrestricted, and scholarship funds. The August 2025 Coca Cola Classic Golf Tournament raised \$52,550.00, which marked the first time breaking \$1M in net proceeds throughout the history of the tournaments. The Health and Fitness Science programs held a 5k Run on September 27, 2025. The Foundation is engaging in new data management software and will convert to the new system within the next 2 months.

Jennifer Dail has been working to mail scholarship reports to donors, which includes a profile about students that are being supported through their giving. Jennifer has also been

active with NC Cord Group and has been elected as their representative to the NCCC Foundation Board. A scholarship dinner is planned for November 4th at the Carolina Hotel. Currently working on the next annual campaign mailing impact brochure. SCC won “Best of the Pines” in five categories. Everyone is invited to stroll through the Horticultural Gardens to enjoy the many scarecrows that have been fashioned by local garden clubs. The scarecrows will be on display until the end of October. The Hoke Campus is gearing up to host the annual “Trunk or Treat” event, to be held on October 25, 2025, beginning at 3:00 p.m. on the Hoke Campus. Tito Ward, SCC Athletic Director, will attend the December BOT meeting and will introduce new students. The SCC Women’s Volleyball Team is 26-2 overall. Dr. Elkins noted that included in the Board packet were special Foundation reports.

### **The President’s Report**

Sandhills Community College continues to be recognized as a leader in workforce and economic development across North Carolina. At the September 2025 State Board Summit, Dr. Stewart was one of three college presidents selected to speak. At the most recent meeting of the NC Community College President’s Association, Dr. Stewart was also elected to a second term as legislative chair of the association.

At the State Board Summit, Legislative leaders Sen. Brad Overcash and Rep. David Willis reaffirmed the central role of community colleges in the state’s economic strategy, highlighting the new Propel NC business model, which will align course offerings with labor market needs, enhance credit mobility, and integrate with the upcoming Workforce Pell program.

A key highlight from the Summit was the presentation of Propel NC workforce sector data for North Carolina, underscoring the scale of opportunity for Sandhills and our region:

- Healthcare I: 14,633 annual openings; \$63,714 average earnings
- Engineering & Advanced Manufacturing: 2,998 openings; \$59,598 average earnings
- Trades & Transportation: 71,477 openings; \$53,428 average earnings
- Public Safety & First Responders: 7,755 openings; \$54,421 average earnings
- Information Technology: 5,377 openings; \$53,560 average earnings

Sandhills is positioning itself to leverage state funding and expand short-term, stackable credential programs, especially with the development of our Workforce Innovation Building and the Moore Innovative High School. Our alignment with legislative priorities strengthens our case for continued state and local investment.

The 2025 State Board Summit reinforced that North Carolina’s community colleges are the backbone of workforce development and economic mobility. For Sandhills Community College, some key takeaways are:

- Stay aligned with Propel NC priorities and continue advancing dual enrollment and CTE pathways.

- Leverage SCC’s next capital campaign to expand programs in high-demand sectors.
- Build on AI and cybersecurity innovation to position SCC at the forefront of emerging workforce needs.
- Continue strengthening partnerships with K–12, business, and government to deliver on the promise of “Learn, Engage, Belong.”

### **Community College Trends – Insights from Dr. Laura Ulrich**

Dr. Laura Ulrich, Senior Economist with Indeed and formerly with the Richmond Federal Reserve, has conducted extensive research on community colleges across the Southeast. At the State Board Summit, Dr. Ulrich reported that statewide community college enrollment is rising, particularly in health sciences, skilled trades, and dual enrollment. However, challenges remain, including declining international enrollment and shifting student preferences toward shorter-term stackable credentials.

She also noted the growing impact of artificial intelligence on program delivery and workforce training. Sandhills is well-positioned to respond, with ongoing investments in scalable, high-demand programs and a robust framework for stackable credentials.

### **Campus Events & Engagement Highlights**

Sandhills Community College has remained active and visible across campus, the community, and the state, living out our mission of “Learn, Engage, Belong.” The academic year launched with a reaffirmation of the One College model, featuring Dr. David Shockley, President of Surry Community College as the Opening Day speaker. This fully integrated approach to instruction and engagement supports student success in both employment and transfer.

Progress in the evolution of the One College model this fall included 40 office moves across seven buildings, new dean and department head hires, more than 200 community engagement events, increased apprenticeships and customized training agreements, SCC Gardens and Lifelong Learning expansions, student life initiatives, and continued improvements in HR/finance.

Recent events have brought the campus and community together. The 9/11 Day of Remembrance drew more than 250 participants for a solemn ceremony at the First Responders Memorial. Constitution Day and Spirit Day engaged students in civic learning and campus pride, while the Pink-Out Volleyball Game raised awareness for breast cancer and filled the stands with pink.

The Walk to End Alzheimer’s, hosted on the Pinehurst campus, welcomed over 1,500 participants and surpassed the fundraising goal with more than \$200,000 raised to support North Carolinians affected by the disease. The Flyers 5K Fun run, Scarecrow Stoll, and the children’s story time events further strengthened campus and community connections.

Academic support remains a priority, with the Tutoring Center providing 1,948 sessions since Fall 2024 - 1,568 in-person and 380 online - with an average session length of 57 minutes. Students who used tutoring achieved an 87% pass rate, with highest demand in MAT-171, MAT-152, and ENG-111.

Looking ahead, MoHoCo Manufacturing Week will run October 20-24, highlighting local manufacturing and student engagement opportunities. Arts and culture will be celebrated with the SCC Jazz Band and Taylor Swift tribute performances in BPAC.

### **Workforce Pell Program**

Congress recently expanded Pell Grant eligibility to short-term workforce training programs, with implementation anticipated in summer 2027. Workforce Pell will cover programs between 150 and 600 clock hours in high-demand fields like healthcare, IT, and skilled trades. Eligible programs must meet strict completion and job placement rates, be accredited, and align with state workforce priorities.

Federal rules for Workforce Pell are still under development, and a federal advisory committee will be appointed to write the program's regulations. North Carolina is working with our Congressional delegation to ensure at least one NC Community College president represents our state on the committee.

Sandhills will likely need to redesign some offerings and enhance outcome tracking to meet these new federal standards, positioning the college to further support local workforce needs.

