

AGENDA

**CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPRING BUSINESS MEETING – APRIL 21, 2015
WARD BOARDROOM, BROCK BUILDING, NEW BERN CAMPUS**

- I. Call to Order *Kevin Roberts, Chair*

- II. Roll Call *Catherine Chew, Secretary*
 - A. Agenda Review/Conflict of Interest Declaration *Kevin Roberts, Chair*
 - B. Public Comment

- III. Consent Agenda (*motion*) *Kevin Roberts, Chair*
 - A. Approval of Board of Trustees Meeting Minutes (January 23, 2015)
 - B. Approval of Special Called Board of Trustees Meeting Minutes (April 8, 2015)
 - C. Approval of Committee Meeting Minutes
 - a. NOTE - Personnel Committee Meeting Canceled (March 9, 2015)
 - b. Facilities Committee (March 16, 2015)
 - c. Academic and Student Affairs Committee (March 16, 2015)

- IV. Finance Committee Meeting Minutes (March 9, 2015) *Kevin Roberts, Chair*
 - A. Student Fee Schedule (*motion*) *Page Varnell, Vice President*
 - B. Craven County Budget Proposal (*info*)
 - C. Financial Audit Results for YE June 30, 2014 (*info*)

- V. New Program – Associate in Engineering (*motion*) *Catherine Chew, President*

- VI. Naming Recommendation for Student Success Center (*motion*) *Catherine Chew, President*

- VII. Reports
 - A. Chair *Kevin Roberts, Chair*
 - a. Update on Presidential Search and Schedule
 - b. BOT Self-Evaluations and Evaluation of President
 - c. PTK Conference
 - B. President *Catherine Chew, President*
 - C. Student Trustee *Alison Grose, SGA President*
 - D. Attorney *David Ward*

- VIII. Adjournment

Strategic Plan – Many Voices One Vision: Craven 2015
Goal #1: Teaching & Learning in the 21st Century
Goal #2: Partnerships & Programs in a Diverse Community
Goal #3: Resources & Development in a Global Community

MEETING NOTICE

SPRING COMMITTEE MEETING SCHEDULE AND NOTICE OF THE SPRING MEETING OF THE BOARD OF TRUSTEES OF CRAVEN COMMUNITY COLLEGE

Pursuant to North Carolina General Statutes Section 143-318.12 and Craven Community College Board of Trustees Policies, NOTICE is hereby given for the following:

Committee Meetings of the Board of Trustees of Craven Community College:

- The Finance Committee will meet on:
Monday, March 9, 2015, at 4:00 p.m.; and
- The Personnel Committee will meet on:
Monday, March 9, 2015, at 5:00 p.m.; and
- The Facilities Committee will meet on:
Monday, March 16, 2015, at 4:00 p.m.; and
- The Academic & Student Affairs Committee will meet on:
Monday, March 16, 2015, at 5:00 p.m.

All Committee Meetings will take place in *the Ward Boardroom, of the Brock Administration Building, located on the New Bern Campus of Craven Community College.*

Board of Trustees Meeting:

The regular Spring meeting of the Craven Community College Board of Trustees will take place on Tuesday, April 21, 2015, at 7:00 p.m. in *the Ward Boardroom, of the Brock Administration Building, located on the New Bern Campus of Craven Community College.*

The Trustees will meet at 6:00 p.m. prior to the Spring meeting for dinner in *room 115 of the Student Center on the New Bern Campus.*

This Notice is published on March 4, 2015, pursuant to directions by the Chair of the Board of Trustees.

Date posted: March 4, 2015

Place posted: Ward Boardroom door, Brock Administration Building

BOARD OF TRUSTEES

ROLL CALL

April 21, 2015

Mr. Gary Baldree

Judge Ken Crow

Mrs. Jennifer Dacey

Mr. Ronald Knight

Ms. Rosanne Leahy

Ms. Carol Mattocks

Ms. Allison Morris

Mr. Kevin Roberts

Mr. Bill Taylor

Mayor Chuck Tyson

Ms. Earline Sills Williams

Ms. Brenda Wilson

Mrs. Alison Grose (ex officio)

Mr. Jon Segal (ex officio)

Agenda Review/Conflict of Interest Declarations

Each member of this board of trustees is reminded of their obligations and duties under the State Government Ethics Act. Trustees must continually monitor, evaluate, and manage their personal, financial, and professional affairs to ensure the absence of conflicts of interest or even appearance of conflicts of interest. Does any member of this board know of an actual conflict of interest which exists with regard to any matter coming before this board?

CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF WINTER MEETING
JANUARY 23, 2015

The Craven Community College Board of Trustees held its winter meeting on Friday, January 23, 2015 at Carolina Colours Pavilion in New Bern with Board Chairman Kevin Roberts presiding. The business meeting was called to order at 1:00 pm.

Roll Call

Dr. Catherine Chew called the roll.

Members present were: Mr. Gary Baldree, Judge Ken Crow, Mr. Ron Knight, Ms. Rosanne Leahy, Ms. Carol Mattocks, Ms. Allison Morris, Mr. Kevin Roberts, Mayor Chuck Tyson, Ms. Earline Sills Williams, Ms. Brenda Wilson, Mr. Bill Taylor, and Mr. Jon Segal.

Others present were: Ms. Jennifer Dacey, Trustee-Elect; Dr. Catherine Chew, President; Mr. Jamie Norment, Attorney, Ward and Smith; Dr. Daryl Minus, Executive Vice President of Learning and Student Success; Ms. Page Varnell, Vice President of Administrative Services; and Ms. Cindy Ensley, Executive Assistant to the President and Board of Trustees. Chairman Roberts declared a quorum present for the meeting.

Agenda Review/Conflict of Interest Declaration

A. Chairman Roberts reviewed the agenda and read the conflict of interest declaration. No conflicts noted by members.

B. Public Comments – None noted.

Consent Agenda

A. Approval of Board of Trustees Fall Meeting Minutes of October 21, 2014; Special Called Board of Trustees Meeting Minutes of December 1, 2014; Finance Committee Meeting Minutes of December 1, 2014; Personnel Committee Meeting Minutes of December 1, 2014; and Academic and Student Affairs Committee Meeting Minutes of December 15, 2014

Chairman Roberts called for approval of the above referenced minutes (attached). Trustee Tyson motioned to accept all and Trustee Mattocks seconded; motion passed unanimously.

Facilities Committee Meeting Minutes (December 15, 2014)

A. E-cigarette Policy

Vice President Varnell explained the need for the revision of Board Policy 8.1 - Tobacco Prohibition in regard to electronic cigarette use on campus as recommended by the Facilities Committee on December 15, 2014. A copy of the revised Board Policy, as prepared by Ward and Smith, was presented for review and approval by the entire board (attached). After discussion, Chairman Roberts asked for a motion to approve revised Board Policy 8.1 as presented. Trustee Mattocks motioned to approve; Trustee Leahy seconded and the motion passed unanimously.

B. SGA Request for Additional Designated Smoking Area

Vice President Varnell reviewed the request from the Student Government Board and the Facilities Committee's recommendation that the existing designated smoking area is sufficient. VP Varnell reminded the Board that students, staff and faculty may also smoke in their vehicles. Chairman Roberts called for a motion to accept the recommendation of the Facilities Committee to make no change to the number of designated smoking areas on campus. Trustee Knight motioned to accept; Trustee Williams seconded and the motion passed unanimously.

Resolution for Stephen Nuckolls as Foundation Emeritus

Foundation Board President Jon Segal presented the resolution (attached) from the Foundation Board of Directors to bestow the title of Foundation Emeritus on Stephen Nuckolls. Trustee Mattocks motioned to accept the resolution; Trustee Knight seconded and the motion passed unanimously.

Reports

A. Chair

a. Chairman Roberts asked for a motion to ratify the Board's approval of the Presidential Profile (attached) created by Shoemaker & Associates and approved unanimously via email in November 2014. Motion made by Trustee Tyson, seconded by Trustee Taylor and passed without opposition.

b. Chairman Roberts updated the Board on the status of the presidential search process and his recent conversation with Shoemaker & Associates.

B. President

a. NCCCS Education Program Audit Update – President Chew stated the audit for Spring Semester 2013-Spring Semester 2014 was exceptional with only one coding problem indicated which merits attention but does not warrant inclusion in the audit report.

b. Resolution to the General Assembly supporting NC Community Colleges – President Chew shared the 2015-2017 budget priorities and the non-budget legislation/special provisions affecting funding of all North Carolina community colleges (attached). The NCCCS requested that each board of trustees endorse a resolution urging the General Assembly to support NC community colleges. By motion of Trustee Knight, second by Trustee Mattocks and unanimous decision, the Board approved the resolution (attached) to be mailed to the local legislative delegation.

c. FedEx Partnership – President Chew briefed the Board on her recent visit to FedEx Custom Critical in Ohio with Associate VP Gery Boucher to further discuss the expected partnership relating to our new Workforce Development Commercial Drivers' License (CDL) Program.

C. Attorney – no report.

Adjournment

With no further business to be presented, Chairman Roberts called for the meeting to be adjourned at 1:20 pm.

Respectfully submitted:

Kevin Roberts, Chairman
April 21, 2015

Catherine Chew, Secretary
April 21, 2015

CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF SPECIAL CALLED MEETING
APRIL 8, 2015

The Craven Community College Board of Trustees held a special called meeting on Wednesday, April 8, 2015 in the Ward Boardroom of the Brock Administration Building on the campus of Craven Community College with Board Chairman Kevin Roberts presiding. The business meeting was called to order at 4:00 pm.

Roll Call

Attorney David Ward called the roll in the excused absence of Dr. Catherine Chew.

Members present were: Mr. Gary Baldree, Judge Ken Crow (at 4:20 pm), ~~Ms. Jennifer Dacey~~, Mr. Ron Knight, Ms. Rosanne Leahy, Ms. Carol Mattocks, ~~Ms. Allison Morris~~, Mr. Kevin Roberts, Mayor Chuck Tyson, ~~Ms. Earline Sills Williams~~, Ms. Brenda Wilson, and ~~Mr. William Taylor~~.

Others present were: Mr. David Ward, Attorney, Ward and Smith; Ms. Cindy Ensley, Executive Assistant to the President and Board of Trustees; and Mr. Larry Shoemaker of Shoemaker & Associates via SKYPE. Chairman Roberts declared a quorum present for the meeting.

Agenda Review/Conflict of Interest Declaration

A. Chairman Roberts reviewed the agenda and read the conflict of interest declaration. No conflicts noted by members.

B. No public comment noted.

Review of Proposed Itinerary and Schedule for Interviewing of Presidential Candidates

Chairman Roberts presented a draft of the schedule and itinerary for the interviews and campus visits (attached). Approval of the itinerary as presented, was motioned by Trustee Mattocks, seconded by Trustee Wilson and unanimously approved. Ms. Ensley will coordinate with the trustees on participation during the visits. After discussion of a few conflicts in the schedule with attendance by trustees, it was decided that moving forward was in the best interest of the process and the College. Trustee Baldree motioned to approve the schedule as presented, seconded by Trustee Knight and unanimously approved.

Closed Session

At 4:30 pm upon motion by Trustee Tyson, second by Trustee Mattocks, and unanimous approval, the Board of Trustees of Craven Community College pursuant to North Carolina General Statute 143-318.11(a)(6) entered into Closed Session to discuss personnel matters with

Craven Community College
Board of Trustees Special Called Meeting Minutes
April 8, 2015
Page Two

the request that David Ward, Cindy Ensley and Larry Shoemaker remain in the Closed Session at the pleasure of the Board.

At 5:00 pm upon motion by Trustee Knight, second by Trustee Wilson, and unanimous approval, the Closed Session ended and returned to regular session.

Chairman Roberts called for a motion to approve the recommendation from the Presidential Search Advisory Committee to invite five candidates to the College for interviews by the Board of Trustees. Trustee Wilson motioned, Trustee Mattocks seconded, and the motion was unanimously approved. Shoemaker and Associates will contact the five candidates with an invitation for interview.

