BYLAWS OF THE BOARD OF TRUSTEES
OF
CALDWELL COMMUNITY COLLEGE AND TECHNICAL INSTITUTE

ARTICLE I. BOARD COMPOSITION AND RESPONSIBILITIES

Section One. Board Composition

A. In accordance with G.S. 115D-12, Caldwell Community College and Technical Institute shall be governed by a Board of Trustees consisting of fifteen members, who shall be selected by the following:

1. Eight trustees appointed by the General Assembly under G.S. 120-121. The General Assembly shall appoint two members annually. One member shall be appointed upon the recommendation of the Speaker of the House of Representatives and one member shall be appointed upon the recommendation of the President Pro Tempore of the Senate.

2. Four Trustees shall be elected by the Board of County Commissioners of Caldwell County. The Board of Commissioners of Caldwell County shall appoint one member annually.

3. Two Trustees shall be elected by the Board of Commissioners of Watauga County.

4. The fifteenth member is the Student Government President. By legislative action, this individual is a non-voting Board member.

B. All Trustees shall be residents of Caldwell or Watauga Counties or of counties contiguous to Caldwell or Watauga counties.

C. Either board of commissioners may delegate the election of one or more of its trustees to the Watauga or Caldwell County board of education.

D. Vacancies occurring in a seat appointed by the General Assembly shall be filled as provided in G.S. 120-122. Vacancies occurring in a seat elected by a board of county commissioners shall be filled for the remainder of the unexpired term in the manner in which regular selections are made.

E. All Trustees except the Student Government President shall serve for terms of four years. All terms shall commence on July 1 of the year.

Section Two. Responsibilities

A. The Board of Trustees shall be a body corporate with all powers usually conferred upon such bodies to enable it to acquire, hold, and transfer real and personal property, to enter into contracts, to institute and defend legal actions and suits, and to exercise such other rights and privileges as may be necessary for the management and administration of the institution and for carrying out the provisions and purposes of the institution.

B. The official title of the Board shall be The Trustees of Caldwell Community College and Technical Institute. Caldwell Community College and Technical Institute shall be the official name of the institution.

C. The Board of Trustees has the responsibility for the development and operation of Caldwell Community College and Technical Institute, within the framework of the enabling law and the standards of the State Board of Community Colleges.

Section Three. Removal of Trustees

A. The Board of Trustees may declare the office of any member of the Board of Trustees vacant if such member is not discharging the duties of his/her office as required by law or lawful regulation or is guilty of immoral or disreputable conduct. The unexcused absence from three consecutive Board meetings or failure to participate in required orientation and education sessions may also be construed as not discharging the duties of a Trustee.

In all cases, the Board of Trustees will provide notice to the offending member of his/her possible removal from the Board. Rights to due process are guaranteed in that offending members will be provided a hearing with the Board of Trustees prior to an official action by the Board to remove the Trustee from membership. Action to declare the office vacant of an offending board member requires two-third's vote of the remaining Trustees.

ARTICLE II. OFFICERS AND THEIR DUTIES

Section One. Election and Term of Office

A. Officers of the Board of Trustees shall consist of a Chairman, a Vice-Chairman, a Secretary, and a Treasurer.

B. The Chairman, Vice-Chairman, Secretary, and Treasurer shall be elected by the Trustees from its membership.

C. The Chairman, Vice-Chairman, Secretary, and Treasurer shall be elected for a period of one year and shall be eligible for re-election by the Board. Election of officers shall be held at the first meeting after July l of each year.

D. The President of the college shall be the executive officer of the Board, and he/she shall serve on appointment by and at the pleasure of the Board.

Section Two. The Chairman of the Board of Trustees

The Chairman shall appoint the members of the committees and serve as ex-officio voting member of all committees of the Board, execute all contracts and other documents on authority by and in the name of the Board, preside at all meetings of the Board, call special or emergency meetings of the Board, and discharge all other functions delegated to him/her by the Board.

Section Three. The Vice-Chairman of the Board of Trustees

The Vice-Chairman of the Board shall preside in the absence of the Chairman, shall perform all duties of the Chairman with full authority during the absence or disability of the Chairman, and shall discharge any other functions delegated to him/her by the Board.

