



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Peter Hans, President*

March 19, 2019

**IMPORTANT INFORMATION**

**MEMORANDUM**

- TO:** Members of the State Board of Community Colleges  
Community College Presidents  
Boards of Trustees Chairs  
Community College Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Financial Aid Officers, Personnel Directors, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties
- FROM:** Q. Shanté Martin, *NCCCS General Counsel*
- RE:** **Substantive Change - Proposed Adoption of 1B SBCCC 200.3 – “Establishing Multi-Campus Centers”**

On 18 January 2019, the State Board of Community Colleges (“SBCC”) provided public notice that it initiated the rulemaking process to adopt the following rule:

**1B SBCCC 200.3 – “Establishing Multi-Campus Centers”**

The SBCC’s proposed language would comply with Section 36.19 in S.L. 2016-94. The SBCC received public comments on the above rule through 21 February 2019. After consideration of the public comments, the SBCC is proposing changes to the proposed rule to adopt 1B SBCCC 200.3 – “Establishing Multi-Campus Centers.” The changes to the proposed adoption would constitute a substantive change under 3B SBCCC 100.2(I) and 300.1. The commenter suggested clarifying language identified on page 3 of 4, lines 1-6. The information stricken through and highlighted was the deleted proposed language, and the new language is highlighted and underlined.

**The proposed adoption including the substantive change is published on the NC Community College System's website, [www.nccommunitycolleges.edu](http://www.nccommunitycolleges.edu), under "State Board Code."** For your convenience, a copy of the proposed rule, with the substantive change indicated, is attached to this memorandum. The items highlighted are the proposed changes that the SBCC approved. “Strikeouts” indicate deletion of prior suggested language and “underlines” indicate the proposed addition of language. Please post a copy of the proposed rule with the substantive change in prominent places so that all individuals affected by the proposed change will be informed.

Any member of the public has the right to submit written comments on the proposed substantive change. Please note that any person who submits a public comment on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the substantive change must be received within five (5) business days and by no later than 5:00 p.m. on Tuesday, 26 March 2019.** Written comments shall be directed to the following email address: publiccomments@nccommunitycolleges.edu or via postal mail at Q. Shanté Martin, 200 W. Jones Street, 5001 Mail Service Center, Raleigh, NC 27699-5001. Thank you for your attention to this matter.

**CC19-009  
E-mail Copy**

Attachment



1                                   **State Board of Community Colleges Code**  
2                                   **TITLE 1. COMMUNITY COLLEGES**

3  
4                                   **CHAPTER B. COLLEGE OPERATIONS**

5  
6                                   **SUBCHAPTER 200. PROGRAM ACCOUNTABILITY**

7  
8    **1B SBCCC 200.3 Establishing Multi-Campus Centers**

9    (a) Definition. A multi-campus center (“MCC”) is a convenience location in the community  
10    college service area to provide appropriate population and geographic access for  
11    community outreach, testing, faculty and staff offices, as well as literacy, continuing  
12    education, and curriculum instruction. Students may complete certificates, diplomas,  
13    and associate degrees at MCC locations. Comprehensive instructional support  
14    functions including, but not limited to libraries and student development services, are  
15    parts of the operation. An MCC must provide students the opportunity to complete at  
16    least one associate degree at the MCC.

17   (b) Purpose. The purpose of the SBCC’s policy on MCCs is to help ensure that  
18    appropriate geographic access to community college programs and services is  
19    provided to students while minimizing the unnecessary duplication and proliferation  
20    of facilities and while minimizing the negative impact on existing community college  
21    campuses and centers.

22   (c) Establishment and Maintenance. To establish and maintain an MCC designation,  
23    colleges must satisfy all of the following criteria:

24    (1) The MCC is established in a location that provides geographic access to  
25    community college programs and services in a location within the college service  
26    area that is at least ten (10) miles from the main campus or other MCC locations  
27    or the college must provide evidence that the MCC is established in a location  
28    where the main campus or other MCC locations cannot adequately provide  
29    community college programs and services. This provision only applies to MCCs  
30    established after the effective date of this rule.