Adjournment

With no further business to be presented, Chairman Roberts adjourned the meeting at 5:10 pm.

Respectfully submitted:

Kevin Roberts, Chair
April 21, 2015

David Ward, Acting Secretary
April 21, 2015

ce 4/9/15

AGENDA

PERSONNEL COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
Monday, March 9, 2015 at 5:00 P.M.

Members: *Ms. Rosanne Leahy, Chair*
 Judge Ken Crow
 Ms. Jennifer Dacey
 Mr. Ron Knight
 Ms. Allison Morris
 Mr. Kevin Roberts, Board Chair

Others: *Dr. Catherine Chew, President*
 Ms. Page Varnell, Vice President for Administrative Services
 Ms. Cindy Ensley, Recorder

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|---|-----------------------------|
| I. Call to Order | <i>Rosanne Leahy, Chair</i> |
| II. Members Present Roll Call | <i>Rosanne Leahy, Chair</i> |
| III. Quarterly Personnel Report & Openings | <i>Page Varnell</i> |
| IV. Removal of HR Policy 2.28 Tuition Exemption (<i>motion</i>) | <i>Page Varnell</i> |
| V. Student Assistance Program (<i>info</i>) | <i>Page Varnell</i> |
| VI. Adjournment | <i>Rosanne Leahy, Chair</i> |

Personnel Committee Charge

- a. Review full-time appointments, resignations and terminations
- b. Establish, review and update periodically a Code of Ethical Conduct and ensure that management has established a system to enforce this Code of Conduct for all College personnel
- c. Recommend approval of affirmative action policies
- d. Conduct performance evaluation of the President
- e. Other responsibilities as assigned by the Board Chair

AGENDA

FACILITIES COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
Monday, March 16, 2015 at 4:00 P.M.

Members: *Mr. Gary Baldree, Chair*
 Ms. Carol Mattocks
 Mr. Bill Taylor
 Mayor Chuck Tyson
 Ms. Earline Sills Williams
 Mr. Kevin Roberts, Board Chair

Others: *Dr. Catherine Chew, President*
 Ms. Page Varnell, Vice President for Administrative Services
 Ms. Cindy Ensley, Recorder

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|--|----------------------------|
| I. Call to Order | <i>Gary Baldree, Chair</i> |
| II. Members Present Roll Call | <i>Gary Baldree, Chair</i> |
| III. Facilities Projects Update | <i>Page Varnell</i> |
| A. Technology | |
| B. Security | |
| C. Safety | |
| D. Parking Lot & HVAC Assessment | |
| IV. Facilities Usage Quarterly Report (<i>info</i>) | <i>Page Varnell</i> |
| V. Update on STEM meeting with County & Special Called
Facilities Committee Meeting | <i>Catherine Chew</i> |
| VI. Adjournment | <i>Gary Baldree, Chair</i> |

Facilities Committee Charge

- a. Recommend approval for new building construction projects including all phases from concept and design to construction and occupancy
- b. Review and monitor progress on the College's Master Facilities Plan
- c. Recommend approval of policies for the use of college facilities by outside organizations
- d. Other responsibilities as assigned by the Board Chair

MINUTES

**FACILITIES COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
MARCH 16, 2015 AT 4:00 P.M.**

- I. Committee Chairman Gary Baldree called the meeting to order at 4:00 pm.
- II. Members Present: Mr. Gary Baldree, Ms. Carol Mattocks, Mr. Bill Taylor, Mayor Chuck Tyson, Ms. Earline Sills Williams, and Board Chair Kevin Roberts.
Others Present: Dr. Catherine Chew, Ms. Page Varnell, and Ms. Cindy Ensley. Chairman Baldree declared a quorum present for the meeting.
- III. Facilities Project Update
Ms. Varnell reported on several current and completed projects for technology, security and safety. The college is currently working with local law enforcement and emergency agencies to complete an Incident Action Plan detailing how the college will respond to an active shooter on campus.

A five-year maintenance plan to address the deteriorating condition of the parking lot and roadway pavement around campus was presented by Ms. Varnell. She also shared a draft of the revised capital requests (attached) for 2015-20 indicating that two of the projects for 2015 are still to be completed this year.
- IV. Facilities Usage Quarterly Report
Ms. Varnell presented the third quarter report of external users of college facilities (attached).
- V. Update on STEM Building Project
Dr. Chew reported the meeting with Jack Veit and Rick Hemphill with the County went well with preliminary support of a cost study for the STEM building project. Dr. Chew and Ms. Varnell will meet with the County in early April to discuss next year's budget requests. Trustees Tyson and Taylor commented on their recent visits to see the facilities needs on the Havelock campus.
- VI. Additional Updates
Dr. Chew reported that a donation of \$50,000 had been given to the Foundation to help with renovations in Barker Hall. She will be asking the full Board for approval to name the renovated student success center after the donor.

Dr. Chew presented a proclamation by the local chapter of the Military Order of the Purple Heart citing the college as a military friendly institution.

Dr. Chew shared a fact sheet on an economic impact study on the college and Craven County.

Board Chairman Roberts gave a brief update on the presidential search.

VII. Adjournment

With no further business to discuss, the meeting adjourned at 5:00 pm by motion from Trustee Tyson, second by Trustee Williams and unanimous vote.

/ce

	Craven Community College		
	DRAFT		
	Revised Capital Requests 2015-2020		
County Fiscal Year	Facilities Needs		Requested Amount
2015	Perdue Roof	\$	150,000
	Orringer Auditorium	\$	175,000
	Perdue Chiller	\$	150,000
	Grounds/Paint	\$	25,000
	Total	\$	500,000
2016	Brock/Student Center Chiller	\$	150,000
	Orringer Classrooms	\$	90,000
	Barker Boiler	\$	25,000
	Kelso Classrooms	\$	25,000
	Havelock Chiller (Coils)	\$	160,000
	Parking Lot Refurbishments	\$	50,000
	Total	\$	500,000
2017	Student Center Chiller	\$	150,000
	Perdue Classrooms	\$	160,000
	Parking Lot Refurbishments	\$	190,000
	Total	\$	500,000
2018	Bender Roof A/C Units	\$	100,000
	Barker Air Handlers	\$	200,000
	Kelso Bathrooms/Offices	\$	50,000
	Parking Lot Refurbishments	\$	45,000
	Exterior Windows/Doors	\$	105,000
	Total	\$	500,000
2019	Student Center Air Handlers	\$	170,000
	Parking Lot Refurbishments	\$	50,000
	Brock Roof	\$	160,000
	Exterior Windows/Doors	\$	120,000
	Total	\$	500,000
2020	Waiting on Assessment		TBD
	Parking Lot Refurbishments	\$	50,000
	Total	\$	500,000
	2015-2019 Total	\$	3,000,000
Note: Items may change depending on program needs and funding, such as grants.			

EXTERNAL USERS OF FACILITIES

Name of Organization	Date(s) of Use	Type of Organization	Facility	Fees	Date Fees Received	Number of Attendees
Kiddie Kollege Learning Center, Inc.	12/9/2014	Profit	Orringer Auditorium	\$ 162.50	12/9/14	155
Ward and Smith, P.A.	12/4, 12/12/2014	Profit	Brock 100	\$ 500.00	11/20/14	14
Environmental Finance Center, UNC Chapel Hill	12/11/2014	Edu	AMC 102	\$ -	N/A	35
Childcare Network, No. 77	12/19/2014	Profit	Orringer Auditorium	\$ 260.00	12/14/14	170
East Carolina University, School of Social Work (2 classes)	Spring 2015	Edu	Perdue 123	\$ -	N/A	21 & 17
North Carolina Conference of District Attorneys	2/6/2015	Gov	Naumann CR	\$ -	N/A	60
Coastal United Soccer Association	2/13/2015	Non-profit	AMC 102	\$ 80.00	2/4/15	45

Fees are not charged to the following organizations: (BLC) Craven Business Leadership Circle (Gov) Government - federal, state, county, municipal (Edu) Education

AGENDA

ACADEMIC & STUDENT AFFAIRS COMMITTEE MEETING

CRAVEN COMMUNITY COLLEGE

WARD BOARDROOM, BROCK BUILDING

Monday, March 16, 2015 at 5:00 P.M.

Members: Ms. Earline Sills Williams, Chair
Ms. Jennifer Dacey
Ms. Carol Mattocks
Ms. Allison Morris
Ms. Brenda Wilson
Mr. Kevin Roberts, Board Chair

Others: Dr. Catherine Chew, President
Mr. Daryl Minus, Executive VP of Learning and Student Success
Ms. Kathleen Gallman, Associate VP for Academic Affairs and Student Engagement
Mr. Gery Boucher, Associate VP of Innovation and Workforce Solutions
Ms. Cindy Ensley, Recorder

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| I. Call to Order | Earline Sills Williams, Chair |
| II. Members Present Roll Call | Earline Sills Williams, Chair |
| III. Student Services Enrollment/Retention Update | Kathleen Gallman |
| IV. SACSCOC Update | Daryl Minus |
| A. CCC Reaffirmation Leadership Team | |
| B. First Monitoring Report Insights from Dr. Baird | |
| V. Academic Program Highlights | Daryl Minus |
| A. Resource Development | |
| B. New Faculty Hires | |
| C. ACBSP Accreditation Process | |
| VI. Workforce Development Current Projects Update | Gery Boucher |
| VII. Adjournment | Earline Sills Williams, Chair |

Academic & Student Affairs Committee Charge

- a. Recommend approval of degree and certificate programs
- b. Recommend approval of developmental education programs
- c. Recommend approval of monitoring processes and evaluation of curricula/programs
- d. Recommend approval of academic support services
- e. Recommend approval of student support services
- f. Recommend approval of admission policies
- g. Recommend approval of graduation requirements
- h. Other responsibilities as assigned by the Board Chair

MINUTES

ACADEMIC & STUDENT AFFAIRS COMMITTEE MEETING

**CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
MARCH 16, 2015 AT 5:00 P.M.**

- I. Committee Chairman Earline Sills Williams called the meeting to order at 5:00 pm.
- II. Members Present: Ms. Jennifer Dacey, Ms. Carol Mattocks, Ms. Allison Morris, Chair Earline Sills Williams, and Board Chairman Kevin Roberts.
Members Absent: Ms. Brenda Wilson
Others Present: Dr. Catherine Chew, Dr. Daryl Minus, Ms. Kathleen Gallman, Mr. Gery Boucher, and Ms. Cindy Ensley. Chairman Sills Williams declared a quorum present for the meeting.
- III. Student Services Enrollment/Retention Update
Ms. Gallman, Associate VP for Academic Affairs and Student Engagement, reported that Spring 2015 curriculum enrollment is down 6.4% in head count and 4.9% in FTE. Although the College is still experiencing an enrollment decline, FTE has improved from a 7.8% decline in Fall 2014 due to increased marketing and outreach to students. A major change to better serve students will be the combination of summer and fall registration – students may register for both semesters at the same time. On the retention front, Ms. Gallman announced a new student orientation is planned for students entering Craven in Fall 2015.
- IV. SACSCOC Update
Dr. Daryl Minus, Executive VP of Learning and Student Success, announced that in addition to himself, the SACSCOC Reaffirmation Leadership Team will consist of Mary Clark as lead, Kathleen Gallman, Page Varnell, Lori Giles, Teresa Vansickle, Gery Boucher, and Dr. Catherine Chew. This team will be responsible for the data collection and writing of the reaffirmation certification report due March 1, 2016. Two advisory sessions have been offered by Dr. Crystal Baird, our assigned SACSCOC Vice President, to assist our leadership team.