Section Four. The Secretary of the Board of Trustees

The Secretary shall keep an accurate record of the proceedings of the Board.
The Secretary shall have custody of the corporate seal of the Board, affix it to official documents, and attest same by his/her signature. The Secretary shall have custody of all official records and documents of the Board and shall prepare or have prepared and maintained an indexed compilation of all bylaws and amendments thereto, a copy of all policies, procedures, and regulations of the Board and all amendments thereto. Under the direction of the Chairman, the Secretary shall issue or have issued notices of all meetings of the board to members and to the President of the college. A College staff member may be assigned to assist the Secretary in fulfilling these duties.

Section Five. The Treasurer of the Board of Trustees

The Treasurer shall consult with college officials on matters pertaining to budget and college finance. The Treasurer shall represent the Board on financial matters, when designated to do so, before the Caldwell County Board of Commissioners, the Watauga Board of Commissioners, and other such groups, both state and local.

Section Six. The President of the College

The President shall be qualified by training, experience, habits, and philosophy to develop and maintain a comprehensive college of high quality in accordance with state laws and regulations, board policies, and sound public educational theory and practice. As part of his/her essential functions, the President shall:

1. Act as Chief Executive Officer and oversee all operational aspects of the college consistent with the policies of the Board of Trustees.

2. Attend and participate, without vote, in all meetings of the Board of Trustees, except where his/her absence is expressly desired.

3. Develop and recommended appropriate educational and operational policies to the Board of Trustees for consideration and approval.

4. Identify and recommend educational programs that address the workforce and economic development needs of the college's service area and the region to the Board of Trustees for consideration and approval.

5. Appoint all standing and ad hoc committees organized in the college.

6. Determine budgetary requirements for the college from local and state sources; develop and administer the college's operating and capital budgets; advise the Board of Trustees and funding agencies on the financial and budgetary needs of the college; submit proposed college budgets to the Finance Committee of the Board of Trustees for review and approval prior to submitting them for approval by the full Board of Trustees and appropriate state and local fiscal agencies.

7. Establish and recommend all fees to be charged to students to the Board of Trustees for consideration and approval in accordance with the policies of the State Board of Community Colleges.

8. Exercise administrative and financial control of all college fund-raising activities; establish, in collaboration with the Board of Trustees, college fund-raising priorities; participate in fund-raising activities on behalf of the college in concert with college foundations, as appropriate.

9. Exercise administrative and financial control of the college's intercollegiate athletics program, including the academic standards of student-athletes and the activities of booster groups that are not fully independent of the institution.

10. Convene, along with the chairman of the board, the Board of Trustees in regular or special session.

11. Select and employ all college personnel, subject to any standards established by the State Board of Community Colleges, as delegated by the Board of Trustees; provide for the effective supervision of the college's instructional and administrative staff.

12. Provide executive leadership for strategic, operational, and long-range planning, program assessment and accountability, institutional effectiveness, and institutional advancement.

13. Provide executive leadership for the marketing and promotion of the college, its mission, its programs, and its services.

14. Establish and maintain positive community and stakeholder relations; represent the college favorably in the service area, region, and state.

15. Ensure that the college operates in accordance with all applicable federal and state laws and regulations.

16. Authorize all salary increases and decreases for college employees, except for the President, subject to standards established by the State Board of Community Colleges and any salary adjustments for state employees approved by the North Carolina General Assembly.

17. Discharge any other functions which the board may delegate to him/her.

ARTICLE III. POWER AND DUTIES OF THE BOARD OF TRUSTEES

Section One. Power And Duties

The Trustees of Caldwell Community College and Technical Institute are hereby vested to exercise all of the powers and duties as prescribed in Chapter 115D of the North Carolina General Statutes and as authorized by the North Carolina State Board of Community Colleges. As a body corporate, the Trustees are authorized to do all things necessary and proper to organize and operate Caldwell Community College and Technical Institute consistent with laws and State Board rules and regulations.

The Board of Trustees has the authority to:

A. Establish the basic qualifications for and appoint a President for such term and under such conditions as it may fix, subject to the approval of the State Board of Community Colleges.

B. Be informed of the employment of the personnel required for the operation of the college by the President, subject to standards established by the State Board of Community Colleges, the President and the Board of Trustees.

C. Purchase all land and right-of-ways required for the college site which shall be necessary for the proper operation of the college, when such site has been approved by the State Board of Community Colleges and, if necessary, to acquire land by condemnation in the same manner and under the same procedures as provided in North Carolina General Statutes. For the purpose of condemnation,

the determination of the Board as the amount of land to be taken and the necessity for condemnation shall be conclusive.

D. Apply the standards and requirements for admission and graduation of students and other standards established by the State Board of Community Colleges, upon recommendation of the President.

