

Agenda & Session Descriptions

Pinehurst Resort -- Pinehurst

March 9-11, 2020

MONDAY, March 9, 2020

8:30am-9:30am

Meet with Executive Committee - Centennial Boardroom

Kathi Riffe - Executive board meeting.

11:00am-5:00pm

Registration - Grand Ballroom Foyer

Be sure to register!

1:00pm-1:50pm

Welcome - Carolina Hall & Terrace

Kathi Riffe - Welcome to the conference by this year's President, Kathi Riffe and by Sandhills Community College - our fabulous host college! We will be doing a giveaway right at 1:00 from the attendees that registered prior to the opening session so be sure to attend!

2:00pm-2:50pm

NC Community College Enrollment and FTE Dashboards - Carolina Hall & Terrace

Bill Schneider, Ashley Sieman, Elizabeth Stoddard - Join the team from Research and Performance Management as they showcase the System Office's new interactive dashboards and reporting tools. In this session, participants will learn how to use the tools to explore enrollment and FTE trends over time and evaluate differences by instructional area, instructional method, tier, location, and course. Participants will also learn how to use the new dashboards to create custom reports and presentations and extract custom datasets for additional analysis.

2:50pm-3:10pm

Break: Meet with Vendors - Cardinal Ballroom

Visit our vendors!

3:10pm-4:00pm

GASB update - Olmsted

Jason Forlines & Judy King - Two new GASB statements take effect this fiscal year and two more take effect next year. In this session, Jason will cover what you need to know about these new statements and introduce the System Office's new Director of Systems Accounting & Special Projects, Judy King.

Financial Aid For AR/CR - Oakley

Debbie Batten - Reconciling Financial Aid Awards to the General Ledger Do you know if G5 and FATP agree after posting awards? Come to this session to learn how you and FA should work together to resolve any discrepancies. This is just one of the sessions you will learn by attending the Financial Aid and Business Office Course taught through CCFI.

Safe Zone Training - Callaway

Jac Campbell - There is a pressure to already know how to be LGBTQ+ inclusive. And while many of us want to be we don't necessarily feel comfortable with the language, with our own level of understanding, and don't know where to go to learn more. Safe Zone trainings are safe places where people can go to learn more about gender/sexuality and deepen their understanding of LGBTQ+ identity and issues.

Design Build - Delivery Method (Pros/Cons) - Ross

Wade Quinn - Wayne CC staff/Architect/Contractor - will lead a panel discussion sharing their experience using the Design Build delivery method, from project conception to final project close-out. Projects: Advance Manufacturing Center/Automotive and Collision repair.

ACCBO 101 - North

Lisa Lankford - Interested in becoming involved with planning great conferences? Stop by to find out what opportunities are available.

Peer Networking - Carolina Hall & Terrace

TBA - Meet with your peers to discuss topics not on the agenda or to carry on conversations that might have started in a session!

4:10pm-5:00pm

DPI to DOI - What's this transition all about? - Olmsted

Bryan Heckle - This presentation will provide you with a background of the property insurance program that is currently in place for Community Colleges and what will be changing as it transitions to the North Carolina Department of Insurance. You will also learn about the other types of coverage that you may not be aware of that the Risk Management Division can place for you to protect the assets of your school.

Implementing Credit Card Refunding - Oakley

Tracey Davis - Are you refunding credit card payments with a check? If so, are you aware that you may be in violation of your credit card agreements? Come and learn how easy it is to implement credit card refunding and get your institution in compliance!

HR/Payroll Roundtable - Callaway

Josh Brown - This roundtable session will be facilitated by Josh Brown, Director of Financial Services at Randolph Community College, and Pam Stutts, Business Systems Analyst for HR/Payroll with the System Office. There will be pre-arranged topics to discuss, but also a time for open discussion where questions/concerns can be voiced and discussed among colleagues.