From the September 2014 First Monitoring Report, Dr. Minus reported that the academic program coordination standard (CS 3.4.11) had been addressed. Standard CS 3.3.1.1 (institutional effectiveness: educational programs) needs further documentation of the College's progress on addressing institutional student learning outcomes assessment and using outcomes data for continuous improvement. A Second Monitoring Report is due September 8, 2015 to specifically address standard CS 3.3.1.1.

Dr. Minus explained that longitudinal data is needed to demonstrate continuous improvement. The NCCCS has been working on methods to make data across the 58 colleges more accessible, user-friendly, and useful in real-time decision-making environments. The College has implemented the use

of *Informer* to strengthen real-time data collection and analysis capabilities.

V. Academic Program Highlights

Dr. Minus spoke on the awarding of \$250,000 from a Duke Energy Community College Grant to fund welding equipment for both campuses. He also stated that in August 2015, the College should know the status of a \$1.1 million (over a 5-year period) TRiO grant proposal submitted by the College. Craven has partnered with ECU to expand STEM outreach to Craven County. The STEM Girls@Craven grant will focus on exposing middle school girls to STEM academic and professional fields. Trustee Morris asked that all girls be included, not just the academically gifted. Dr. Chew asked to see some guidelines on how the College planned to reach middle school girls.

Dr. Minus informed the committee of new hires for criminal justice/public safety and basic law enforcement technology stating the college had worked with local law enforcement during the hiring process; another step in improving community relations.

The college applied for ACBSP accreditation of its business programs and a team from ACBSP visited the college March 8-11 to assess our accreditation request. If successful, Craven would be one of a only two community colleges in North Carolina with ACBSP accreditation.

VI. WFD Current Projects Update

Gery Boucher, Associate VP of Innovation and Workforce Solutions, commented on the success of the TAMV (Tools for Advanced Manufacturing for Veterans) program commenting that it is helping to connect industry with the college. The MCAS-CP Base Education Invest Program is interested in short certificate programs that can be earned in 6 months by those leaving military service. Mr. Boucher announced we have ten programs that fit the criteria.

The trucks donated by FedEx for the CDL program should arrive in early April in Raleigh. FedEx team will be visiting the college May 11-12, 2015 with visits to both campuses and MCAS-CP and FRC-E. Mr. Boucher announced his team is working closely with MCAP-CP to offer the CDL program on base.

VII. Additional Updates

Dr. Minus gave an update on a black history event held on campus in February that was well attended by students, faculty, staff, and trustees.

Dr. Chew reported that a donation of \$50,000 had been given to the Foundation to help with renovations in Barker Hall. She will be asking the full Board for approval to name the renovated student success center after the donor.

Dr. Chew presented a proclamation by the local chapter of the Military Order of the Purple Heart citing the college as a military friendly institution.

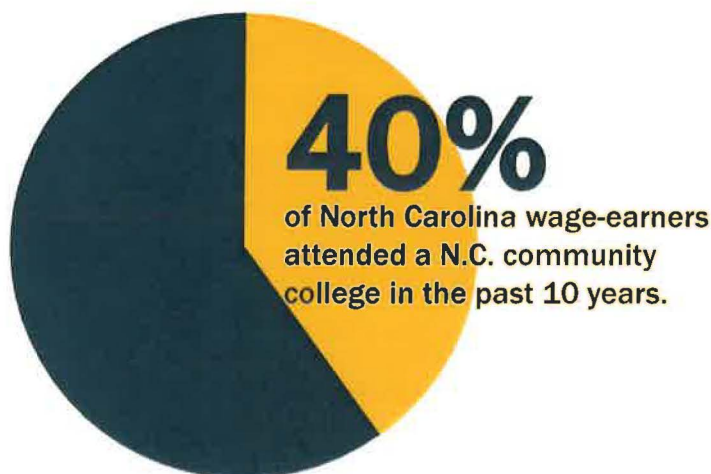
Dr. Chew shared a fact sheet on an economic impact study on the college and Craven County.

VIII. Adjournment

With no further business to discuss, the meeting adjourned at 6:09 pm by motion from Trustee Mattocks, second by Trustee Morris and unanimous vote.

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EFFECTIVE, EFFICIENT EDUCATION DRIVING NORTH CAROLINA'S ECONOMY

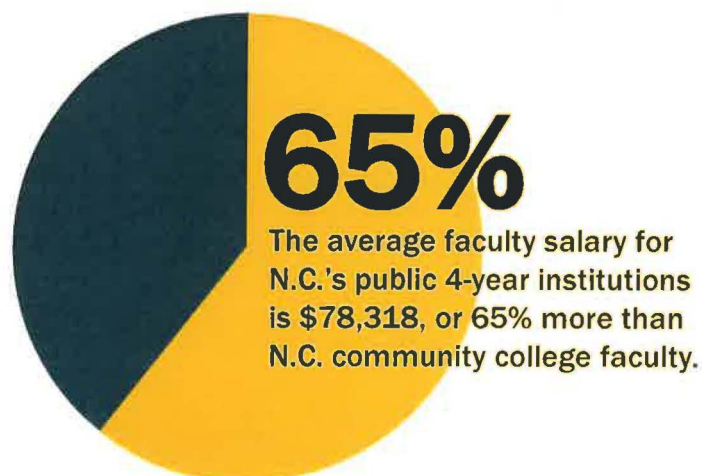
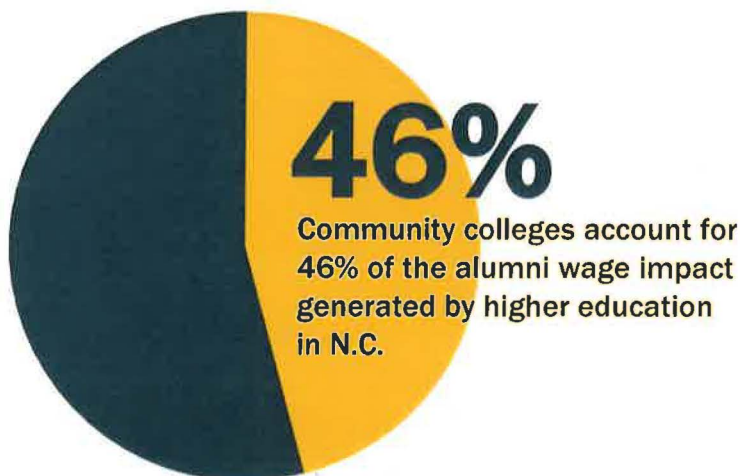


- Accumulated alumni impact of N.C.'s community colleges totaled \$19.6 billion in added state income in 2012-13, the equivalent of 322,000 new jobs.*

- More than 800,000 students enrolled at one of the 58 community colleges during the 2013-2014 academic year, accounting for 1 in 9 N.C. citizens 18 and older.
- Community college instructors taught more than 29,000 high school students through Career and College Promise in 2013-14.

FOR EVERY \$1 SPENT BY... *

STUDENTS	\$2.30 GAINED IN LIFETIME INCOME FOR STUDENTS
TAXPAYERS	\$4.10 IN BENEFITS TO TAXPAYERS



**TO ENSURE A QUALITY
WORKFORCE, COMMUNITY
COLLEGES MUST RECRUIT AND
RETAIN QUALITY FACULTY.**

- At \$47,410, North Carolina's average faculty salary is ranked 11th out of the 16 states within the Southern Regional Education Board (SREB).
- Full time N.C. community college faculty teach an average 5-6 classes per semester.
- Only one other SREB state, Delaware, has a larger disparity between the public 4-year and 2-year institutions.

DON'T STALL THE WORKFORCE ENGINE

Community Colleges are North Carolina's workforce engine. **More than 40 percent of North Carolina wage earners have been a community college student in the past ten years**, and former community college students contribute \$19.6 billion in added state income in 2012-13 – the equivalent of 322,000 new jobs. For every \$1 spent by students, \$4.10 was gained in added taxes and public-sector gains for taxpayers¹.

Address the Instructor Salary Crisis

The **workforce engine will stall** if community college **instructors continue to be among the worst paid in the Southeast**. Attracting and retaining community college instructors – the molders of North Carolina's future workforce – is becoming increasingly difficult at current pay levels as these same instructors become prime targets for employers seeking to fill job openings as the economy rebounds. **Enabling community colleges to recover \$59 million in current management flexibility cuts and invest those funds into salaries will help rectify this crisis situation and move North Carolina to the mid-point in the Southeast for faculty salaries.**

Rev Up Year-Round Production

As recommended in Governor McCrory's budget proposal, **North Carolina's Community Colleges need to be in year-round production**, just like North Carolina's businesses. **Funding community colleges for year-round instruction, including the summer**, will accelerate the talent pipeline to North Carolina businesses experiencing skill shortages, accelerate completion rates for community college students, help colleges retain faculty who would prefer to work year-round and generate state budget savings as university students obtain credits at community college funding rates.

Tuition Increases Should Only Fuel Community College Education

Any increases in community college student tuition should support their education. Community college students, most from working-class families, have seen their tuition increase 44% in the past six years. If they are to face another tuition increase, **it should only be applied to enhance their education.**

¹ Economic Modeling Specialists International (EMSI), <http://www.nccommunitycolleges.edu/emsi-study>

AGENDA

**FINANCE COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
Monday, March 9, 2015 at 4:00 P.M.**

Members: *Ms. Brenda Wilson, Chair*
 Judge Ken Crow
 Mayor Chuck Tyson
 Ms. Rosanne Leahy
 Mr. Bill Taylor
 Mr. Kevin Roberts, Board Chair

Others: *Dr. Catherine Chew, President*
 Ms. Page Varnell, Vice President for Administrative Services
 Ms. Cindy Patterson, Executive Director of Financial Services & Purchasing
 Ms. Cindy Ensley, Recorder

- | | |
|--|-----------------------------|
| I. Call to Order | <i>Brenda Wilson, Chair</i> |
| II. Members Present Roll Call | <i>Brenda Wilson, Chair</i> |
| III. Financial Reports | <i>Page Varnell</i> |
| A. Year-to-date Budget Comparison Reports – State, County
& Institutional (July 1, 2014-February 25, 2015)(<i>motion</i>) | |
| B. Write-Offs and Uncollectable Accounts (<i>motion</i>) | |
| C. Cash Balances (<i>info</i>) | |
| IV. Student Fees for 2015-16 (<i>motion</i>) | <i>Page Varnell</i> |
| V. Financial Aid Presentation | <i>Cindy Patterson</i> |
| VI. County Budget Discussion 2015-2016 | <i>Page Varnell</i> |
| A. Havelock STEM Building Update/Discussion w/Facilities Committee | |
| VII. Adjournment | <i>Brenda Wilson, Chair</i> |

Finance Committee Charge

- a. Recommend approval of operating and capital budget
- b. Recommend approval of annual audits of college accounts by the NCCCS/OSBM
- c. Recommend approval of banking procedures
- d. Recommend approval of changes in tuition and fees
- e. Review grant submissions and awards
- f. Other responsibilities as assigned by the Board Chair

MINUTES

**FINANCE COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
MARCH 9, 2015 AT 4:00 P.M.**

- I. Committee Chair Brenda Wilson called the meeting to order at 4:00 pm.
- II. Members Present: Ms. Rosanne Leahy, Mr. Bill Taylor, Mayor Chuck Tyson, and Ms. Brenda Wilson.
Members Absent: Judge Ken Crow and Board Chair Kevin Roberts.
Others Present: Dr. Catherine Chew, Page Varnell, Ms. Cindy Patterson, Ms. Penny Cleland, Executive Assistant to Ms. Varnell, and Ms. Cindy Ensley. Chair Wilson declared a quorum present for the meeting.
- III. Financial Reports
 - A. Year-to-date Budget Comparison Reports – State, County & Institutional
Ms. Varnell presented an analysis of the budget versus expenditures from July 1, 2014 through February 25, 2015 (attached) indicating an overall expenditure of 61% of state funds, 60% of county funds, and 63% of institutional funds. She explained the budgeting process for the benefit of the new committee members and explained the receipt timing issue on the deficit balances in institutional funds.
 - B. Write-Offs and Uncollectable Accounts
Ms. Varnell discussed the uncollectable receivables (attached) indicating an YTD total of \$62,436.94 (July 2014-March 2015) representing 2.417% of total accounts receivable. Chair Wilson called for a vote to approve the financial reports presented. Trustee Taylor motioned, Trustee Leahy seconded, and the vote was unanimous.
 - C. Cash Balances
A report of the cash balances as of February 27, 2015 was presented (attached) with totals. Ms. Cindy Patterson, Executive Director of Financial Services and Purchasing, elaborated on the variances between the November and February reports. The report was given for informational purposes only.
- IV. Student Fees for 2015-16
Ms. Varnell presented the proposed fees (attached) for the upcoming fiscal year noting that fees had not been increased in several years. Fees in blue are modifications, fees in green are to be eliminated and fees in red are to be added. Chair Wilson called for a motion to approve the student fee schedule for 2015-16. Trustee Tyson motioned to accept and Trustee Taylor seconded; all approved.