- 1       (2) Colleges shall provide programs and services based on evidence of student  
2       demand and needs.
- 3       (3) Colleges shall obtain prior approval and maintain approval of the MCC from the  
4       Southern Association of Colleges and Schools Commission on Colleges  
5       (SACSCOC). Programs and services provided through MCCs shall comply with  
6       The Principles of Accreditation: Foundation for Quality Enhancement of  
7       SACSCOC.
- 8       (4) County government provides support for maintenance and operation of the MCC  
9       physical plant.
- 10      (5) The college has developed an instructional program and services plan including,  
11      but not limited to a description of programs, staffing, and instructional support  
12      functions.
- 13      (6) The SBCC determines that the MCC is unlikely to have a significant negative  
14      impact on institutions contiguous to the MCC. The college shall consult with  
15      community college institutions contiguous to the MCC, and the community  
16      college institutions that are contiguous to the MCC may provide evidence that the  
17      MCC has or is likely to have a significant negative impact on college or program  
18      specific enrollment.
- 19      (7) Students enrolled at an MCC must be able to complete at least one associate  
20      degree at the MCC.
- 21      (8) Evidence that the duplication of instructional support and other cost expenses  
22      are justifiable from cost effectiveness and quality of support services  
23      perspectives.
- 24      (9) The MCC must enroll a minimum of 300 (curriculum, occupational extension, or  
25      basic skills) budget FTE via face-to-face or hybrid instruction originating from and  
26      delivered at that MCC location. If an MCC drops below the minimum budget FTE  
27      (Level 1 MCC minimum is 300 and Level 2 MCC minimum is 1,201), the System  
28      Office will provide the college president with a written notification that this drop  
29      occurred after that year's budget allocations are approved by the State Board. If  
30      the MCC's budget FTE remains below the minimum in the subsequent fiscal  
31      year, for a Level 1 MCC, the budget allocation for that MCC will be reduced by

1 fifty percent (50%), and for a Level 2 MCC, the budget allocation will be reduced  
2 by 50% of the difference between Level 2 and Level 1 funding. [If the MCC's  
3 budget FTE continues to remain below the minimum in the third fiscal year, the  
4 budget allocation for a Level 1 MCC will be eliminated, and it will no longer be  
5 designated as a MCC, and for a Level 2 MCC, the MCC will be categorized as a  
6 Level 1 MCC.] If a Level 2 MCC's budget FTE continues to remain below the  
7 minimum in the third fiscal year, the MCC would be recategorized as a Level 1  
8 MCC and its budget allocation would be decreased to the Level 1 funding. If a  
9 Level 1 MCC's budget FTE continues to remain below the minimum in the third  
10 fiscal year, the MCC would no longer be designated as an MCC and its budget  
11 allocation will be eliminated. A college must follow the MCC approval process to  
12 re-establish an MCC in any future year.

13 (10) The physical facility or facilities for the MCC must either be owned or leased  
14 on a long-term basis by the college.

15 (d) The College of [the]The Albemarle Dare County Campus and Gaston College  
16 Kimbrell Campus and Textile Technology Center MCCs established by the General  
17 Assembly are exempted from 1B SBCCC 200.3(c)(9).

18 (e) Colleges shall comply with the following steps to obtain approval for MCC  
19 designation.

20 (1) Step 1 – Initial State Board Review and Recommendation. Community colleges  
21 seeking a MCC designation must submit their application to the State Board of  
22 Community Colleges (“State Board”) for approval by September 15th of each  
23 year. Community colleges’ applications shall include information responding to  
24 the criteria specified in 1B SBCCC 200.3(c)(1) - (c)(10).

25 (A) If a community college meets all of the criteria specified in 1B SBCCC  
26 200.3(c), then the State Board shall recommend approval of the MCC  
27 designation.

28 (B) If a community college does not meet all of the criteria specified in 1B SBCCC  
29 200.3(c)(1) – (c)(10), but provides evidence of being able to meet all of the  
30 criteria by the enactment of the budget for that fiscal year, the State Board  
31 shall recommend conditional approval. The State Board’s recommendation

1 for conditional approval shall specify the criteria in 1B SBCCC 200.3(c)(1) –  
2 (c)(10) the college must satisfy to receive final State Board approval that is  
3 contingent upon the General Assembly appropriating funds.

4 (2) Step 2 - Appropriation of Funds by the General Assembly. If the State Board  
5 recommends the MCC for approval or for conditional approval, the System Office  
6 shall include the State Board’s recommendation in the budget request provided  
7 to the Office of State Budget and Management and to the General Assembly. If  
8 the General Assembly appropriates funds for the MCC, the State Board’s  
9 recommendation moves to Step 3. If the General Assembly does not appropriate  
10 funds, the college shall annually certify in writing to the System Office by  
11 September 15th that there are no changes in the MCC application, and the  
12 System Office shall resubmit the college’s MCC request as a part of the annual  
13 budget process in subsequent years, unless the college withdraws its request.

14 (3) Step 3: State Board Approval. If the General Assembly appropriates recurring  
15 funds to support the MCC consistent with the existing funding formula and if the  
16 college satisfies any conditions specified by the State Board by the enactment of  
17 the budget for that fiscal year, the State Board shall approve the MCC  
18 designation. If the State Board approves the MCC designation, the State Board  
19 shall allocate recurring funds to the college for the newly approved MCC.

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21 History Note: Authority G.S. 115D-5;

22 Eff. \_\_\_\_\_.  
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