Equipment & Purchasing (Presentation & Discussion) - Ross

Matt Williams - A presentation and discussion on fixed assets and contract terms. Topics covered are capitalized and non-capitalized purchases related to renovation and other construction projects and financial statement preparation; general terms and conditions for purchasing and contracts such as including the terms of situs, indemnification, and limitation of liability.

Understanding the Great Divide - North

William Brothers & Daffie Garris - Overview: This presentation examines the instruction function of Community College. Attendees will gain an appreciation of the faculty workload, responsibilities, as well as requirements for SACSCOC compliance. Target Audience: Individuals considering teaching (either adjunct for full-time), people wishing to learn more about instructional processes and methods, and people who have a general interest. Instructors: William Brothers is the Vice President for Financial and Administrative Services at Southwestern Community College. Daffie Garris is the Vice President for Administrative Services at Randolph Community College. Both are former faculty members who have transitioned into administration.

Peer Networking - Carolina Hall & Terrace

TBA - Meet with your peers to discuss topics not on the agenda or to carry on conversations that might have started in a session!

5:30pm-7:30pm

Vendor reception - D. Ross Grill & Veranda

Come and mingle with attendees and our vendors and have hors d'oeuvres and drinks! We will also have (drum roll please...) GLOW IN THE DARK GOLF back by request!

TUESDAY, March 10, 2020

7:30am-8:30am

Breakfast - Carolina Hall & Terrace

Please join us for breakfast and socialize with your peers.

8:00am-9:30am

General Session and Business Meeting - Carolina Hall & Terrace

Kathi Riffe - We will have our general session and hear from Elizabeth Grovenstein and Jim Parker from the NCCCS Office. Additionally, we will have our business meeting.

8:00am-12:00pm

Registration - Grand Ballroom Foyer

Be sure to check in with the registration desk.

9:30am-10:00am

Break - Cardinal Ballroom

Visit our vendors!

10:00am-10:50am

NC Office of the State Auditor 2020 Update - Olmsted

Jordan Chippewa & Mindy Sanders - Presentation will include a discussion of upcoming changes in accounting and reporting standards, recent audit findings and issues, student financial aid compliance, and other related matters applicable to the NC Community College System.

Billing in the World of Colleague - Oakley

Sherri Morris - Billing in the World of Colleague: Learn what drives and affects student billing for both curriculum and continuing education

Worker's Comp Update (Double Session) - Callaway

Cathy Pope - Cathy Pope and Tammi Ziccardi, from the Office of State Human Resources, will give a brief overview of the workers compensation process, and the new workers comp vendor CCSMI, as well as how to process claims in the new system ICE.

IT Procurement Best Practices - Ross

Patti Bowers - Patti Bowers, DIT Chief Procurement Officer, will share her insight into best practices for IT Procurement. Come learn from one of the best procurement officers in N.C.

Oreos, Netflix & the Disruptive Innovation on Campus - North

Eric Rowles - What do Oreos, Netflix, and our institutions all have in common? We each have the potential to transform our work and industry by veering from our traditional approaches and sparking an innovative change in how we operate. In this hands on, example-filled presentation, we'll explore how "disruptive innovation" can be applied to our campus efforts while still remaining true to the structure and integrity of our organizational

mission. Get ready to dream, brainstorm, and walk away with a multi-tiered design of change... and maybe even a cookie or two:-)

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11:00am-11:50am

Cyber Security - State of Information Security in the System - Olmsted

Stephen Reeves - This session will cover efforts to address cyber security in the last six months and growing a system-wide Information Security Program. It will also cover some possible best practices and first steps in engaging with IT teams on improving current security postures. There will be time for Q&A at the end.

Payment Systems Panel - Oakley

Melissa Valko, Jennifer Luffman, Sherri Morris, Brian Stevenson - Payment Systems. Large schools and small schools, we all use them. Which is best or best for you? TouchNet, PayPal, Official Payments, CyberSource, the list goes on. Our diverse panel of payment systems users will cover topics like PCI compliance, campus integration, live projects, bookstores, and many more. Bring your questions and come to learn about the various systems and the pros and cons of each.