V. Financial Aid Presentation

Ms. Varnell and Ms. Patterson reported on the financial assistance awarded to Craven students with nearly 10 million dollars being awarded in 2014-15. A comparison of gross tuition receipts and write-offs for fiscal year 2013-14 was shown. The majority of write-offs are related to financial aid (76.79% in 2013-14). Write-offs are only .94% (less than 1%) of our tuition receipts for 2013-14.

VI. County Budget Discussion 2015-16

Dr. Chew reported that she and Ms. Varnell would be meeting with Jack Veit and Rick Hemphill with Craven County government in April to request the college's budget for county funds 2015-16. As recommended by the Finance Committee, funding of a study for the STEM building will be requested also. Ms. Varnell stated that \$500,000 will be requested for capital improvements, as agreed upon by both parties.

VII. Additional Updates

Ms. Varnell gave a brief update on the presidential search. Dr. Chew announced that the local chapter of the Military Order of the Purple Heart organization had recognized the college as a military friendly college. Dr. Chew shared a fact sheet on an economic impact study on the college and Craven County.

VIII. Adjournment

With no further business to discuss, the meeting adjourned at 5:00 pm by motion from Trustee Tyson, second by Trustee Taylor and unanimous vote.

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Craven Community College
Budget Comparison Report
State Funds

FY 2014-2015 Budget Comparison as of February 25, 2015	President's Office/Foundation/Marketing				VP of Administrative Services				EVP of Learning & Student Services				WFD			
	Budget	Expenses	Remaining	% Spent	Budget	Expenses	Remaining	% Spent	Budget	Expenses	Remaining	% Spent	Budget	Expenses	Remaining	% Spent
		65% of year	YTD			Balance	YTD			Balance	YTD			Balance	YTD	
Administrative																
Salaries & Benefits	758,100	501,266	256,834	66%	2,219,422	1,365,052	854,370	62%	3,418,596	2,206,278	1,212,318	65%	774,517	519,307	255,210	67%
519 Contracted Services	73,440	28,541	44,899	39%	170,317	73,381	96,936	43%	126,183	28,892	97,291	23%	7,629		7,629	0%
523 Instructional Supplies																
525 Motor Vehicle Supplies																
526 Office Supplies	3,772	2,094	1,678	56%	28,023	19,065	8,958	68%	42,296	13,330	28,966	32%	3,958	2,354	1,604	59%
527 Other Supplies	3,347	1,112	2,235	33%	132,696	93,965	38,731	71%	19,520	6,930	12,590	36%	1,855	568	1,287	31%
528 Audio-Visual Supplies					1,000	223	777	22%								
531 Staff Development	35,837	24,368	11,469	68%	98,309	46,639	51,670	47%	91,176	33,218	57,958	36%	25,367	10,030	15,337	40%
532 Comm/Postage/Software	3,700	3,523	177	95%	28,544	19,061	9,483	67%	394	141	253	36%				
534 Printing & Binding	35,406	22,124	13,282	62%					1,789	0	1,789	0%	1,053	742	311	70%
535 Repairs & Maintenance					136,569	85,523	51,046	63%	19,421	7,883	11,538	41%	721	721	0	100%
536 Freight					298	265	33	89%					30		30	0%
537 Advertising	87,543	60,428	27,115	69%	10,000	9,454	546	95%	720		720	0%	3,000		3,000	0%
538 Data Processing																
539 Other Current Services	3,571	2,592	979	73%	195,580	33,443	162,137	17%	48,530	16,172	32,358	33%				
541 Rental of Property	275	275	0	100%	474	474	0	100%								
543 Lease/Rental Other Equipme					45,881	26,481	19,400	58%	15,573	6,981	8,592	45%				
544 Data Processing Software	50		50	0%	96,821	44,750	52,071	46%	10,881	625	10,256	6%	49		49	0%
546 Memberships & Dues	20,014	18,989	1,025	95%	4,746	907	3,839	19%	14,850	7,301	7,549	49%	1,890	750	1,140	40%
548 NEIT Admin													4,660		4,660	0%
55x Equipment	1,786	561	1,225	31%	447,350	248,165	199,185	55%	9,323	7,727	1,596	83%				
Total Administrative:	1,026,841	665,873	360,968	65%	3,616,030	2,066,848	1,549,182	57%	3,819,252	2,335,478	1,483,774	61%	824,729	534,473	290,256	65%
Instructional																
Salaries & Benefits									7,565,694	4,825,423	2,740,271	64%	691,423	471,463	219,960	68%
519 Contracted Services									57,076	18,280	38,796	32%	176,742	45,539	131,203	26%
523 Instructional Supplies					50,000		50,000	0%	75,424	17,427	57,997	23%	16,757	1,737	15,020	10%
524 Repair Supplies																
525 Motor Vehicle Supplies																
526 Office Supplies																
527 Other Supplies									3,632	259	3,373	7%	162	74	88	46%
528 Audio-Visual Supplies									9,300	3,984	5,316	43%				
531 Staff Development									50,949	14,716	36,233	29%	7,998	1,973	6,025	25%
532 Comm/Postage/Software									13,335	13,331	4	100%	30	26	4	88%
534 Printing & Binding									1,819	732	1,087	40%				
535 Repairs & Maintenance									1,556	1,551	5	100%				
536 Freight									277		277	0%				
537 Advertising									1,678	1,675	3	100%	5,220		5,220	0%
539 Other Current Services									12,038	9,542	2,496	79%	161		161	0%
541 Rental of Property									300		300	0%				
543 Lease/Rental Other Equipme									400		400	0%				
544 Data Processing Software									15,299	1,125	14,174	7%				
546 Memberships/Accredita & Dues									24,147	11,475	12,672	48%				
55x Equipment									343,805	126,210	217,595	37%				
556 Books									17,808	10,195	7,613	57%	23,000		23,000	0%
Total Instructional:					50,000		50,000	0%	8,194,537	5,055,925	3,138,612	62%	921,493	520,813	400,680	57%
Total Admin & Instructional:	1,026,841	665,873	360,968	65%	3,666,030	2,066,848	1,599,182	56%	12,013,789	7,391,403	4,622,386	62%	1,746,222	1,055,286	690,936	60%
		</														

FY 2014-2015 Budget Comparison
County Funds
as of February 23, 2015
65% of year

FY 2014-2015 Budget Comparison February 23, 2015 65% of year	General Institution				Maintenance				Security				Capital			
	Budget	Expenses YTD	Remaining Balance	% Spent	Budget	Expenses YTD	Remaining Balance	% Spent	Budget	Expenses YTD	Remaining Balance	% Spent	Budget	Expenses YTD	Remaining Balance	% Spent
Salaries & Benefits	293,593	256,893	36,700	87%	657,709	391,559	266,150	60%	314,429	214,851	99,578	68%				
519 Contracted Services	69,027	40,147	28,880	58%	441,913	255,741	186,172	58%	94,559	35,472	59,087	38%				
521 Custodial Supplies/Uniforms					63,480	22,301	41,179	35%	3,000	1,945	1,055	65%				
522 Maintenance Supplies					55,766	24,097	31,669	43%								
523 Instructional Supplies					375		375	0%								
524 Repair Supplies					6,720	2,702	4,018	40%								
525 Motor Vehicle Supplies	1,074	582	492	54%	11,522	5,754	5,768	50%	3,213	201	3,012	6%				
526 Office Supplies					1,500	420	1,080	28%	100		100	0%				
527 Other Supplies					17,640	10,013	7,627	57%	22,614	18,920	3,694	84%				
528 Audio-Visual Supplies																
531 Staff Development					2,465	832	1,633	34%	1,740	1,559	181	90%				
532 Communication					80,417	44,847	35,570	56%								
533 Utilities					881,399	582,839	298,560	66%								
534 Printing & Binding																
535 Repairs & Maintenance	90	78	12	87%	322,824	70,394	252,430	22%	16,135	2,727	13,408	17%				
536 Freight																
537 Advertising																
538 Data Processing																
539 Other Current Services	2,500	495	2,005	20%	3,220	1,884	1,336	59%	300		300	0%				
541 Rental of Property	3,800	2,467	1,333	65%												
543 Lease/Rental Other Equipme					3,549	1,912	1,637	54%								
544 Data Processing Software					2,570	1,070	1,500	42%								
545 General Admini (Insurance)	159,923	144,658	15,265	90%												
546 Memberships & Dues					25		25	0%								
55X Equipment					3,000		3,000	0%					502,403	168,755	333,648	34%
Totals	530,007	445,321	84,686	84%	2,556,094	1,416,365	1,139,729	55%	456,090	275,676	180,414	60%	502,403	168,755	333,648	34%
College Totals	Budget	Expenses	Remain Bal	% Spent												
Regular Operating	3,542,191	2,137,363	1,404,828	60%												
Capital Outlay	502,403	168,755	333,648	34%												

Craven Community College
Institutional Funds Budget
For the period July 1, 2014 through February 23, 2015

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
01	121 Flex Spending						7,861.62
01	133 Discretionary	40,000.00	32,035.95	7,964.05	80.09%	344.43	19,563.74
01	134 Unrestricted Overhead Receipts	4,000.00	20.00	3,980.00	0.50%	1,111.58	4,981.49
01	136 Foundation	177,115.00	136,470.29	40,644.71	77.05%	165,478.00	166,634.19
01	137 Financial Aid Matching	150.00	147.93	2.07	98.62%	2,472.05	2,324.12
01	221 Applied Music	900.00		900.00	0.00%	3,133.36	8,367.34
01	227 Extra Curricular Activities	24,671.00	20,923.87	3,747.13	84.81%	2,596.14	11,114.87
01	250 Curriculum-Self Supporting	380,000.00	128,115.45	251,884.55	33.71%	82,365.43	703,984.40
01	312 Fire College	4,500.00		4,500.00	0.00%	76.18	23,401.27
01	340 WFD-Self Supporting	702,274.00	169,969.43	532,304.57	24.20%	96,647.78	567,049.29
01	411 Learning Resource Center	1,850.00	313.09	1,536.91	16.92%	1,323.32	18,559.67
01	460 Customized Ind Train Support	37,755.00	18,893.87	18,861.13	50.04%	21,941.67	47,638.98
01	461 Small Business Support Fund	1.00		1.00	0.00%	0.37	116.41
02	131 College Work Study	79,198.00	43,085.79	36,112.21	54.40%	37,713.30	(5,372.49)
02	134 Restricted Overhead Receipts	53,907.00	36,634.47	17,272.53	67.96%	3,807.90	151,831.51
02	138 Returned Check Fee Fund	1,500.00	106.78	1,393.22	7.12%	683.75	16,512.45
02	139 Fndton Grants (Duke/NCCF)	5,399.00	5,143.40	255.60	95.27%		255.60
02	139 Harold H. Bate Grant	100,837.00	63,893.07	36,943.93	63.36%	95,200.00	36,943.73
02	220 NCSU Engineering	51,539.00	14,058.73	37,480.27	27.28%	36,044.94	37,303.27
02	227 ENCORE	20,000.00	10,494.39	9,505.61	52.47%	20,001.78	11,314.95
02	228 Grants -NSF	393,503.00	80,227.75	313,275.25	20.39%	56,239.22	(21,423.46)
02	229 NCAMA Grant	94,280.00	49,806.68	44,473.32	52.83%	60,408.76	2,615.77
02	291 Specifc Fees - Lab/DE/ASC	546,352.00	313,298.87	233,053.13	57.34%	227,189.46	818,679.89
02	292 System-Wide Fees-Comp Tech	361,496.00	125,195.64	236,300.36	34.63%	77,632.11	633,226.96
02	293 Patron Fees	35,380.00	26,645.86	8,734.14	75.31%	21,623.03	199,458.88
02	314 Grants - Workforce Development	625.00	566.17	58.83	90.59%	321.96	2,531.17
02	363 Smith Reynolds Grant	25,000.00	138.00	24,862.00	0.55%	25,000.00	24,862.00
02	392 System-Wide Fees - WFD Comp	235.00		235.00	0.00%	293.38	11,917.73
02	521 C-Step Grant	18,780.00	1,274.09	17,505.91	6.78%		7,505.68