E. Receive and accept private donations, gifts, and bequests to the college and use such funds for the purpose and upon the terms which the donor may prescribe and which are consistent with state law and the regulations and standards adopted by the State Board of Community Colleges and the Board of Trustees.

F. Approve the establishment and elimination of curricula in the institution. Both the establishment and elimination of programs should be based on studies and information collected from the service area to ensure that the programs being offered are those which are most needful and feasible in light of the resources available to the institution.

G. Perform such other acts and do such other things as may be necessary or proper for the exercise of the foregoing specific powers, including the adoption and enforcement of all reasonable rules, regulations, and bylaws for the government and operation of the college under the law and for the discipline of students.

Section Two. Committees of the Board of Trustees

A. The Board may establish such standing committees and such ad hoc committees as it deems necessary to secure and protect the college's welfare. The Chairman shall appoint the members of all committees except the Executive Committee of the Board. The authority delegated to Board committees shall be specified at the time of appointment.

B. If the Board in regular or special meeting authorizes a committee to act on a matter referred to it, the chairman of the committee shall report within a reasonable time to the Board in writing the actions taken, and the action of the committee shall be final; otherwise, committee action shall be reported as a recommendation for consideration and action by the Board at a regular or special meeting.

C. The Executive Committee of the Board of Trustees

The Executive Committee shall consist of the chairman of the Board, the vice-chairman of the Board, the secretary of the Board and the treasurer of the Board. In the event that one of the officers is not from Watauga County, the chairman of the Board shall appoint a trustee from Watauga County. The chairman of the Board of Trustees shall serve as chairman of the Executive Committee.

The Executive Committee, during the intervals between the meetings of the Board shall have and exercise all powers, privileges, and prerogatives of the Board in regular or special meetings. All of the acts of the Executive Committee made in accordance with these bylaws shall be considered by the full Board and, if approved, made a part of the Board records. During the interval between meetings of the Board, the Executive Committee shall have control and direction of all officers and committees of the Board and of the college.

The Chairman of the Executive Committee may call meetings of the committee at any time with reasonable notice. All reports, requests, and accounting prepared by the President for the Board shall be submitted to the Executive Committee unless otherwise stipulated.

At each meeting of the Board, the Executive Committee shall submit a full report of its activities since the last meeting of the Trustees, with such suggestions and recommendations as it shall deem expedient for the best interests of the college. The Executive Committee may at any time request the counsel of the member of the Board before making a decision even if the committee is authorized to act.

D. The Buildings and Grounds Committee of the Board of Trustees

The Buildings and Grounds Committee's primary responsibilities rest in the broad areas of long-range planning, buildings and grounds. The committee studies major activities, concerns, or developments in these broad categories and makes recommendations as necessary to the full board. Specific tasks of this committee include:

- Review formative and summative long-range plans of the institution and facilitate input by the full board into the long-range planning process.

- Work closely with the Caldwell Community College and Technical Institute Foundation to facilitate their efforts on the college's behalf and to maintain the working relationship between the Foundation and the Board of Trustees as specified in the Foundation By-Laws.

- Review facility needs of the institution and make recommendations to the full board concerning employment of architects, development of or modification to master site plans, new building projects, and major modifications to the existing physical plant.

E. Curriculum Committee of the Board of Trustees

The Curriculum Committee studies and reviews major policy considerations necessary for the provision of a broad range of curriculum and continuing education programs. Specific tasks of the committee include the following:

- Study the establishment or elimination of curricula in the institution and make recommendations to the full board;

- Review program evaluations as conducted by college staff;

- On request from the college president, study major curriculum modifications or new opportunities for serving service area citizens through existing programs.

F. Finance Committee of the Board of Trustees

The Finance Committee is primarily responsible for staying abreast of the college's overall financial matters that require board attention. Specific tasks of the committee include:

- Review proposed state and local budget prior to submission to and during consideration by state and/or local officials and recommend appropriate actions to the full board regarding those budget proposals.

- Review periodic budget reports prepared by the college and make recommendations to the full board.

- Develop plans to finance facilities needs of the institution that will be acceptable to the board, the county commissioners, and the voters of Caldwell and Watauga Counties.

- Identify potential sources of funds from federal, state, local or private sectors and assist the college administration in securing such funds when help is needed. (This responsibility may be done in conjunction with the Foundation or may be independent of the Foundation's activities.)