### **Athletics Update**

The Flyers women's volleyball team continues to excel, currently ranked #2 in the country in NJCAA Division III with just two losses of the season. On October 6, the Flyers notched a 3-1 victory at home against Richard Bland College in the annual Pink-Out Game for breast cancer awareness. This marked the program's first-ever win over Richard Bland, who entered the match ranked #15 in NJCAA Division II. The Flyers' success builds on a tradition of athletic excellence and community engagement.

Sandhills athletics remains an important recruitment and retention tool, with more than fifty student-athletes maintaining some of the highest GPAs on campus and contributing to campus life. In August, Joshua "Tito" Ward was appointed Athletic Director, succeeding longtime AD and championship-winning coach Mike Apple. Ward, a Fayetteville native and FSU Hall of Fame inductee, brings deep experience in athletics fundraising, community engagement, and student support. He has served as an assistant coach at Fayetteville State University and as director of student-athlete development, emphasizing character, community, and opportunity in SCC athletics.

### **Pond Repairs and Infrastructure Update**

In September 2025, the upper pond spillway at the Sandhills Pinehurst Campus sustained major damage during Tropical Storm Chantal. Emergency repairs and additional maintenance were completed on both ponds to ensure long-term safety and resilience of the campus environment. These efforts reflect the college's commitment to preserving its natural resources and maintaining a safe and welcoming campus for students and the community.

Trustee Tim Carpenter, Executive Vice President, D.J. Farmer, and Facilities Director, Steven Garner, were commended for their leadership in restoring these vital resources. Their swift action and coordination helped minimize disruption and reinforced the college's proactive approach to facilities management.

### **SACSCOC Re-Affirmation Team**

In late September, Dr. Stewart served on a SACSCOC on-site review team for South Georgia Technical College (SGTC). Which has its main campus in Americus, GA. This was a 10-year review, similar to what Sandhills had in 2023. Serving on the review team was a valuable experience from the perspective of seeing accreditation from the perspective of the accreditor as well as being able to observe in detail the operations and governance of a community college in another state. While this report does not allow a full recap, it is worth making two observations. First, SACSCOC as an accrediting body is evolving to provide robust, yet fair accrediting services for community colleges, especially those more focused on technical programs. Second, SGTC has an advanced model for corporate partnerships from which SCC can learn. Dr. Stewart will look deeper into these topics at the request of the Board of Trustees.

Ms. Pratte requested that the substitutes for committee members be reviewed in the future. Mr. Caddell agreed to the future discussion.

Mr. Carpenter made a motion pursuant to G.S. 143-318.11 to go into closed session to consult with legal council regarding matters subject to attorney-client privileges. Mr. McLean seconded the motion, and the motion passed unanimously.

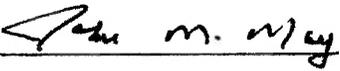
### **CLOSED SESSION**

At 4:30 p.m. on October 7<sup>th</sup>, during the regularly scheduled meeting of the Board of Trustees ("the Board") of Sandhills Community College ("SCC"), held in the Clement Dining Room on the SCC campus, the Board voted to enter Closed Session to discuss personnel matters.

**MOTION:** Trustee Carpenter moved to enter Closed Session at 4:30 p.m. pursuant to N.C.G.S. 143-318.11(a)(6) to discuss personnel matters and to consult with the College's attorney. Trustee McLean seconded the motion. The motion carried unanimously.

Upon conclusion of the discussion, Chairman Caddell asked for a motion to return to Open Session. Trustee Freidel made the motion, seconded by Trustee McLean, and the motion carried unanimously.

The Board reconvened in Open Session at 5:07 p.m. No action was taken during Closed Session.



John M. May, Attorney for Sandhills Community College

With no further business, the Board of Trustees meeting was adjourned at 5:08 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**

### **Closed Session Meeting Minutes**

**Clement Dining Room**

**October 7, 2025, 4:30 p.m.**

#### **CLOSED SESSION**

At 4:30 p.m. on October 7th, during the regularly scheduled meeting of the Board of Trustees (“the Board”) of Sandhills Community College (“SCC”), held in the Sledge Dining Room on the SCC campus, the Board voted to enter Closed Session to discuss personnel matters.

**MOTION:** Trustee Carpenter moved to enter Closed Session at 4:30 p.m. pursuant to N.C.G.S. § 143-318.11(a)(6) to discuss personnel matters and to consult with the College’s attorney. Trustee McLean seconded the motion. The motion carried unanimously.

Upon conclusion of the discussion, Chairman Caddell asked for a motion to return to Open Session. Trustee Freidel made the motion, seconded by Trustee McLean, and the motion carried unanimously.

The Board reconvened in Open Session at 5:07 p.m. No action was taken during Closed Session.

A handwritten signature in black ink that reads "John M. May".

**John M. May**

Attorney for Sandhills Community College

**Date:** October 7, 2025

UnApproved

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.

**Adpoted:**

The College shall comply with the Americans with Disabilities Act of 1990, As Amended ("ADA"). To achieve compliance, the College shall:

1. Provide notices concerning the ADA.
2. Designate a responsible employee to coordinate ADA compliance.
3. Ensure that existing facilities are readily accessible to or usable by individuals with disabilities through structural changes in facilities or through other methods that are equally effective to make services, programs and activities accessible.
4. Eliminate eligibility criteria that screens out or tends to screen out individuals with disabilities or any class of individuals with disabilities from fully and equally enjoying any service, program or activity being offered.
5. Administer services, programs, and activities in the most integrated setting appropriate to the needs of qualified individuals with disabilities.
6. Take appropriate steps to ensure that communications with persons who are disabled are as effective as communications with others, including the furnishing of appropriate auxiliary aids and services.

The College may from time to time engage in an accessibility audit of its facilities and programs.

The College will maintain the self-evaluation and make it available to the public for three (3) years.

All allegations concerning disability discrimination or harassment shall be addressed through Policy 5.17 – Discrimination and Harassment (employees) or Policy 4.14 – Discrimination and Harassment (students).