Craven Community College
Institutional Funds Budget
For the period July 1, 2014 through February 23, 2015

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
02	531 Professional Liability Ins	7,075.00		7,075.00	0.00%	6,525.81	9,373.19
02	532 Student Insurance	4,500.00	4,219.00	281.00	93.76%	6,112.24	2,204.69
02	533 Transcript Fees	33,500.00	7,270.39	26,229.61	21.70%	20,162.51	62,491.32
02	534 TRIO Grant	338,051.00	164,672.49	173,378.51	48.71%	140,215.20	(32,633.44)
02	790 Orringer Hall Fund	4,500.00	2,433.66	2,066.34	54.08%	3,362.97	15,631.49
02	791 Public Radio East	971,555.00	650,383.57	321,171.43	66.94%	493,256.92	(20,934.16)
02	795 Career Fair	500.00		500.00	0.00%	1.75	538.45
02	796 Testing Centers	9,800.00	8,048.04	1,751.96	82.12%	6,931.01	31,348.04
02	797 Public Radio East Foundation	695,860.00	382,076.63	313,783.37	54.91%	368,522.57	218,271.62
02	823 SEOG	96,485.00	83,208.06	13,276.94	86.24%	54,408.10	(28,799.96)
02	824 Pell	6,493,453.00	5,190,231.00	1,303,222.00	79.93%	5,162,356.00	(27,875.00)
02	830 NCCC Targeted Financial As	5,500.00	(320.00)	5,820.00	-5.82%	7,232.00	7,552.00
02	831 Golden Leaf Scholars	14,500.00	5,255.40	9,244.60	36.24%	12,194.00	6,938.60
02	833 NCCG	164,000.00	138,113.00	25,887.00	84.22%	141,597.00	3,693.00
02	834 Teacher Assistant Sch Fund	17,500.00	11,527.00	5,973.00	65.87%	5,525.00	(6,002.00)
02	835 State Aid Scholarships	172,000.00	135,085.00	36,915.00	78.54%	142,366.00	7,281.00
02	840 General Scholarships	164,355.00	122,159.34	42,195.66	74.33%	133,311.19	211,240.72
02	841 Endowment Scholarships	196,131.00	144,205.67	51,925.33	73.53%	97,534.75	(43,951.80)
05	710 Clearwire Distribution	3,500.00	750.00	2,750.00	21.43%	1,220.52	17,278.66
05	720 Bookstore	185,000.00	36,450.90	148,549.10	19.70%	82,664.54	659,374.86
05	730 Food Service	25,000.00		25,000.00	0.00%	13,029.90	13,080.23
05	740 Campus Access	80,000.00	32,400.66	47,599.34	40.50%	44,475.72	208,298.09
05	770 Student Activity Funds	166,578.00	98,694.33	67,883.67	59.25%	136,437.95	170,954.99
06	810 J. Wrenn Emergency Loan Fu	1,000.00	416.80	583.20	41.68%	244.47	43,177.69
07	910 Buildings & Grounds	1,692,097.00	697,122.28	994,974.72	41.20%	487,637.25	1,364,951.90
08	792 Public Radio East Endowment					4,308.13	62,047.08
08	850 Endowments	196,131.00	129,706.40	66,424.60	66.13%	182,901.90	1,979,401.84
Total		14,899,818.00	9,321,569.19	5,578,248.81	63%	8,794,185.30	8,444,694.13

**REQUEST FOR APPROVAL
WRITE-OFF OF UNCOLLECTIBLE ACCOUNTS**

Mar-15

In accordance with Section 4, page 4 37-4.38 of the North Carolina Community College System Accounting Procedures Manual, a request is hereby made to write-off the following accounts as uncollectible:

Student ID #	Term	INTUI Tuition/Registration	ACTFE Activity Fee	CTFCU Computer Fee	CACCF Campus Access	BKST Books	DEFEE Distance Fee	SSCUR Summer Self Support	SUPBI Supply Fee Bus, Ind & Tech	LABFA Lab Fee	SUMFE Summer Supply Fee	RETCK Return Check	RTCK Check Fee	FA Overage	Total
XX8954	2013SU					260.21									260.21
XX4346	2013SU			9.55	5.96	233.48	17.89	205.74			17.89				490.51
XX0228	2013SU							41.75			2.50				44.25
XX5232	2013SU													682.00	682.00
XX4200	2013SU			15.52	9.70	353.20	14.54	468.31			29.09				890.36
XX1288	2013SU			16.00	10.00		15.00	207.00			10.00				258.00
XX1112	2013SU			16.00	10.00		30.00				20.00				76.00
XX4038	2013SU			4.00	2.50		3.75	51.75			2.50				64.50
XX9481	2013SU			5.58	3.49	62.02	5.23	96.23			0.34				172.89
XX1512	2013SU													787.00	787.00
XX8855	2013SU			2.00	1.25			17.25							20.50
XX3496	2013SU			4.00	2.50	493.08	15.00	207.00			10.00				731.58
XX1038	2013SU			16.00	10.00		15.00	207.00			10.00				258.00
XX9466	2013SU											5.00	20.00		25.00
XX5201	2010CE3								5.00						5.00
XX2230	2009SP				10.00										10.00
XX1375	2013FA	35.75	8.00	4.00	2.50		3.75								54.00
XX91629	2013FA													705.00	705.00
XX7198	2013FA	143.00	32.00	16.00	10.00									493.00	694.00
XX4047	2013FA	214.48	8.00	4.00	2.48		15.00								243.96
XX3651	2013FA													1.00	1.00
XX0311	2013FA													70.36	70.36
XX3247	2013FA	286.00					15.00								301.00
XX0428	2013FA	858.00	32.00	16.00	10.00	318.09	60.00							928.91	2,223.00
XX8197	2013FA					227.96									227.96
XX0897	2013FA													133.90	133.90
XX5862	2013FA	71.50													71.50
XX6253	2013FA					472.45									472.45
XX6752	2013FA											5.00	20.00		25.00
XX5964	2013FA													706.00	706.00
XX1256	2013FA	105.49													105.49
XX9854	2013FA					266.55								383.50	650.05
XX5213	2013FA			16.00											16.00
XX6276	2013FA					297.26									297.26
XX7206	2013FA	377.08													377.08
XX5639	2013FA													200.00	200.00
XX1412	2013FA													278.39	278.39
XX4341	2013FA	169.50													169.50
XX8260	2013FA	101.89	12.39	8.36	7.54	56.24								380.39	566.81
XX3346	2013FA					13.97									13.97
XX6582	2013FA													331.00	331.00
XX5894	2013FA					149.05									149.05
XX2456	2013FA					238.60									238.60
XX0707	2013FA	293.53													293.53
XX0746	2013FA	357.50	32.00	16.00	10.00	37.00									452.50
XX1968	2013FA	357.50	32.00	16.00	10.00		15.00								430.50
XX3384	2013FA	71.50													71.50
XX8137	2013FA													660.00	660.00
XX6139	2013FA													452.03	452.03
XX3829	2013FA													256.69	256.69
XX5609	2013FA	858.00	32.00	16.00	10.00					15.00					931.00
XX5889	2013FA	143.00					15.00								158.00
XX7071	2013FA													176.24	176.24
XX4183	2013FA	357.81	13.34	6.67	4.17	108.20	6.27								496.46
XX0635	2013FA	125.12	8.00	4.00	2.50	411.50	7.50								558.62

XX0923	2013FA	275.46														275.46
XX3561	2013FA	120.32	12.54	7.49	5.60	186.93	11.24									344.12
XX0966	2013FA														922.38	922.38
XX7634	2013FA														694.00	694.00
XX8745	2013FA														399.12	399.12
XX0159	2013FA	290.74														290.74
																-
																-
																-
		5,613.17	222.27	219.17	140.19	4,185.79	265.17	1,502.03	5.00	15.00	102.32	10.00	40.00	9,640.91	21,961.02	

Kisha B. Simpson
(Requested by)

Page Varnele
(Vice President for Administrative Services)

FA Issues/Withdraw Charged 25%	8,059.14
Sponsor Issues	2,113.75
Payment Plan	1,051.56
Return 2 Title 4	10,321.68
MISC-Returned Check, Deceased student	414.89
	<u>\$21,961.02</u>

Total Collected this period	\$ 399.87
Debt Setoff	\$ 1,605.51
Total Fees Paid to collection agency	(831.42)
Net proceeds	<u>\$ 1,173.96</u>

YTD Write Offs	\$62,436.94
Prior Year Write Offs July 2013-Mar 2014	\$56,107.38
120 Days past due	\$93,283.17
Percentage of Total Accounts Receivable	2.4147%

**CRAVEN COMMUNITY COLLEGE
REPORT OF CASH BALANCES**

	27-Feb	26-Nov	Variance
Local Funds	\$1,978,022.54	\$1,900,577.33	\$77,445.21
Special Funds	<u>\$6,255,662.80</u>	<u>\$5,913,374.22</u>	<u>\$342,288.58</u>
Total	\$8,233,685.34	\$7,813,951.55	\$419,733.79

NOTE: A balance of \$35,000 is maintained in an interest bearing account with First Citizens Bank.
All funds over the \$35,000 are on deposit with the North Carolina State Treasurer.