G. Policy and Legislative Committee of the Board of Trustees

The Policy and Legislative Committee is primarily responsible for staying abreast of matters of institutional policy and legislative concerns that require board attention. Specific tasks of the committee include:

- Study general statutes, state policies, and proposed actions of agencies, groups, or political bodies that affect the college's operation and development and make recommendations to the full board.

- Work with the president to clarify distinctions between the board policy-making responsibility of the board and the administrative responsibilities and prerogatives vested with the college in implementing policies of the board.

- Periodically review current and proposed policies and make appropriate recommendations for action to the full board.

H. Athletics Committee of the Board of Trustees

The Athletics Committee's primary responsibility is to stay abreast of the current athletic opportunities offered by the college. Specific tasks of the committee include the following:

- Study the establishment or elimination of sports teams and make recommendations to the full board.
- Consider facility needs associated with athletic offerings. Work with Building and Grounds Committee to ensure facilities are adequate for athletic program. Make recommendations to the full board when appropriate.
- Identify potential sources of non-state funds to assist with athletic program operations.
- Periodically review current and proposed policies regarding athletics and make recommendations to the full board.

Section Three. Guidelines for the Naming of Campus Facilities

A. The College and the Foundation continually seek private funds to enhance the College's ability to meet the higher education needs of the community. To that end, the College should provide appropriate recognition to donors with regard to philanthropic or honorary naming recognition. Naming recognition may take many forms; however, this policy is intended to establish guidelines when naming programs, buildings, facilities and other campus areas for donors or for individual recognition.

B. Potential nominations for naming buildings, parts of buildings, facilities, programs, etc. will be made to the President or Board Chair. Nominations must be accompanied by a brief written explanation regarding the nomination. Any individual may nominate any person, regardless of whether the person has provided a financial gift to the college, who is in good standing in the community and has demonstrated an exceptional and distinguished service record to the college and/or to the college's mission.

C. Upon receipt of the nomination, the President or Board Chair will provide the Executive Committee of the Board with the name of the nominee and a copy of the written explanation.

D. The Executive Committee shall use whatever means it deems appropriate to determine whether the proposed action is in the College's best long-term interest and whether the contribution of the individual(s) or organization is of such significance to warrant this action. As a guide, the Committee should consider the following:

1. Naming a building, parts of buildings, facilities, programs, etc. solely on a financial contribution shall be reviewed, and approved or rejected, by the Board on an individual basis.

2. For naming rights based on non-financial contributions, individuals whose names are nominated for recognition should have an outstanding reputation and be in good standing in the community and have demonstrated an exceptional and distinguished service record to the College and/or the College's mission.

3. Regardless of financial or non-financial contributions, College buildings, parts of buildings, facilities, programs, etc. will only be named for companies, organizations or individuals that reflect favorably upon the College and whose gift or previous service record will or has advanced the College and its mission.

E. The Executive Committee will make its recommendation to the full Board at a regular meeting in closed session. The Board of Trustees will publicly announce naming recognitions at the appropriate time and place as determined by the Board. The Board of Trustees shall have final authority of all naming decisions for college facilities, spaces, and properties.

F. Additional requirements:

1. For naming rights based on financial contributions, the Board may enter into gift agreements that allow for the naming of a facility to occur prior to the full receipt of a gift. If the donor fails to fulfill the terms of the gift agreement, and after appropriate notice from the College, the Board may remove the name from the facility. Under such circumstances, the college shall not be obligated to return any funds previously received for the naming opportunity.

2. Naming rights shall be for the life of the facility, program or area so long as such is used for the same purpose as when the gift was made. Planned demolition or significant renovation shall terminate the naming recognition unless otherwise designated by the Board. Under such circumstances, the college shall not be obligated to return any funds previously received for the naming opportunity.

3. Should the company, organization or individual(s) making a naming gift come into ethical, moral or legal disrepute in the College or community at large, the College reserves the right to discontinue the use of that name in association with the College. Under such circumstances, the college shall not be obligated to return any funds previously received for the naming opportunity.

4. The College will make arrangements for a commemorative plaque and/or dedication ceremony as appropriate.

ARTICLE IV. MEETINGS

Section One. Regular Meetings

The regular meetings of the Board shall be held in the board room of Caldwell Community College and Technical Institute or other location determined by the Chairman. The schedule of regular meetings of the Board shall be approved by the Board on an annual basis. While the Board may, from time to time, cancel an upcoming meeting of the Board due to holiday schedules, light agendas, and other reasons, the Board shall meet at least six times per year.