Legal Reference: 42 U.C.S. § 12101, P.L. 110-325

NEW/PROPOSED Policy		CURRENT Policy	
P/P Number	P/P Language	P/P Number	P/P Language
<p><b>Add New Policy 2.18 to section 2 “General Policies”</b></p>	<p>The College shall comply with the Americans with Disabilities Act of 1990, As Amended (“ADA”). To achieve compliance, the College shall:</p> <ol style="list-style-type: none"> <li>1. Provide notices concerning the ADA.</li> <li>2. Designate a responsible employee to coordinate ADA compliance.</li> <li>3. Ensure that existing facilities are readily accessible to or usable by individuals with disabilities through structural changes in facilities or through other methods that are equally effective to make services, programs and activities accessible.</li> <li>4. Eliminate eligibility criteria that screens out or tends to screen out individuals with disabilities or any class of individuals with disabilities from fully and equally enjoying any service, program or activity being offered.</li> <li>5. Administer services, programs, and activities in the most integrated setting appropriate to the needs of qualified individuals with disabilities.</li> <li>6. Take appropriate steps to ensure that communications with persons who are disabled are as effective as communications with others,</li> </ol>		

	<p>including the furnishing of appropriate auxiliary aids and services.</p> <p>The College may from time to time engage in an accessibility audit of its facilities and programs.</p> <p>The College will maintain the self-evaluation and make it available to the public for three (3) years.</p> <p>All allegations concerning disability discrimination or harassment shall be addressed through Policy 5.17 – Discrimination and Harassment (employees) or Policy 4.14 – Discrimination and Harassment (students).</p> <p>Legal Reference: 42 U.C.S. § 12101, P.L. 110-325</p> <p>The College shall comply with the Americans with Disabilities Act of 1990, As Amended ("ADA"). To achieve compliance, the College shall:</p> <ol style="list-style-type: none"> <li>1. Provide notices concerning the ADA.</li> <li>2. Designate a responsible employee to coordinate ADA compliance.</li> <li>3. Ensure that existing facilities are readily accessible to or usable by individuals with disabilities through structural changes in facilities or through other methods that are equally effective to make services, programs and activities accessible.</li> </ol>		
<p><b>Revise Policy 4.3 title to “Americans with Disabilities” and change language to match 2.18</b></p>		<p><b>Policy 4.3 Special Populations and Disability Support Services</b></p>	<p>Sandhills Community College does not discriminate against any otherwise qualified individual with a disability solely by reason of such disability. No individual will be excluded from the participation in, denied the benefits of, or subjected to, discrimination in programs or activities sponsored by the College. Sandhills Community College provides support to students who qualify under Section 504 of the Rehabilitation Act of 1973 and</p>

	<p>4. Eliminate eligibility criteria that screens out or tends to screen out individuals with disabilities or any class of individuals with disabilities from fully and equally enjoying any service, program or activity being offered.</p> <p>5. Administer services, programs, and activities in the most integrated setting appropriate to the needs of qualified individuals with disabilities.</p> <p>6. Take appropriate steps to ensure that communications with persons who are disabled are as effective as communications with others, including the furnishing of appropriate auxiliary aids and services.</p> <p>The College may from time to time engage in an accessibility audit of its facilities and programs.</p> <p>The College will maintain the self-evaluation and make it available to the public for three (3) years.</p> <p>All allegations concerning disability discrimination or harassment shall be addressed through Policy 5.17 – Discrimination and Harassment (employees) or Policy 4.14 – Discrimination and Harassment (students).</p> <p>Legal Reference: 42 U.C.S. § 12101, P.L. 110-325</p>		<p>the Americans with Disabilities Act of 1990 (ADA).</p>
<p><b>Add New Policy 5.28 to section 5 “Human Resources”</b></p>	<p>The College shall comply with the Americans with Disabilities Act of 1990, As Amended (“ADA”). To achieve compliance, the College shall:</p>		

	<ol style="list-style-type: none"><li>1. Provide notices concerning the ADA.</li><li>2. Designate a responsible employee to coordinate ADA compliance.</li><li>3. Ensure that existing facilities are readily accessible to or usable by individuals with disabilities through structural changes in facilities or through other methods that are equally effective to make services, programs and activities accessible.</li><li>4. Eliminate eligibility criteria that screens out or tends to screen out individuals with disabilities or any class of individuals with disabilities from fully and equally enjoying any service, program or activity being offered.</li><li>5. Administer services, programs, and activities in the most integrated setting appropriate to the needs of qualified individuals with disabilities.</li><li>6. Take appropriate steps to ensure that communications with persons who are disabled are as effective as communications with others, including the furnishing of appropriate auxiliary aids and services.</li></ol> <p>The College may from time to time engage in an accessibility audit of its facilities and programs.</p> <p>The College will maintain the self-evaluation and make it available to the public for three (3) years.</p>		
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	<p>All allegations concerning disability discrimination or harassment shall be addressed through Policy 5.17 – Discrimination and Harassment (employees) or Policy 4.14 – Discrimination and Harassment (students).</p> <p>Legal Reference: 42 U.C.S. § 12101, P.L. 110-325</p>		
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## **Consent Agenda Guidelines**

Sandhills Community College Board of Trustees  
28 October 2025

### **Definition**

A consent agenda is a tool used to streamline board meetings by grouping routine, non-controversial, informational items into a single agenda item. These items generally do not require board action and are approved collectively without discussion unless a board member requests removal for separate consideration. Consent agenda items may occasionally include items requiring board action, but these should be limited to routine, non-controversial approvals (e.g. approval of a holiday schedule which follows the state holiday guidelines).

### **Governance Notes**

- The final Board agenda is set by the Chair and the President, in accordance with the Board's bylaws.
- Any Board member may request that an item be removed from the consent agenda and discussed separately.

### **Criteria for Inclusion**

Items may be placed on the consent agenda if they meet all of the following:

1. Informational Only – No vote or formal Board action is required (with limited exceptions).
2. Routine or Recurring – Appears regularly on agendas and does not involve significant changes.
3. Non-Controversial – No anticipated debate or dissent.
4. Committee Reviewed – Vetted and accepted by the appropriate committee.

### **Committee-Specific Examples (not all-inclusive)**

#### **1. Finance, Personnel, and Planning**

- Monthly budget summaries (without action)
- Staff turnover reports
- Routine planning updates (e.g., strategic plan milestones)

#### **2. Educational Programs and Student Affairs**

- Program updates not requiring approval

#### **3. Buildings and Grounds**

- Facilities maintenance updates
- Capital project status reports (informational only)
- Safety inspections or compliance summaries

#### **4. Governance**

- Meeting schedules
- ByLaws changes which are clerical in nature, as allowed by the ByLaws.