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Compliance Review 101 (Round table discussion) - Ross

Wade Quinn & Amy Samperton - What warrants a compliance review? What is currently being reviewed? And other topic matters as time allows.

BUT THESE ARE MY WORK FLIP FLOPS: Building Our Workplace Etiquette & Professionalism! - North

Eric Rowles - There's a fine line between casual and awkward, between appropriate and inappropriate, and between personal and professional. In this fast paced, example-filled workshop, we'll explore some of the "grey areas" in the workplace - from phone etiquette to punctuality to attire. Get ready to laugh, learn, and put our imagination and best case/worse case experience to use. Follow the music and laughter - this will be the session they talk about all conference long!

112 Report Walk-in - Carolina Hall & Terrace

Tangi Crotts - This session is available for walk-in questions and discussions about the monthly 112 reporting. Feel free to bring specific report questions or just discuss general topics with the State Aid team.

11:50am-2:00pm

Lunch on your own - on your own

A listing of nearby eateries is accessible from the ACCBO conference app! Just click on Top Places!

2:00pm-2:50pm

So You Think You Can Balance? - Olmsted

Tangi Crotts - "This isn't your Mama's 112 session!" We have thrown out the PowerPoint! Join the whole State Aid Team for an exciting hands on learning experience working collaboratively to resolve the top four issues/problems found in balancing 112 reports.

NCCC AR Department Overview and Best Practices - Oakley

Jennifer Luffman & Holly Martin - In this session, we will discuss the structure and duties of the AR department. Open discussion will be available for colleges to share how their AR departments are structured and what duties staff members are responsible for completing on a month basis. We will also share and develop a list of best practices to make day to day and monthly operations flow better.

Conflict Resolution - Callaway

Alexa Bazley - Conflict may occur in any relationship or environment – with family, friends, or co-workers. Being able to resolve conflict effectively and quickly is a challenging but necessary skill for any employee. This session will review common causes of conflict in the workplace, consequences of not addressing the conflict, and how to engage in healthy confrontation without escalating to conflict. Participants will role play using conflict resolution techniques.

NC eProcurement Upgrade - Go Live is May 2020! Part I - Ross

Jeff Singer & Amanda Meyer - NC eProcurement staff will present the new eProcurement environment resulting from the Ariba upgrade. The go live across the state for all entities is May 2020. Come learn about the new functionality so you may develop a training plan for your college. This is a two-part session with different material presented in each.

Oreos, Netflix & the Disruptive Innovation on Campus - North

Eric Rowles - What do Oreos, Netflix, and our institutions all have in common? We each have the potential to transform our work and industry by veering from our traditional approaches and sparking an innovative change in how we operate. In this hands on, example-filled presentation, we'll explore how "disruptive innovation" can be applied to our campus efforts while still remaining true to the structure and integrity of our organizational mission. Get ready to dream, brainstorm, and walk away with a multi-tiered design of change... and maybe even a cookie or two:-)

Legislative Update and 2020 Budget Request - Carolina Hall & Terrace

Mary Shuping - This session will provide some insight into the upcoming 2020 "short session" and provide detailed information on the System's budget request.

2:50pm-3:10pm

Break - Cardinal Ballroom

Visit our vendors!

3:10pm-4:00pm

Oops - I did it again! Changing the Culture of Preparedness - Olmsted

Kristin Dotson & Wesley Reid - Have you gone another year without updating your business continuity or emergency plans? Don't even know how to start creating one? This session will focus on the challenges and pitfalls of maintaining a business continuity program, provide an overview of the software solution Guilford TCC is implementing to streamline our efforts, and discuss some of the lessons learned as Guilford TCC works through this process.

AR/CR All-Stars Roundtable - Ask The Experts! - Oakley

Lisa Lankford - Beard McAulay, Holly Martin, & Jason Forlines all in one room! These three experts will be present for our roundtable session to answer your questions and enhance our discussion. Colleague, best practices, social security numbers, 1098-T's, system assistance and much more. We don't get this opportunity every year so come to learn and ask away!