Section Two. Special Meetings

The time, place, and purpose or purposes of special meetings may be fixed by the Chairman or by the President. The business to be transacted at any special meeting of the Board shall be confined to such matters as have been specified in the agenda noticed to members and officers of the Board.

Section Three. Notices of Meetings

Members and officers of the Board and the President shall be notified in writing by the Secretary or a person designated by the Secretary of the time and place of all meetings and purpose or purposes of special meetings at least 48 hours in advance of meetings; however, the Chairman shall have authority to call meetings without such notice for what he/she deems to be an emergency meeting. Notices of all Board meetings shall be in compliance with the North Carolina Open Meetings Law.

Section Four. Quorum

Eight voting members of the Board of Trustees in actual attendance at meetings shall constitute a quorum for the transaction of business. However, no business shall be transacted without an affirmative vote of at least seven members of the Board on the following matters:

(a) determination of policy
(b) making rules and regulations
(c) election of a President
(d) the establishment of or elimination of curricula or services of the college

Section Five. Agenda

The President of the College shall provide the Chairman with a list of those items to be presented to the Board with his/her recommendations, and where appropriate, with fifteen copies of any document to be presented as information or action by the Board. The Chairman shall receive agenda items from the President, Board members, and from all other sources at least one week prior to the meeting for which they were prepared.

In emergencies, the Chairman, upon request of the President or members of the Board, may add items to the regular meeting agenda regardless of the date he/she receives such items.

Section Six. Consent Agenda

Consent agenda items will be determined by the Chairman. During the meeting, any Board member may request that an item be removed from the consent agenda and moved to new or other business.

Section Seven. Order of Business

The regular order of business at meetings of the Board shall be:

1. Invocation
2. Ethics Statement
3. Employee Introductions
4. Consent Agenda
5. Committee Reports
6. Report from SGA
7. Staff Reports
8. President's Comments
9. Chairman's Comments
10. Unfinished business
11. New business
12. Closed session (as allowed by law)

Section Eight. Parliamentary Rules

Robert's Rules of Order shall be followed in conducing meetings of the Board (unless otherwise provided by the Board).

Section Nine. Amendment of Bylaws

These Bylaws may be amended after furnishing 48 hours written notice of the purposed amendment to the board members and upon an affirmative vote of two-thirds of board members.

ARTICLE V. CALDWELL COMMUNITY COLLEGE AND TECHNICAL INSTITUTE

Institutional Mission

Mission

The mission of Caldwell Community College and Technical Institute is to

- **provide** accessible, quality instruction to enhance student learning;
- **support** economic development through comprehensive resources to business, industry, and agencies; and
- **offer** diverse services and opportunities which improve the quality of life.

Core Values

- Teaching & Learning
- Student & Stakeholder Success
- Academic Excellence
- Innovation
- Integrity
- Communication
- Community
- Culture

Institutional Vision

CCC&TI will be a leader in student success, a gateway to opportunity, and a premier provider of transformative education that empowers individuals and uplifts our community.

Section One. Administration of the College

a. The President shall have full authority and responsibility for the operation of the college under the policies and rules and regulations of the Board and of the State Board. The President shall be elected by the Board of Trustees and shall hold office at the pleasure of the Board.

b. The Board of Trustees shall at all times exercise its control of the college through the President.

c. The President shall employ all professional, administrative and instructional personnel subject to standards established by the State Board of Community Colleges.

d. The President shall exercise the initiative in shaping and maintaining the educational policies of and the character of the college, and he/she shall recommend changes to be made in the programs and services to be provided.

e. The President shall recommend to the Board the items to be included in the current expense and capital outlay budget.

f. The President shall make a report to the full Board of Trustees as needed on the development and operation of the college.

Section Two. College Personnel

It shall be the purpose of the Board of Trustees of Caldwell Community College and Technical Institute at all times to ensure that all employees of all classifications in the college shall be of such character, habits, philosophy, and competence that their influence upon the students, upon each other, and upon the various publics of the institute is wholesome and constructive.

Section Three. Academic Freedom and Responsibility

Caldwell Community College and Technical Institute is dedicated to the exchange of knowledge, to the development of skills, to confidence and understandings, and to the nurture of those personal and intellectual habits and attitude which are peculiar to responsible individuals in a free, open and democratic society. The Board of Trustees, therefore, shall ensure and protect academic freedom in the college. The board shall also require the exercise of responsible judgment on the part of personnel of the college as they exercise academic freedom in accomplishing the objectives of the college.