#### **Items Not Suitable for Consent Agenda (not all-inclusive)**

- Items requiring Board action, approval, or formal vote (with limited exceptions)
- Matters involving contracts, legal issues, or policy changes
- High-level, mid-year budget adjustments
- Topics with strategic impact, public interest, or potential controversy
- Major program changes.
- Items not reviewed by the relevant committee

#### **Implementation Guidance**

- Committee chairs should identify items suitable for a consent agenda during their meetings.
- The President's Office will compile the consent agenda and, once approved by the Chair, circulate it with the board packet.
- Information in the Board packet for consent agenda items should include a clear title and summary (if necessary) to make clear what the item/report is.
- Trustees may request removal of any item for individual discussion.

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

<u>A. State Funds - Current Operating</u>		<u>BUDGET</u>	<u>Y-T-D</u>	<u>BUDGET</u>	<u>%</u>
			<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>USED</u>
110	Executive Management	1,477,590.00	533,912.13	943,677.87	36.13%
120	Financial Services	655,576.00	251,564.56	404,011.44	38.37%
130	General Administration	2,267,672.00	889,779.31	1,377,892.69	39.24%
140	Info. Systems (Admin)	1,397,542.00	598,993.32	798,548.68	42.86%
200	Curriculum Instruction	15,179,399.00	4,433,188.91	10,746,210.09	29.21%
300	Occupational Extension	4,150,451.00	1,300,276.29	2,850,174.71	31.33%
400	Academic Support	3,329,379.00	1,150,438.21	2,178,940.79	34.55%
500	Student Support	2,736,077.00	898,696.91	1,837,380.09	32.85%
<b>TOTAL</b>		<b>\$ 31,193,686.00</b>	<b>\$ 10,056,849.64</b>	<b>\$ 21,136,836.36</b>	<b>32.24%</b>

<u>B. State Funds-Capital Outlay</u>					
900	Equipment	1,154,456.00	32,180.07	1,122,275.93	2.79%
930	Books	98,273.00	11,421.77	86,851.23	11.62%
<b>TOTAL</b>		<b>\$ 1,252,729.00</b>	<b>\$ 43,601.84</b>	<b>\$ 1,209,127.16</b>	<b>3.48%</b>
<b>TOTAL STATE FUNDS</b>		<b>\$ 32,446,415.00</b>	<b>\$ 10,100,451.48</b>	<b>\$ 22,345,963.52</b>	<b>31.13%</b>

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

<u>C. Moore County Funds - Current Operating</u>					
130	General Administration	495,998.00	269,987.10	226,010.90	54.43%
610	Plant Operation	3,627,320.75	1,329,783.70	2,297,537.05	36.66%
620	Plant Maintenance	1,351,269.00	521,068.71	830,200.29	38.56%
910	Performance Contracting	332,704.25	111,059.71	221,644.54	33.38%
920	Equipment	-	-	0.00	
<b>TOTAL Moore County Operating</b>		<b>\$ 5,807,292.00</b>	<b>\$ 2,231,899.22</b>	<b>\$ 3,575,392.78</b>	<b>38.43%</b>

<u>E. Hoke County Funds - Current Operating</u>					
610/620	Plant Operation	726,645.25	208,422.50	518,222.75	28.68%
910	Performance Contracting	17,510.75	5,845.25	11,665.50	33.38%
920	Equipment	-	-	-	
<b>TOTAL Hoke County Operating</b>		<b>\$ 744,156.00</b>	<b>\$ 214,267.75</b>	<b>\$ 529,888.25</b>	<b>28.79%</b>
<b>TOTAL County Funds</b>		<b>\$ 6,551,448.00</b>	<b>\$ 2,446,166.97</b>	<b>\$ 4,105,281.03</b>	<b>37.34%</b>

**County Cash (Reserves)**  
\*will fluctuate monthly

**\$ 491,176.38**

***Status of State and County Bond Funds  
as of October 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	128,485.19	971,514.81
<i>Meyer Hall</i>	1,009,310.00	1,009,310.00	
	<b>\$22,109,310.00</b>	<b>\$21,137,795.19</b>	<b>\$971,514.81</b>



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

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

*Interest earned to date* \$1,309,088.15



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NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
 COLLEGE FY 2023-24 BUDGET  
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Sandhills Community College  
 Institution Number: 878

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
<b>Summary of Revenues (excluding capital improvement projects)</b>				
State*	\$ 32,342,680			\$ 32,342,680
County Funds		\$ 6,551,448		\$ 6,551,448
Institutional Funds			\$ 11,641,876	\$ 11,641,876
Operating Revenue Subtotal	\$ 32,342,680	\$ 6,551,448	\$ 11,641,876	\$ 50,536,004
Fund Balance Appropriated		\$ -	\$ -	\$ -
<b>Total Funds Available</b>	<b>\$ 32,342,680</b>	<b>\$ 6,551,448</b>	<b>\$ 11,641,876</b>	<b>\$ 50,536,004</b>
<b>Summary of Expenditures (excluding capital improvement projects)</b>				
1XX Institutional Support	\$ 5,003,302	\$ 495,998	\$ 3,155,916	\$ 8,655,216
2XX Curriculum Instruction	\$ 16,682,221		\$ 1,348,382	\$ 18,030,603
3XX Continuing Education	\$ 4,047,256		\$ 418,931	\$ 4,466,187
4XX Academic Support	\$ 2,783,887			\$ 2,783,887
5XX Student Support	\$ 2,590,076		\$ 100,432	\$ 2,690,508
6XX Plant Operations & Maint.		\$ 6,055,450	\$ 10,027	\$ 6,065,477
7XX Proprietary/Other				
8XX Student Aid				
9XX Capital Outlay (excluding capital improvements)	\$ 1,235,938		\$ 6,508,188	\$ 6,508,188
<b>Total Budgeted Expenditures</b>	<b>\$ 32,342,680</b>	<b>\$ 6,551,448</b>	<b>\$ 11,641,876</b>	<b>\$ 50,536,004</b>
<b>Net (Est. Revenues - Expenditures)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
COLLEGE BUDGET: FY 2025-26**

**REQUIRED BUDGET REQUEST SIGN-OFF**

The attached College Budget has been reviewed and approved on  
\_\_\_\_\_, 20\_\_\_\_ by the Board of Trustees of  
\_\_\_\_\_  
\_\_\_\_\_, Chairman.

The attached College Budget has been reviewed and approved in  
the amount of \$ \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_  
by the County Commissioners of \_\_\_\_\_ County.  
\_\_\_\_\_, Chairman.