Performance Improvement Plans: Best Practices - Callaway

Alexa Bazley - One of the most challenging parts of performance management is having difficult conversations with employees when their performance needs improvement. The supervisor, employee, and HR team are all set up for success when a College has an effective Performance Improvement Plan (PIP) process which fits the workplace culture. This session includes best practices as well as steps in researching and developing a PIP process and form tailored to your College's culture.

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4:10pm-5:00pm

Business & Finance Roundtable - Olmsted

Kathi Riffe & Jason Forlines - Bring your questions or bright ideas to this session. We'll all learn together!

Tips and Tricks for Colleague and with your Colleagues - Oakley

Matt Rose - This dual subject, interactive session will cover two important areas. First, we'll explore the shortcuts, key commands, workarounds & Informer reports we use to make our work in Colleague more efficient. Then we'll discuss the strategies and techniques we use to make our working relationships with other departments more congenial and cooperative as we try to balance our mission to facilitate student success and our responsibilities to compliance and financial stewardship.

Stress Management for HR Professionals - Callaway

Trinity Faucett - Human Resources professionals are often the "stress absorbers" for our organizations. For this reason, many HR professionals find themselves burned out. This workshop will focus on stress management tips to cope and transform stress into power. We all have an innate ability to deal with stress. Actually, this ability to deal with stress also helps us to learn and grow from stress and even transform stress into something that helps us prosper and thrive. Objectives: • Review both effective and ineffective coping strategies • Identify early and later warning signs of poor coping and ways to address or get help • Offers tools for making stress a personal ally • Explains how resilience and thriving work across 6 dimensions of wellness (physical, emotional, spiritual, occupational, social, and intellectual) This workshop for HR professionals will be adapted from "Resilience and Thriving: The Secret Power of Stress" for which I am certified to facilitate by OWLS and NWL.

Purchasing/Equipment/Capital Roundtable - Ross

Amy Samperton, Dorrine Fokes, Cindy Patterson - Proposed topics include: Colleges share ideas for encouraging vendors to register for eVP. Clarification as to whether colleges must go through DIT. Best practices for handling Cooperative purchases. Balancing grant equipment purchases to fixed assets using Clarity by Fund Five and Colleague. Revisions in the Administrative Code for P&C purchasing rules/procedures. Opportunity for new employees to ask questions of seasoned employees and share processes. Construction versus procurement rules. Informal quote processes.

5:30pm-6:30pm

Social -- Happy Hour - Carolina Hall & Terrace

After a long day of informative sessions, this will be a great way to unwind with old friends and meet new ones.

6:30pm-11:00pm

Banquet and Entertainment - Carolina Hall & Terrace

Not all superheroes wear capes, but feel free to bring yours! Come join us for dinner and dancing to your favorite 80's tunes as we welcome back Love Tribe. Prizes will be awarded for best dressed participants.

WEDNESDAY, March 11, 2020

7:30am-8:30am

Breakfast - Carolina Hall & Terrace

Please join us for breakfast and socialize with your peers.

8:30am-11:00am

Active Survival Training - Environmental Health & Safety Institute (EHSI) at Blue Ridge CC - Carolina Hall & Terrace

Allen McCullough & Sergeant Chris Kopp - Active Survival is designed to provide and empower individuals with option-based survival skills to stay alive until law enforcement arrives, and ultimately survive any violent incident. These are skills that translate to a workplace, school, place of worship, healthcare, shopping mall or any other location in which an active threat can be a danger. Topics we discuss include: Lessons Learned from Prior Events, Evolution of Law Enforcement Response, Warning Signs, Human Response to Stress, ABC'S Active Threat Response Plan (Avoid, Barricade, Counter, Survive), Bleeding Control and How to React When Law Enforcement Arrives. Active Survival is compliant with NFPA 3000.

11:00am-12:00pm

Closing Session and Giveaways - Carolina Hall & Terrace

Kathi Riffe - Let's face it...you are here to win things! So, good luck!