	27-Feb	26-Nov	Variance
STIF Interest Rate:	0.456220%	0.508860%	-0.052640%

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
BUDGET TRACKING SHEET: FY 2015-16**

	Budget Priorities	Governor	
		FY 2015-16	FY 2016-17
2015-16 Base Budget	1,048,495,115	1,048,495,115	1,048,495,115
Enrollment Adjustment	(3,019,197)	(3,019,197)	(3,019,197)
			Fund all Summer CU FTE
Budget Priorities/Expansion			
Faculty & Staff Salaries	30,000,000	-	
NC Works Career Coaches	3,500,000	-	
STEM Equipment	10,000,000 NR	-	5,000,000 NR
CIS Modernization Equipment & Technology	5,000,000	5,000,000	5,000,000
Retain Program Audit Function		551,752	551,752
In-State Tuition for Military Veterans		-	1,000,000
Expansion Subtotal	48,500,000 4.6%	5,551,752 0.5%	11,551,752 1.1%
Reductions			
Replace Appropriations with Increased Receipts			
Curriculum Tuition Increase		(\$16,138,793)	(\$16,138,793)
Resident tuition increase per credit hour		\$4/credit hour to \$76	\$4/credit hour to \$76
Non-resident tuition increase per credit hour		\$4/credit hour to \$268	\$4/credit hour to \$268
Receipts Increase Subtotal	- 0.0%	(\$16,138,793) -1.5%	(\$16,138,793) -1.5%
Reductions to Spending Authority			
Reductions Subtotal	- 0.0%	- 0.0%	- 0.0%
Total General Fund Adjustments	\$ 45,480,803 4.3%	\$ (13,606,238) -1.3%	\$ (7,606,238) -0.7%
FY 2015-16 Base Budget - GF Appropriation	1,048,495,115	1,048,495,115	1,048,495,115
Adjustments - Recurring	\$ 35,480,803 3.4%	\$ (13,606,238) -1.3%	\$ (12,606,238) -1.2%
Adjustments - Non-Recurring	\$ 10,000,000 1.0%	\$ - 0.0%	\$ 5,000,000 0.5%
Recommended General Fund Appropriation	\$ 1,083,975,918	\$ 1,034,888,877	\$ 1,040,888,877

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
SUMMARY OF BUDGET PROPOSAL: FY 2015-16**

		GOVERNOR				
	FY 2014-15 Auth. Budget	FY 2015-16 Base Budget	FY 2015-16 Adjustments	FY 2015-16 Recommended	% Change vs. Base Budget	
1						
2	NCCCS State Funding					
3	Requirements*	1,462,859,992	1,462,308,240	(8,974,623)	1,453,333,617	-0.6%
4	Receipts	413,813,125	413,813,125	4,631,615	418,444,740	1.1%
5	General Fund Appropriation	\$1,049,046,867	\$1,048,495,115	(\$13,606,238)	\$1,034,888,877	-1.3%
6	NCCCS State Funding per FTE					
7	BFTE	235,163	231,350	-	231,350	
8	Requirements*	\$6,220.62	\$6,320.76	(\$38.79)	\$6,281.97	-0.6%
9	Receipts	\$1,759.69	\$1,788.69	\$20.02	\$1,808.71	1.1%
10	General Fund Appropriation	\$4,460.94	\$4,532.07	(\$58.81)	\$4,473.26	-1.3%

11 *Requirements = Spending Authority

Other Key Items in Governor's Budget:

- 12 **Year-Round Funding:** Amends G.S. 115D-5(v) to authorize colleges to teach all curriculum courses during the summer and earn BFTE. The provision would go into effect Summer 2015.
- 13 **Expand Career and College Promise:** Expand CCP to freshmen and sophomores who enroll in agriculture and transportation CTE pathways.
- 14 **Veteran Tuition:** Authorizes Yellow Ribbon funds to be repurposed to offset the reduction in tuition receipts associated with providing eligible veterans in-state tuition, consistent with federal legislation.
- 15 **New Cooperative Innovative High Schools:** Public school's section of budget includes funding for eight new CISHs: 4 in Guilford, 1 in Pitt, 1 in Wake, 1 in Watauga, and 1 in Wilson Counties.

What is NOT in the Governor's Budget:

- 16 **Salary Increase:** Public school teachers and school-based administrators receive a salary increase, but no other across-the-board salary increases are provided to State, community college, or UNC employees.
- 17 **Equipment Flexibility:** Flexibility to move equipment funds to R&R was NOT included.

CRAVEN COMMUNITY COLLEGE
Fees for 2015-2016

Course/Area	Current Fee	Proposed Fee	Basis
Student Activity Fee (All curriculum courses)	\$ 32.00	\$ 35.00	Flat fee for curriculum students charged Fall and Spring semesters. Increase will allow for enhanced services.
International Student Fee - (Students on F, Visas)	\$ 100.00	\$ 100.00	This would be to cover SEVIS management, international student advising and support for curriculum students during fall & spring semesters.
Travel Insurance to study abroad	up to \$100.00	up to \$100.00	One time for study abroad participants.
Transcript	\$ 5.00	\$ 10.00	Charge is for each copy. This aligns with what other colleges are charging. Discretionary funds.
Campus Access, Parking & Security (Curriculum)	\$ 10.00	\$ 15.00	Flat fee for curriculum students charged Fall, Spring and Summer semesters, to enhance these services.
	\$ 2.00	\$ 2.00	For each additional parking permit for curriculum students.
Parking Fine	\$ 5.00	\$ 5.00	Unless otherwise posted
Computer Use & Technology	\$ 16.00	\$ 48.00	All curriculum students charged Fall, Spring and Summer semesters, to enhance/improve technology and staff.
	\$ 5.00	\$ -	For con-ed course that uses a college computer lab.
Professional Liability Insurance	\$ 16.00	\$ 16.00	Required for curriculum nursing classes as well as a variety of WFD classes. (EMT, Phlebotomy, Health Care Technician, Dental Asst., Vet Asst, Animal Grooming, Personal Trainer, CNA I & II, Manicurist, Barbering).
Student Accident Insurance	\$ 1.40	\$ 1.40	Mandatory insurance per semester, WFD courses are \$.60.
Returned Check	\$ 20.00	\$ 20.00	Per check returned by Financial Institution.
Placement Testing Fee	\$ 3.00	\$ 3.00	Fee to be charged for Re-testing.
Graduation Fees			
Graduation Fee	\$ 15.00	\$ 15.00	All graduating students. Includes processing, certificates, postage and one diploma cover.
Diploma Cover	\$ 15.00	\$ 15.00	Charged per each additional diploma cover.
Cap, Gown and Tassel	\$ 30.00	\$ 30.00	Approximate and Non-Refundable.
Associate Degree (hood)	\$ 30.00	\$ 30.00	Approximate and Non-Refundable.
Library Fines	\$ 0.10	\$ 0.10	Per day for overdue books.
	\$ 1.00	\$ 1.00	Per day for overdue videos.
	\$ 0.10	\$ 0.10	Per page to print from computers (if for educational purposes this is not charged.) Only for personal use.
	\$ 0.10	\$ 0.10	Per page for photocopies.
	\$ 1.00	\$ 1.00	Replacement library card.
Summer School Supply Fee	\$ 10.00	\$ 10.00	To provide supplies and other cost to Instruction.
Test Proctoring Fee	\$ 20.00	\$ 20.00	To provide support for proctoring tests for students from other educational institutions unless associated with partnerships with the college.
Liberal Arts:			
Music - MUS 161, 162, 261 262	\$ 320.00	\$ 320.00	
Science (BIO, CHM & PHY)	\$ 15.00	\$ 15.00	Students pay \$15 per course for the laboratory experience, materials, etc.
ART 121, 122, 131, 132, 171, 231, 232, 240, 241, 261, 262, 264, 265, 266, 267, 271, 275, 281, 282, 283, 284, 288	\$ 35.00	\$ 35.00	
			There are significant expenses involved in delivering these courses (supplies, equipment, model fees, etc.)
ART 135	\$ 40.00	\$ 40.00	
Health Programs:			

CRAVEN COMMUNITY COLLEGE
Fees for 2015-2016

Associate Deg. Nursing (A.D.N.) 4 Semester Plan- beginning with Fall cohort	\$260/Sem	\$200/Sem	Nursing fee tied to each semester of both ADN and PN programs for supplemental instruction/assessment/testing/e-texts for nursing students. NUR 111; one of these NUR 112, 114; one of these NUR 113, 211, 212; NUR 213.		
Practical Nursing (PN)	\$344/Sem	\$125/Sem	Nursing fee tied to each semester of both ADN and PN programs for supplemental instruction/assessment/testing/e-texts for nursing students. NUR 101, 102, 103. Changed company - reduced cost.		
NUR 214	\$ -	\$ 300.00	Supplemental instruction to be offered for transition students. Software to assist LPN in achieving Associate Degree in Nursing (A D N).		
Nursing Admissions Test (TEAS)	\$ 25.00	\$ 55.00	The fee for the test increased and this aligns us with other colleges.		
Nursing Math Test	\$ 4.00	\$ -	Test no longer required.		
Nursing Badge Replacement	\$ 50.00	\$ 50.00			
Medical Assisting MED 130 Course Fee	\$ 50.00	\$ 50.00	Medical Assisting fee tied to each semester for Northstar Learning supplemental instruction/assessment/testing for students.		
Career Programs:					
Automotive Lab Fees - AUT 114A, 116A, 141A, 151A, 163A, 181A, 221A, 231A, 141, 116, 151, 161, 163, 171, 183, 181, 221, 231	\$ 35.00	\$ 45.00	This increase in fee's will help defray the ever increasing costs of consumables needed to properly support these courses.		
Basic Law Enforcement Lab Fees	\$ 65.00	\$ 65.00	BLET class includes: CJC 100.		
Business Program Lab Fees - CTI 289, CTS 240, NET 125,126,225, 226; NOS 110, 130, 230	\$ -	\$ 10.00	We are requesting this new fee in order to help defray the costs associated with the maintenance of our Cisco and Microsoft Academy.		
Cosmetology Lab Fee: COS 112, 114, 116, 118, 119, 120, 125, & 126	\$ 10.00	\$ 10.00			
Cosmetology Lab Fee: COS 112A, 112B, 114A, 114B, 116A, 116B, 118A,& 118B	\$ 5.00	\$ 5.00			
Industrial Program Lab Fees					
Composite Manufacturing core classes: MEC 188, 189, 212, 215	\$ 225.00	\$ 275.00	This increase in fees will help defray the ever increasing costs of consumables needed to properly support these courses. Composite material costs have increased as much as 50% over the past year for some items that we need to support the class.		
Mechanical Engineering Tech, Electronic/ Electrical & Machining classes: BPR 111, 121, DDF 211, 212, 213, 214; DFT 111, 151, 152, 153; ELC 113, 117, 135, 138, 139; ELN 132, 133, 231, 232, 234, 260	\$ 25.00	\$ 35.00	This increase in fees will help defray the ever increasing costs of consumables needed to properly support these courses.		
Machining/Manufacturing classes: MAC 111, 112, 113, 122, 124, 241, 242, 243, 244, 245, 246,222,224, 234, 233; MEC 111; HYD 110	\$ 75.00	\$ 85.00	This increase in fees will help defray the ever increasing costs of consumables needed to properly support these courses.		
Machining/Manufacturing classes: MAC 111A, 111B, 112A, 112B, 113A, 113B,241A, 241B, 242A, 242B, 243A, 243B, 244A, 244B, 245A, 245B, 246A, & 246B	\$ 35.00	\$ 45.00	This increase in fees will help defray the ever increasing costs of consumables needed to properly support these courses.		
Welding Technology Program					

CRAVEN COMMUNITY COLLEGE**Fees for 2015-2016**

Welding Classes: WLD 110, 112, 115, 116, 121, 131, 141, 261	\$ 30.00	\$ 40.00	This increase in fees will help defray the ever increasing costs of consumables needed to properly support these courses.		
Welding classes: WLD 115A, 115B, 116A, 116B, 121A & 121B	\$ 15.00	\$ 25.00	This increase in fees will help defray the ever increasing costs of consumables needed to properly support these courses.		