# THE TRUSTEES OF SANDHILLS COMMUNITY COLLEGE

December 2, 2025

## INFORMATION ITEMS

### CHIEF OF STAFF DIVISION

#### New Hires

Sara Holden – Director, Small Business Center

#### Effective Date

November 3, 2025

#### Separations

None

#### Effective Date

### COLLEGE OPERATIONS DIVISION

#### New Hires

Dondiego Blanco - Maintenance Tech HVAC  
Carol Hough – IT Infrastructure Analyst

#### Effective Date

October 1, 2025

November 3, 2025

#### Separations

None

#### Effective Date

#### Retirements

William “Billy” Barber - Information Technology Analyst II  
George Brideschge – Maintenance Technician

#### Effective Date

January 1, 2026

January 1, 2026

### EDUCATIONAL PROGRAMS DIVISION

#### New Hires

Sara Seyl - Librarian for Technical Services and Archives

#### Effective Date

October 3, 2025

#### Separations

Robert Wilson – Associate Professor, English

#### Effective Date

December 10, 2025

#### Retirements

Tammy Stewart - Dean of Learning Resources  
Sarah Bumgarner - Professor, Management & Business Technology and Coordinator,  
Entrepreneurship

#### Effective Date

November 1, 2025

January 1, 2026

**ENGAGEMENT DIVISION**

**New Hires**

None

**Effective Date**

**Separations**

Julia McRae - Grant Writer & Corporate Giving Development Officer

**Effective Date**

October 28, 2025

**STUDENT SERVICES DIVISION**

**New Hires**

Kaitlin Jones - Student Life Associate  
Tyler Payne - College Navigator  
Sarah Merkle – NC Career Coach

**Effective Date**

October 6, 2025

October 8, 2025

November 3, 2025

**Separations**

None

**Effective Date**



**Accountability & Integrity Plan**  
**2023-2025**

*Approved*

*October 2022 BOT meeting*

**Sandhills Community College**  
**Workforce Continuing Education**

### **Introduction: Accountability & Integrity Planning for Workforce Continuing Education**

Accountability and integrity planning within Workforce Continuing Education (WCE) areas encompasses a broad range of areas guided by state and college governance, NC Community College System initiatives, institutional and program values, and industry and community partnerships. NC Community Colleges are mandated through the State Board of Community College Code (1B SBCCC 400.98, 1D SBCCC 300.4) to establish a **program accountability function** that will:

- (1) Establish a framework for defining quality, effectiveness, and assessment for improvement.
- (2) Demonstrate a system of checks and balances to prevent and detect errors or irregularities when reporting enrollment, attendance, and instructional hours for FTE purposes.
- (3) Be reviewed by a college's local board of trustees at least once every three years.

The following document is the *Accountability and Integrity Plan for Sandhills Community College Workforce Continuing Education*. The plan's framework was developed based on a state-wide accountability model for short-term workforce training.

The accountability and integrity planning framework encompasses three primary areas:

1. Governance Priorities
2. Academic Integrity
3. Market Outreach

For each area, there is at least one goal and objective with WCE accountability measures. Importantly, the plan reflects the college's ongoing effort to:

1. Review WCE training programs and offerings for relevancy, rigor, and quality.
2. Develop goals for growth and sustainability.
3. Ensure state budget compliance and operational accountability.
4. Respond to demands for aligning programs with a broad array of governing requirements and industry needs.

Each spring term, the college trustees will receive an accountability and integrity report providing annual updates to outlined objectives. Every three years in the fall, the plan is updated, and new objectives may be added with guidance and approval from WCE's accountability and integrity team or senior administrators.

The updated plan will go before the college trustees for approval based on a State Board Community College Code mandate and will remain in effect for a three-year cycle.

Respectfully submitted,

*Kimberly J. Blue*

Kimberly Blue

Senior Director of Compliance and Accountability, Workforce Continuing Education

Sandhills Community College

September 16, 2022

Accountability & Integrity Planning for Workforce Continuing Education  
Sandhills Community College

## 2023-25 Workforce Continuing Education (WCE)

### Accountability & Integrity Team

#### Staff Members and Area of Representation:

Isabel Cain	College and Career Readiness
Denise Cameron	Public Safety Training
Sandy Perry	Allied Health Training
Jason Levister	Student Success, High School Programs, and Data Support
Amy Caliri	Registration Services

#### Standing Members:

Dr. Fallon Brewington	Vice President
Michelle Bauer	Associate Vice President
Kimberly Blue	Sr. Director, Compliance

**Team Purpose:** Staff representing WCE programs and service areas will be represented on this team. Members will contribute to the development of accountability and integrity processes by:

1. Providing guidance and suggestions for improvement to current accountability practices among WCE areas.
2. Identifying new accountability measures for areas not specifically addressed in community college code, college, or WCE policies.

**Team Members:** The internal team membership for accountability and integrity planning will rotate program representatives every three years; membership will include at least one College and Career Readiness staff member. The team meets once each term and as needed.

(A & I Team, Page 1 of 1)

## GOVERNANCE PRIORITIES

### **Goal 1: Demonstrate accountability and credibility of operational functions**

*The responsibility for ensuring operations provide effective and efficient services, resources, and programs.*

**OBJECTIVE: Establish standards and controls responsible for administrative, training, and student support operations.**

#### **ACCOUNTABILITY MEASURES:**

**M-1. WCE has established an operational framework that includes:**

1. Senior leadership team
2. Student registration and intake services
3. Training programs and offerings
4. Student support services
5. Accountability and compliance management practices

**M-2. Operational responsibilities** are divided into administrative units and training programs each under the direction of a director or coordinator. Processes for administrative tasks and training are established and updated to ensure student progress, service or program effectiveness and efficiency. Roles and responsibilities are established for each area. Business continuity and succession plans are established and maintained.

**M-3. Course training, design, and development** are initiated by program directors with guidance and approval from senior WCE administration and the state if required. Program or course design is conducted through a collaboration of subject matter experts and may include curriculum departments, community college system advisors, local advisory councils or boards, industry associates, and education partners.

**M-4. Fiscal management** is overseen by senior WCE leadership and each director overseeing a program or service area budget. Budget reviews are conducted annually with guidance from the college Business Office. Budget priorities are determined for programs during the annual program review cycle. Budget items are integrated into the college's strategic plan of operations.

**M-5. Standards and procedures** for all operations are developed and strengthened through strategic planning and assessment. WCE develops internal standards and best business practices that adhere to regulations and policies set by federal, state, college, and program accreditation agencies.