Section Four. Conflict of Interest

Board members shall make every effort to avoid conflicts of interest or even the appearance of a conflict of interest. A conflict of interest or appearance of conflict exists when a reasonable person may conclude from the circumstances that a trustee's ability to protect the public interest, or perform public duties, is compromised by familial, personal, or financial interests. An appearance of conflict may exist even in the absence of a true conflict of interest. In accordance with N.C.G.S. §§ 14-234, 133-32 and Chapter 138A, the Board of Trustees shall adhere to the following rules:

a. Contracts with the College

Board members shall not do any of the following:

1. Obtain a direct benefit from a contract that he/she is involved in making or administering on the college's behalf unless a legal exception applies;
2. Influence or attempt to influence anyone who is involved in making or administering a contract on the college's behalf; or
3. Solicit or receive any gift, favor, reward, service or promise of reward, including a promise of future employment, in exchange for recommending, influencing or attempting to influence the award of a contract by the college.

A Board member is involved in administering a contract if he/she oversees the performance of the contract or has authority to interpret or make decisions

regarding the contract. A Board member is involved in making a contract if he/she participates in the development of specifications or terms of the contract or participates in the preparation or award of the contract.

b. Receipt of Gifts

Unless a legal exception otherwise applies, no Board member may accept gifts from any person or group desiring to do or doing business with the college unless such gifts are instructional products or advertising items of nominal value that are widely distributed.

c. N.C. State Ethics Act

Pursuant to N.C.G.S. § 138A-3(30)(k), all voting Board members, the President, and the Vice President, Finance and Administration ("Covered Persons") are subject to the N.C. State Ethics Act. Covered Persons shall complete and file a public disclosure of economic interests as required under the Act, adhere to the ethics standard required under the Act and shall complete all required mandatory ethics education and training.

d. Contracts with Non-Profits

A Board member who is also a director, officer, or governing board member of a nonprofit organization will not (1) knowingly vote on, participate in deliberations on, or administer any contract with that nonprofit; (2) influence or attempt to influence the deliberation or vote of others on any such contract; or (3) solicit or receive any gift, reward, or other benefit in exchange for recommending, influencing, or attempting to influence the award of such contract in violation of G.S. 14-234.3. A Board member must notify the Chair of any potential conflict under this section and, if the Board votes on the matter, a Board member with a conflict under this section may not participate in the debate or vote on the matter. Once the Board member's recusal is recorded in the minutes of the Board, the Board may approve the contract.

Any contract entered into in violation of this section is void.

e. Addressing Conflicts of Interest

If in any circumstance a trustee determines that they may have a conflict of interest or the appearance of a conflict of interest as defined in this section, the trustee will make the circumstance known to the board committee involved with the matter in question and/or to the full board and immediately recuse themself from any deliberations, decisions, actions, and votes associated with the matter in question.

If a trustee is uncertain whether a circumstance presents a potential conflict of interest or an appearance of conflict of interest, the trustee shall disclose the circumstance to the Chairman of the Board of Trustees and seek appropriate guidance. The Chairman, in consultation with legal counsel if necessary, shall then determine the extent to which, if any, the trustee will be permitted to participate in any proceeding concerning the circumstance in question. The Chairman may, at their discretion, refer the question to the full board for a vote. If the trustee in question is the Chairman, then the Vice Chairman of the Board of Trustees or another officer of the Executive Committee shall make the determination whether the circumstance presents a potential conflict of interest or an appearance of conflict of interest.

Any applicable State Board administrative regulations and rules and any applicable North Carolina state law will take precedence over this Policy.

Legal Reference: N.C.G.S. §§ 14-234, 115D-26, 133-32 and Chapter 138A

ARTICLE VI. POLICIES, RULES, AND REGULATIONS

Section One. General Provisions

By an affirmative vote of a majority of the members of the Board, the Board may make or amend policies, rules, and regulations as may be authorized by the law and as may be required in its judgment for the effective discharge of its responsibilities and for the effective operation of the college. Policies, rules, and regulations of the Board generally will be made under one of the following headings:

1. Rules of Organizations
2. The Community College System
3. Organization and Operation
4. Budgeting, Accounting Fiscal Management
5. Educational Programs

Section Two. Notification and Publication

The Secretary of the Board of Trustees shall be responsible for providing each member of the Board and the President a copy of all current Board bylaws, policies, rules, and regulations.

***Amended and approved by the Full Board of Trustees on October 16, 2025**