Craven Community College

Fees for 2015-2016

Havelock:			
Aviation Sheet Metal Fabrication - ASMF-7138	\$ 70.00	\$ 65.00	Supply fee covers consumable materials.
Aviation Lab Fees	\$ 63.00	\$ 63.00	AVI 110, 120, 130, 230, 240, 250, 260 (includes 3 kits & lab consumables).
FAA Preparatory Exam	\$ 1,500.00	\$ 1,420.00	For the FAA General/ Power plant - AMPP 7191 and the FAA General/ Airframe - AMAF7193 - For each course a student is required to pay the 1,420.00 supply fee. The supply fee covers the consumable materials, FAA Power plant Exam fee and General Aviation Exam fee. These tests are all written exams.
Learning Support Center:			
Distance Education Fee	\$ 15.00	\$ 25.00	Per course in all on-line and hybrid Curriculum courses.
	\$ 15.00	\$ -	No longer required by the program. Per course in on-line Workforce Development courses of more that 12 hrs. (Bb or Moodle format). Ed2Go are exempt.
Workforce Development Fees:			
Activity Director	\$ 5.00	\$ -	No longer required by the program.
American Heart Assoc. Certificate Card	\$ 2.50	\$ 5.00	BLS for Health Care Providers, Advanced Cardiac Life Support Initial and Recertification, Pediatric Advanced Life Support Initial and Recertification, & HeartSaver (First Aid CPR, AED, Adult, PEDS, Infants, Adults).
Barber Board Student Permit Fee	\$ 25.00	\$ -	This fee is no longer handled by the College. The student goes directly to the Barbering Board.
BUS 3000 (lean Six Sigma Green, Black & Yellow Belt)	\$ 50.00	\$ -	No longer required by the program. Charged Per user in which Minitab software and CCC laptops are used by non-BSH students attending BSH led Six Sigma classes or other BSH training requiring use of minitab/laptops. (Covers appropriate portion of full annual Minitab software subscription.)
Comm In Diff Situations	\$ 56.00	\$ 56.00	I - Skills Zone Part Materials - from i-skillszone.com.
Conflict Resolution	\$ 25.00	\$ 25.00	Thomas Kilman Instrument from Sordill Consulting.
Core Communication	\$ 36.00	\$ 36.00	CORE Pac Materials - from Comskills.com.
CRC Certificate Exam Fee	\$ -	\$ 30.00	Reading for Information, Locating Information, and Applied Mathematics.
CRC Certificate replacement fee	\$ -	\$ 5.00	Required to replace lost certificate.
EKG Technician	\$ 10.00	\$ 10.00	
EKG Technician Refresher	\$ 10.00	\$ 10.00	
Employee Development	\$ 45.00	\$ -	DDI Participant Materials - from Dev. Dimensions International.
EMT Intermediate	\$ -	\$ 40.00	Supply fee to cover T-shirt with Craven logo and student name which identifies student status when in medical facility.
EMT /Paramedic Part 1	\$ -	\$ 40.00	Supply fee to cover T-shirt with Craven logo and student name which identifies student status when in medical facility.
Environmental Safety Diploma Certification	\$ -	\$ 30.00	Supply fee for Soil Sampling, Water Quality Analysis, and Site Survey.
Fire College T-Shirts & Meals	\$ 30.00	\$ 30.00	
HR Certificate Prep	\$ 440.00	\$ 480.00	SHRM Learning System - from Holmes Corp.
HR Management	\$ 75.00	\$ -	HRM Essentials - from Holmes Corp. No longer required by the program.
HVAC	\$ -	\$ 10.00	R-22 Refrigerant.
Key train	\$ 50.00	\$ -	No longer required by the program.
Leadership	\$ 40.00	\$ 40.00	Myers Briggs Type Indicator - Scoring & "Introduction to Type" from Sordill Consulting.
Medical Laboratory Procedure Tech	\$ 47.00	\$ -	No longer offered in Phlebotomy Program.
Medication Aide	\$ 5.00	\$ 5.00	
National Assoc. of Emer Medical Technician	\$ 15.00	\$ 15.00	PreHospital Trauma Life Support & Advanced Medical Life Support.
NCCER Construction 1	\$ 50.00	\$ 50.00	Supply fee to cover paint, boards, plywood, nails, etc.
NCCER Construction 2	\$ 50.00	\$ 50.00	Supply fee to cover drywall, insulation, trowels, drywall paste, etc.

CRAVEN COMMUNITY COLLEGE

Fees for 2015-2016

NCCER Welding	\$	120.00	\$	120.00	Supply fee for levels 1, 2, 3 & 4.		
Nurse Aid One	\$	15.00	\$	15.00	Supply fee and name tag.		
Nurse Aid Two	\$	15.00	\$	15.00	Supply fee and name tag.		
OBD class (On Board Diagnostic)	\$	16.50	\$	7.50	Fee decreased.		
30 Hr OSHA Construction card	\$	-	\$	5.00	Cost of card will now be passed on to the student, previously paid out of WFD funds.		
30 Hr OSHA General Industry card	\$	-	\$	5.00	Cost of card will now be passed on to the student, previously paid out of WFD funds.		
10 Hr OSHA Construction card	\$	-	\$	5.00	Cost of card will now be passed on to the student, previously paid out of WFD funds.		
10 Hr OSHA General Industry card	\$	-	\$	5.00	Cost of card will now be passed on to the student, previously paid out of WFD funds.		
Pharmacy Technician	\$	10.00	\$	10.00	Required for the program.		
Physical Therapy Technician	\$	8.00	\$	-	Includes \$3.00 fee for name tag - we no longer purchase name tags - students purchase their own.		
Phlebotomy	\$	50.00	\$	50.00			
Quick Books Familiarization	\$	5.00	\$	5.00	Quick Books Software.		
Small Engine Repair	\$	-	\$	10.00	Supply fee for hand tools and IPB.		
Veterinary Assistant	\$	-	\$	5.00	Due to rising cost of consumables: allows us to continue to offer a simulated clinical experience.		
Various	\$	15.00	\$	15.00	Sordill Consulting - cost per topic-some courses cover more than one topic.		
Communication	\$	15.00	\$	15.00	Personal Profile (DiSC)- Paper from Sordill Consulting.		
	\$	22.00	\$	22.00	Personal Profile (DiSC) - Online from Sordill Consulting.		
Time Management	\$	15.00	\$	15.00	Time Mastery Profile - Paper from Sordill Consulting.		
	\$	22.00	\$	22.00	Time Mastery Profile - Online from Sordill Consulting.		
Workkeys Assessment Tests:							
Applied Mathematics	\$	10.00	\$	10.00			
Applied Technology	\$	10.00	\$	10.00			
Locating Information	\$	10.00	\$	10.00			
Reading for Information	\$	10.00	\$	10.00			
Observation	\$	10.00	\$	10.00			
Team Work	\$	10.00	\$	10.00			
Business Writing	\$	10.00	\$	17.30	Cost of the exam.		
Listening and Writing	\$	10.00	\$	17.30	Cost of the exam.		
Listening Only	\$	10.00	\$	17.30	Cost of the exam.		
Writing Only	\$	10.00	\$	17.30	Cost of the exam.		



Craven Community College

County Budget Proposal

For Fiscal Year July 1, 2015 – June 30, 2016

Dr. Catherine Chew, President

Ms. Page Jones Varnell, Vice President of Administrative Services

Craven Community College 2015-2016: Overview and Key Budget Factors

OUR ACCOMPLISHMENTS (2014-15) AND OUR FUTURE - WHAT WE ARE EXCITED ABOUT!

- Strategic Plan - *Many Voices One Vision: Craven 2017* is our roadmap. A culture of accountability and transparency continues to be a priority. Budget management by supervisors is a work in progress. Three priorities of the strategic plan are:
 - Priority #1 - Teaching & Learning in the 21st Century
 - Priority #2 - Partnerships & Programs in a Diverse Community
 - Priority #3 - Resources & Development in a Global Economy
- A Few Accomplishments:
 - Academic Excellence & Retention
 - Improved outreach to students (Personal Phone Calls, Open House, Middle School & High School Visits, Early Alert)
 - SACSCOC (Accreditation reaffirmation planning)
 - New Programs/Directions
 - CAD Technology (AAS)
 - Honors Pilot
 - Criminal Justice & Basic Law Enforcement Training (BLET)
 - Commercial Driver's License & FedEx
 - Partnerships
 - Collaboration with Craven County Schools (Career & College Promise – 63 in Fall and 125 in Spring; Transition Counselor at West Craven and NBHS)
 - Wesleyan College (articulation agreement in process; full-time presence on New Bern Campus)
 - Resource Development
 - \$250,000 Duke Energy Grant
 - \$175,000 Endowment Established – Ruby Russell & Christine Ipock

METRICS FOR THE FOUNDATION AND ENDOWMENT

Value of Endowment in 2014 (*as of 9/30/14*) = \$1,884,975 

Value of Endowment in 2013 (*as of 9/30/13*) = \$1,855,904

2014-15 “Campus” Campaign Success (internal) = Exceeded \$50,000 Goal

- Final Amount Received = **\$53,601**  (*24% increase over 2013-14*)

2014-15 “Annual” Campaign Success (external) = Exceeded \$20,000 Goal

- Currently at **\$26,074** (*campaign runs through 6-3-0-15*)

3rd Class of VIP Ambassadors = 15 participants/graduates (*Congratulations Commissioner Liner! 😊*)

- Total Number of VIP's = 44

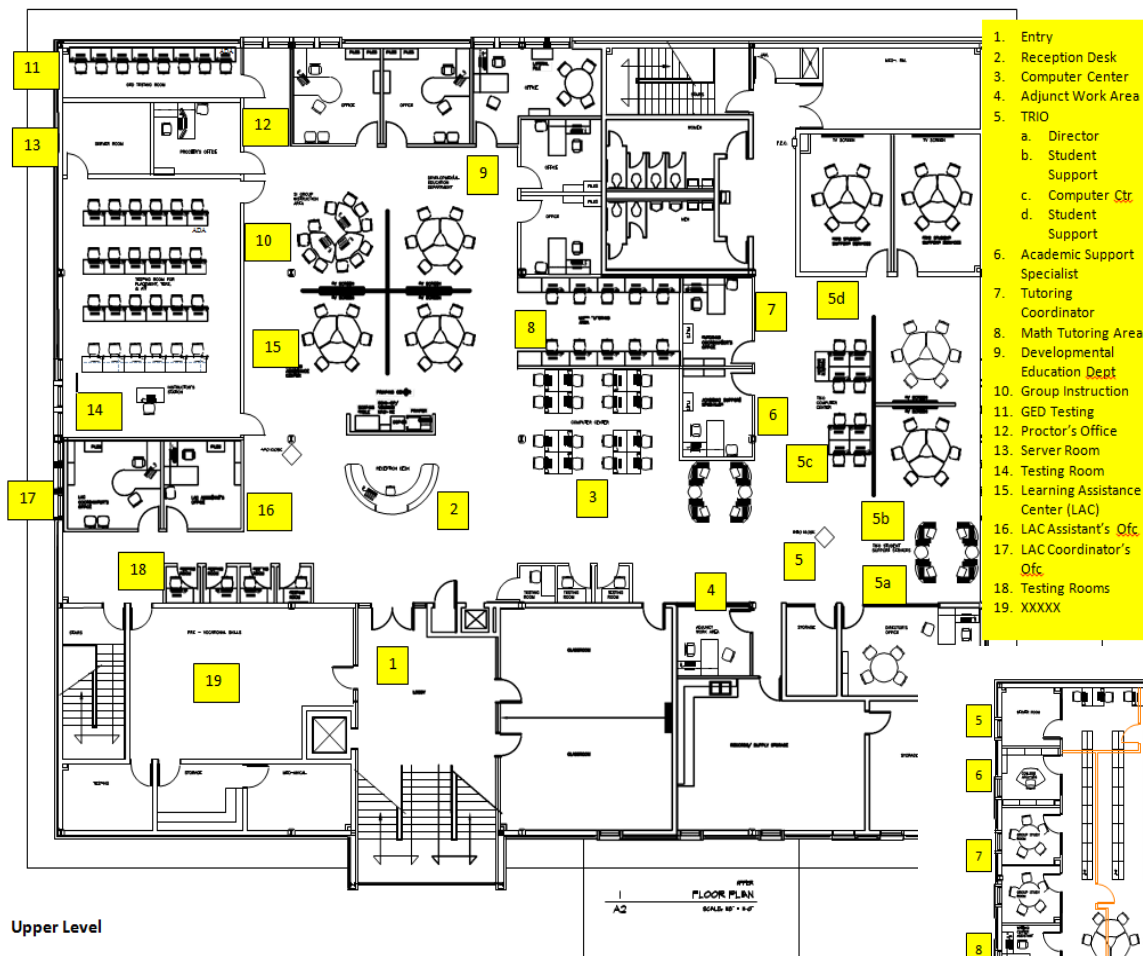
Community Fabric Awards (CFA) Sponsorships has grown each year!