#### Supporting Activities and Documentation

1. WCE unit operational procedures
2. Job Descriptions, WCE organizational chart
3. Business Continuity and Succession Plans
4. Course approvals
5. Annual Program Reviews
6. WCE Operational Areas - chart

<b>Workforce Continuing Education Operational Areas</b>					
<b>Marketing, Recruitment, Outreach</b>	<b>Training Programs</b>	<b>Centralized Systems</b>	<b>Administration</b>	<b>Student Academic &amp; Support Services</b>	<b>Facilities Management</b>
Community, patrons	Adult Literacy, College and Career Readiness	Information, Guidance, Referrals	Program Development	Advising	Testing Centers, certified classrooms
Current and potential students	Pre-employment, Career Development	Admissions, Placement	Fiscal Management	Financial Aid/Scholarships	Public Safety Training Center
Business and workforce partners	General Occupation certifications	Business Services, Accounting	Accountability and Compliance	High School Student Support	Advanced Manufacturing Center
Industry Associations	Bridge and Pathway Programs	Course and student intake system	Strategic Planning & Outcomes assessment	Collaboration with support partners	Construction Trades building
Education Partners	Business and Technologies	Training design and development	Reporting	Career Development Services	Technology Center
Advisory Groups	Allied Health Public Safety	Hiring	Grant-writing	Career Counseling Employment placement Work-based learning Internships	Hoke Center Classrooms and units
Community service work and collaborations	Advanced Manufacturing, Construction Trades	Records Retention System	Professional Development and training		Robbins Center
	Customized Training	Online training development and learning management systems	Succession Planning & Business Continuity		Small Business Center
	Small Business services Cultural Enrichment and Community Service				Lifelong Learning Institute/St. Joseph

## GOVERNANCE PRIORITIES

### **Goal 2: Demonstrate administrative and program accountability for data reported to the state.**

*The responsibility of meeting compliance to NC General Statutes and NC State Board of Community College Code relevant to data reported for state budget resources.*

**Objective 1:** Maintain effective accountability processes and internal controls to ensure compliance and eligibility for federal or state funding.

**Objective 2:** Data submitted to state will be eligible for budget resources.

**Objective 3:** No material findings identified in internal or external compliance reviews or audits.

**Objective 4:** Respond effectively to non-compliance issues, both material and non-material, identified in external compliance examinations or audits.

#### ACCOUNTABILITY MEASURES:

**M-1. Best business practices** are designed to meet student needs, maintain efficiency, and uphold compliance to external regulations and college policies. Specific standards and processes are determined with guidance and support from the senior director of compliance and monitored for effectiveness through various internal controls and measures.

**M-2: Reporting student enrollment and instructional hours** is conducted by the senior director of compliance and accountability. An internal audit process with a system of checks and balances is conducted each term. The ICR-FTE report process and submission is handled solely by the senior director.

Determining and correcting data discrepancies and irregularities is managed by the senior director with support from program and registration staff. Current term and post-term adjustments are made and reported by the senior director in accordance with SBCCC regulations for eligible and earned FTE.

**M-3. Monitoring activities and data checkpoints** are established for administrative units and programs to ensure enrollment, accounting, and instructional data are compliant for state reporting; this includes detecting course and registration errors and data irregularities.

Standardized and specialized reports are identified, shared, and processed for monitoring enrollment and instruction to support state reporting requirements. The senior director provides support and guidance to programs and administrative units for these processes.

- M-4. Course data and records** are submitted for state reporting and maintained for compliance reviews. All original course records are subject to a retention and disposition schedule established by the N.C. Community College System (NCCCS) and followed accordingly.
- M-5. External compliance reviews and visits** are coordinated and supported by the senior director of compliance.
- M-6. Compliance Services Recommendations** are reviewed and implemented according to the NCCCS compliance examiner instructions. Follow-up activities are conducted and monitored for improvements and effectiveness. These items will be documented and addressed in the following review period.

**Supporting Activities and Documentation:**

1. Compliance Program Document
2. Compliance Review Report/Letter to President
3. Enrollment and FTE Accountability Procedures
4. Accountability and Integrity Plan Part II: Enrollment, Hours, and FTE Checklists by Program

## GOVERNANCE PRIORITIES

**Goal 3: Demonstrate accountability to program accreditations and regulations.**

*The responsibility of meeting program standards as defined by federal, state, or industry agencies.*

**Objective 1: Program accreditations and standards are met.**

**ACCOUNTABILITY MEASURES:**

**M-1. College and Career Readiness (CCR)**

SCC is an authorized testing center for High School Equivalency; recertification coordinated by director and testing specialist. The program is approved for and maintains Title II funding. Authorization requirements are monitored by the director of College and Career Readiness.

**M-2. Fire & Rescue**

Accredited by the N.C. Fire and Rescue Commission (NCFRC) to deliver Firefighter, Driver Operator, Technical Rescue, Fire & Life Safety Preparedness, Fire Officer, and Instructor Methodology; all fire certification classes delivered are OFSM certified. Accreditation requirements are monitored by the program director and supported by the Fire academy director.

**M-3. Advanced Manufacturing & Construction Trades**

SCC is an authorized testing site for National Center for Construction Education and Research (NCCER), Manufacturing Skills Standard Council (MSSC), and the Electrical Trades Association (ETA). Records of all courses, schedules, student assessment and performance are reported to NCCER and MSSC as required.

The Advanced Manufacturing program coordinator is a registered MSSC Test proctor/administrator.

All industry authorizations are managed and updated by the advanced manufacturing and construction trades directors.

**M-4. Real Estate Licensure Training**

N.C. Real Estate Commission authorizes SCC to provide pre and post real estate licensure classes. Class visitation is required and performed by the director. New instructors must meet special requirements for instructor credentialing that are guided by the college director. Current real estate instructor is highly qualified and meets

instructor certification standards. Program authorization requirements are monitored and updated by the senior director of Career Training.

**M-5. Nurse Aide Level 1**

Workforce Continuing Education is a state-authorized provider for the Nurse Aide Level 1 program with state-approved classrooms. The curriculum program coordinator oversees the program with the WCE director of allied health.

**M-6. Automotive Safety and OBD Emissions Control**

NC Department of Transportation approves SCC to conduct automotive safety training. Student training verification process in place guided by agency. All instructors are certified. Requirements and compliance monitored by the senior director of career training.

**M-7. DSS Food and Nutrition Services and Employment Training (FN&ET) WIOA Program**

SCC is an authorized state partner with the Moore County Department of Social Services to provide short-term employment training and support services for Moore County students receiving food and nutrition services. This includes maintaining a full-time director to coordinate education services and resources for students.

**M-8: Certified Medical Assistant Program**

SCC is the only N.C. community college certified to offer Medical Assisting in workforce continuing education through the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The college received an initial accreditation and will be reviewed based on updated requirements in 2024.

**M-9: Law Enforcement Training**

SCC is approved by N.C. Criminal Justice Standards and Department of Corrections to offer specialized law enforcement training. Both Moore and Hoke County sheriff associations also approve specific college facilities and courses.

**M-10: Emergency Medical Training**

SCC is approved by the N.C. Office of Emergency Medical Services (NCOEMS) to provide the EMT basic program and EMT and EMS skills courses. WCE has a curriculum EMS advisor to contribute to the oversight of the program, along with the WCE senior director of public safety, as required by NCOEMS standards.

**Supporting Activities & Documentation**

1. Program accreditations
2. Program and facility approvals
3. Program review documentation: program services and facilities

## ACADEMIC INTERESTS

**Goal: Instructional programs will demonstrate relevancy, rigor, and student success.**

*Responsibility to provide quality training that is relevant to student learning and workforce needs.*

**Objective 1: Occupational courses will be designed to provide relevant instruction, resources, and technology that prepare students for the workforce or continued education.**

**Objective 2: The division will utilize a formal program review process to measure and demonstrate program relevancy, improvements, and student successes.**

### ACCOUNTABILITY MEASURES:

- M-1. WCE Course Development:** Occupational, college and career readiness, community service, and personal enrichment courses are designed to provide students with the necessary knowledge and skills to promote and progress their transition to employment or continued education. Course planning includes input from program directors, credentialed instructors, leadership, curriculum and other education partners, program advisory boards, affiliated agencies, and industry partners.
- M-2: Instructor Hiring and Development** is initiated by program directors with approval from college administration. Hiring processes are designed to seek and obtain the most highly qualified individuals demonstrating a combination of workforce and education experience and expertise. Program directors will coordinate recruitment efforts with industry and education partners to obtain a qualified candidate pool. Professional development is also coordinated and monitored to ensure instructors receive any specialized training or updates for their area.
- M-3:** CE programs conduct annual **program review processes** to analyze operations and resources in areas of personnel, training services, facilities and equipment, and information technology. Program staff contribute to campus-wide planning events to share information and resources. Program reviews encompass budget priorities that will support instructional objectives and program progress. Importantly, they assess program performance outcomes in areas of student learning and administrative operations.
- M-4. Remediation and Support:** WCE provides offerings that prepare students for higher level training and career paths. The College and Career Readiness program provides math and literacy opportunities to WCE and curriculum students seeking entry into specialized training programs.

**M-5. Student progress monitoring** is conducted through multiple measures. These include term reviews and data collection processes. Outcomes are used for planning and improvement and initiate departmental changes. Student learning data and outcomes are reviewed and addressed during the annual program review cycle. Outcomes will include employment tracking when data is available.

Workforce Continuing Education College and Career Promise Classes (WCE-CCP) are addressed through Student Progress Assessments conducted for high school education partners.

**M-6: Flexible offerings:** WCE provides hybrid, online, evening, and weekend offerings for student convenience. This includes self-paced offerings and training that provides students access to introductory or exploratory courses that assess their interests and skill levels.

**M-7. Class Visitation & Class Monitoring:** Program directors evaluate classroom instruction and student engagement through first-hand observation. This process supports instructor and student success.

**M-8. Program and Course Evaluations** are conducted on a strategic and ongoing basis and provide an opportunity for students, instructors, advisors, employers, and other partners to provide input and feedback. Forms of program and course evaluations involve skills-based assessments, employer observations of students at job sites, and monitoring visits. Evaluation feedback from external agencies provide opportunities to make substantive changes.

#### Supporting Activities & Documentation

1. Course syllabi
2. Program Reviews and Outcomes Assessments
3. CCR course records
4. Class Visitation Schedule and Summaries
5. Course evaluations
6. College Strategic Plan: WCE Program Services, Personnel, Facilities

## MARKET OUTREACH

**Goal 1: Through outreach and collaboration, training programs are relevant and strong and generate new opportunities for developing a skilled and marketable workforce.**

*Establish service area partnerships to support program planning, funding, and improvements.*

**Objective 1: Collaborate with education and industry partners, community organizations, and businesses for identifying, developing, and improving training programs and courses.**

**Objective 2: Seek funding and resources that support enrollment into training programs.**

### ACCOUNTABILITY MEASURES:

- M-1.** Establish **workforce partners** in program-related areas and cultivate ongoing collaboration to support training and program development. This includes service area and regional businesses and industries and workforce development boards. (i.e., healthcare, manufacturing, and construction.)
- M-2.** Collaborate with **community organizations and public service agencies** to identify populations and groups needing specific training. Develop curriculums and programs that respond to training needs and student success. (i.e., customized training, College and Career Readiness)
- M-3.** Collaborate with **educational partners** including curriculum areas, NCCCS colleges, school systems, and state agencies to develop short-term training offerings that provide opportunity and accessibility.
- M-4.** Establish **program advisory boards** that will provide guidance and feedback for developing, sustaining, and improving career training and college readiness curriculums.
- M-5.** Conduct research with educational and workforce partners to **assess new career training opportunities** ensuring relevancy and sustainability.
- M-6.** Work with education and workforce partners to **obtain funding** and resources that support high-demand and costly training programs.

### Supporting Activities & Documentation

1. Workforce Advisory Boards
2. Program Advisory Boards
3. High School meetings
4. Grants

**Goal 2: Workforce Continuing Education College Career Pathway (WCE-CCP) programs provide Moore and Hoke County high school students with career training opportunities.**

**Objective 1: Collaborate with the local service area high schools and the Department of Public Instruction and Career Technical Education areas to provide quality, skills-based training programs for local high school students.**

**ACCOUNTABILITY MEASURES:**

- M-1.** A WCE-CCP director oversees the workforce continuing education college and career promise pathways (WCE-CCP) program and serves as the primary liaison between the Continuing Education Division and service area high schools.
- M-2.** A state-approved application process is utilized and appropriately followed.
- M-3.** Student recruitment is strategic and facilitated in collaboration among the director, continuing education program staff, college admissions department, college recruiters, and the local high school.
- M-4.** WCE-CCP program compliance documentation including applications and approvals are maintained and monitored by the NCCCS, director and the senior director of compliance and accountability.
- M-5.** An addendum process for non-substantive changes has been established for existing WCE-CCP pathways.
- M-6.** Director monitors and maintains student eligibility and gathers relating documentation with respect to the SBCCC requirements and compliance processes.
- M-7.** Director monitors enrollment and success rates to support WCE-CCP planning and improvement. Director collaborates with students, school staff, and college program staff to ensure student retention and success are supported.

**Supporting Activities & Documentation**

- 1. Director's Job Description and planning calendar
- 2. Student files with approval documents and recommendations
- 3. Moore and Hoke County Schools' WCE-CCP application pathways and state approvals
- 4. WCE-CCP course records
- 5. Student progress data

The Vice President of Workforce Continuing Education is submitting this document on behalf of the department and college to the college president and college board of trustees for approval.



Dr. Fallon Brewington, Vice President Workforce Continuing Education  
Sandhills Community College

10/3/22

Date

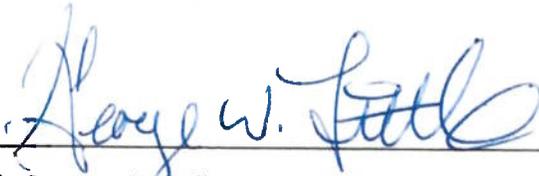
The 2023-25 Accountability and Integrity Plan has been reviewed and approved by the Sandhills Community College Board of Trustees.



Dr. John Dempsey, Sandhills Community College President

10/4/22

Date



Sandhills Community College Board of Trustees Representative

Date 10-5-2022

Kimberly Blue will submit the approved plan to the NC Community College System Office.



November 13, 2025

### **Holden Named New Small Business Center Director at Sandhills Community College**

(Pinehurst, NC) – Taking her decades-long experiences as a small business owner of multiple businesses in North Carolina and upstate New York, leadership and service in the United States Airforce, and management of family businesses, Sara Holden has assumed the helm as Director of the Small Business Center at Sandhills Community College. The program is part of the North Carolina Community College system and offered free of charge to anyone in the community looking to start their own business.

“Entrepreneurialism has always been a part of my family’s DNA,” said the New York native. “From candy and bead making to carpentry to popcorn to art and farming, I’ve had my hands in all aspects of start-ups and successful companies. Bringing my skillset to others in the community is exciting and I look forward to jumping in and meeting folks in Hoke and Moore counties who can use the support and skill sets that our program offers.”

Holden brings management, leadership, communications, project management, organizational, time management, and goal setting to the table as part of her outreach to citizens in the community who are interested in pursuing their dreams and making a difference in their communities. While her office is located on the Pinehurst campus, future business owners can expect to see her on the road in their communities.

“We want to come to where the business entrepreneurs are and work around their schedules moving forward,” said Taylor McCaskill, Senior Director of Workplace Development and Corporate Training. “We know folks are working while planning a new business or growing their business and we’re aiming to be more convenient and responsive to their needs.”

Holden is excited to start networking and be the connector of services from Sandhills Community College to the region as small businesses ramp up and sustain. “It’s an ever-

evolving process from concept to execution and between,” she said. “I hope to jump in where they need me and offer support toward continued success and momentum.”

Plans also include looking into more agricultural opportunities to support farmers, tourism, and possible lodging opportunities throughout Moore and Hoke counties. “I want to be an extension of what they are working on and see our how our tools and services can make an impact.”

Holden holds a Bachelor of Arts from Columbia College in Columbia, Missouri and is an honorably discharged veteran at the rank of Staff Sergeant. She received numerous accommodation, longevity, and awards of excellence and proficiency. She is married and a mother of three adult children.

Holden can be reached at 910-695-3938 or [holdens@sandhills.edu](mailto:holdens@sandhills.edu)

More information about the Small Business Center at the Dedman Center for Business Leadership can be found at <https://www.sandhills.edu/wce/sbc.html>

**Board of Trustees  
December 2, 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 11/14/2025)**

Total \$1,277,937  
498 Gifts

\*Additional gifts are expected as December is the main giving season

**Foundation:**

- Our November 4<sup>th</sup> Scholarship Dinner was very successful with positive feedback from all attendees -
  - Over 300 faculty, staff, student recipients, and donors in attendance
  - Featured program this year: Early Childhood Education
  - Student Speaker: Shanay Eason: Shanay is an adult learner with 4 children, owns a licensed child care facility in Hoke County, plans to attend Fayetteville State University upon graduation from Sandhills in May of 2026
  
- SCC Foundation Board Retreat on 10/27/2025 was very well received by Foundation Board;  
Topics –
  - Dr. Stewart presented on his first two years in office “Top 10 Things Learned”
  - Panel discussion on Workforce Innovation and One College

**Annual Mailings: Brochures are available at your seat**

- SCCF staff will be transitioning to Bloomrang which is a new donor-management software scheduled for January 2026 following year-end giving season. There are several benefits to this transition, including significant cost savings.
  
- BPAC sent its first campaign mailing – “Take Your Seat”
  
- The Sandhills Horticultural Gardens also enhanced their annual mailing efforts. The SHG mails to its membership group each year asking for renewals and gifts; this year’s brochure was redesigned to help encourage new membership; it will be available at Garden events and highlights community engagement with the gardens as well as the collaboration between the gardens and the Landscape Gardening Program
  
- SCC Foundation’s annual Impact Brochure has also been mailed and highlights SCC’s:
  - CDL program
  - Felton and Jean Capel contributions to the college and well known Sandhills icons
  - Veterans Programs
  - Workforce Innovation Programs

**Foundation Directors – new nominations for approval:**

At the August 11, 2025 meeting of the SCC Foundation's Executive Committee, Gary Evans and Adam Kiker were approved to be nominated as SCC Foundation Board Members.

**Gary Evans -**

Many of you already know Gary Evans. Gary served on the Sandhills Community College BOT for many years. Upon his rotation off the Trustee Board, Gary has expressed an interest in staying connected with the college by joining the Foundation Board. Gary is one of Sandhills' top cheerleaders, he and his wife Kathy attend every culinary lunch and introduce their friends to all the SCC has to offer.

**Adam Kiker – Bio TBR**

**\*\*Requesting Motion from the Board to approve two new Foundation Board Members:**

This concludes the Foundation's report