- Total Sponsorships 2015 = \$65,750 

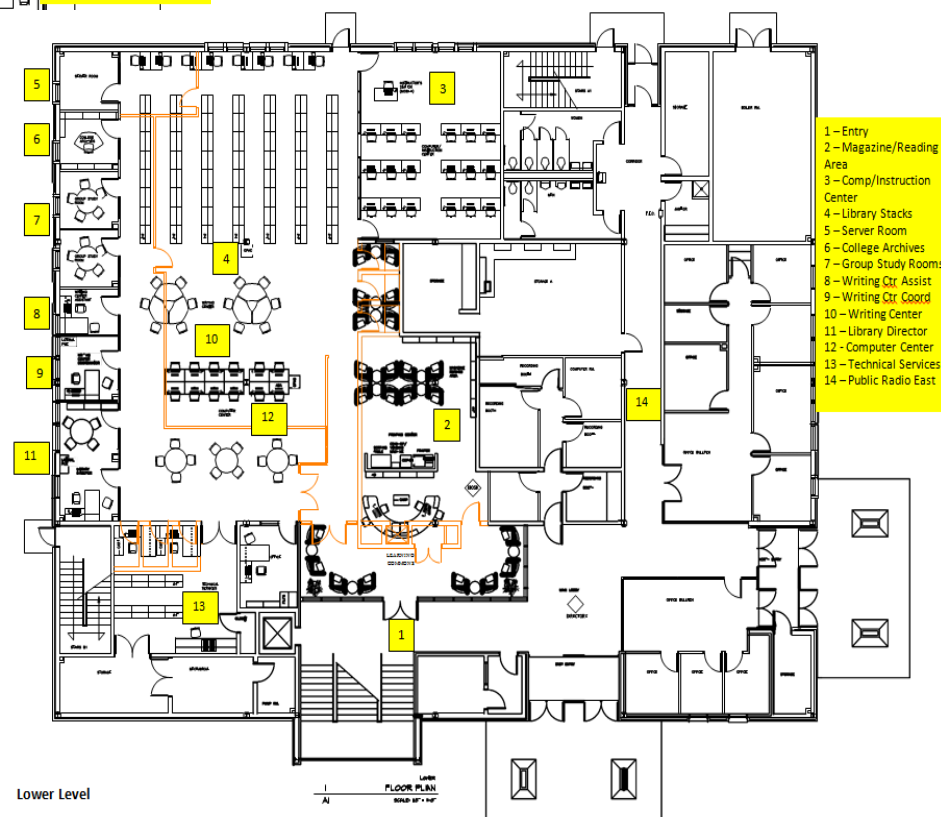
LOOKING AHEAD - WHAT ARE OUR CHALLENGES AND OPPORTUNITIES?

- **Resources (*Everyone's Challenge...STAYING THE COURSE!*)**
 - State Budget Refresher:
 - **2015-16 (\$300,000 anticipated shortfall & 2% holdback)**
 - **2014-15 (\$577,000 increase - \$178,448 reversion)**
 - **2013-14 (\$850,000 shortfall)**
 - **2012-13 (budget neutral)**
 - **2011-12 (\$1 million shortfall + \$161,909 reversion)**
 - **2010-11 (\$537,000 shortfall + \$283,264 reversion)**
 - **2009-10 (\$380,000 shortfall + \$625,575 reversion)**
- **Institutional Challenges & Opportunities (Systems/Efficiencies; Capacity Building; Succession Planning)**
 - Personnel - New President; Increase FT Faculty; Recruitment & Retirements
 - Students – Enhancing services; improving retention and completion
 - Enrollment – Degree-Seeking and Workforce Development Trends
 - Change - Pace, Uncertainty, Technology
 - Safety and Security (Emergency Management Plan & OSHA)
 - Aging Buildings & Preventive Maintenance
 - **Master Facilities Plan & STEM Building in Havelock**
 - **Library Renovation & Student Success Center (Integration of services including TRIO, Academic Skills Center, Writing Center, Testing Services, etc.)**

WE'RE EXCITED ABOUT THE LIBRARY RENOVATION & WEISSER STUDENT SUCCESS CENTER!!!



**Thanks
to the
Weissers!**

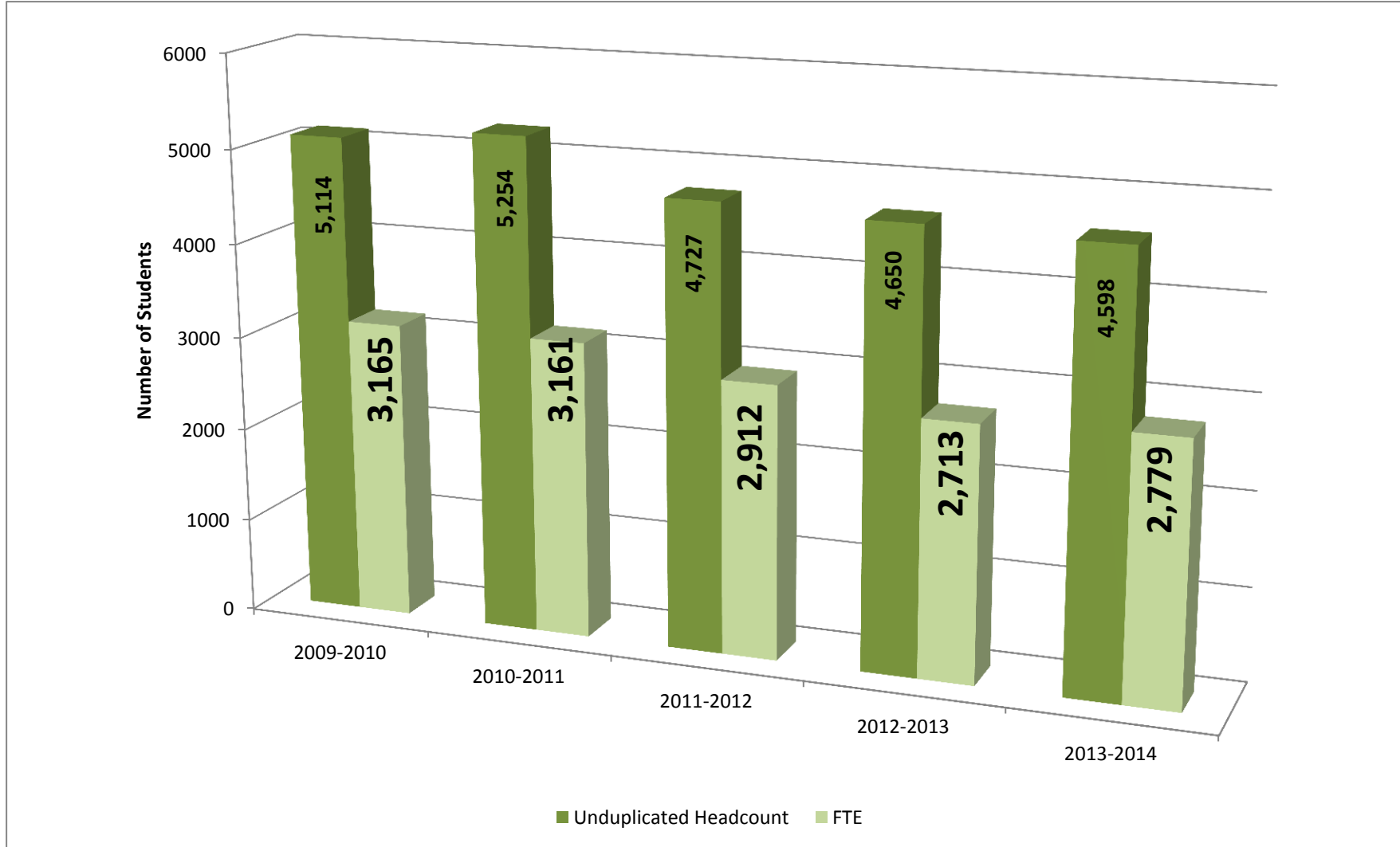


FACILITY IMPROVEMENTS – WE'VE MADE TREMENDOUS PROGRESS!

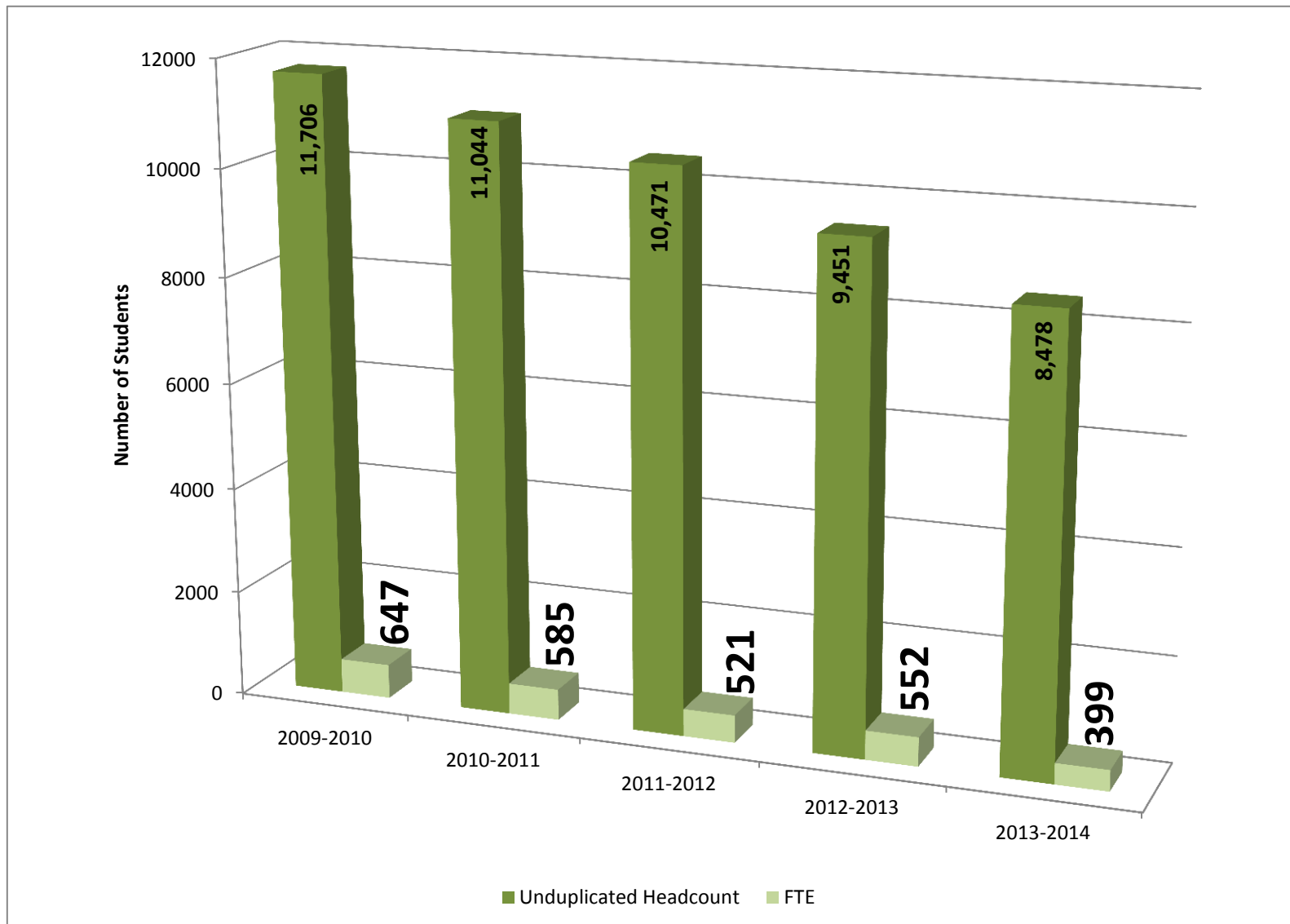


Craven Community College: Enriching Lives Creating Futures!

ENROLLMENT UPDATE & TRENDS: DEGREE-SEEKING STUDENTS

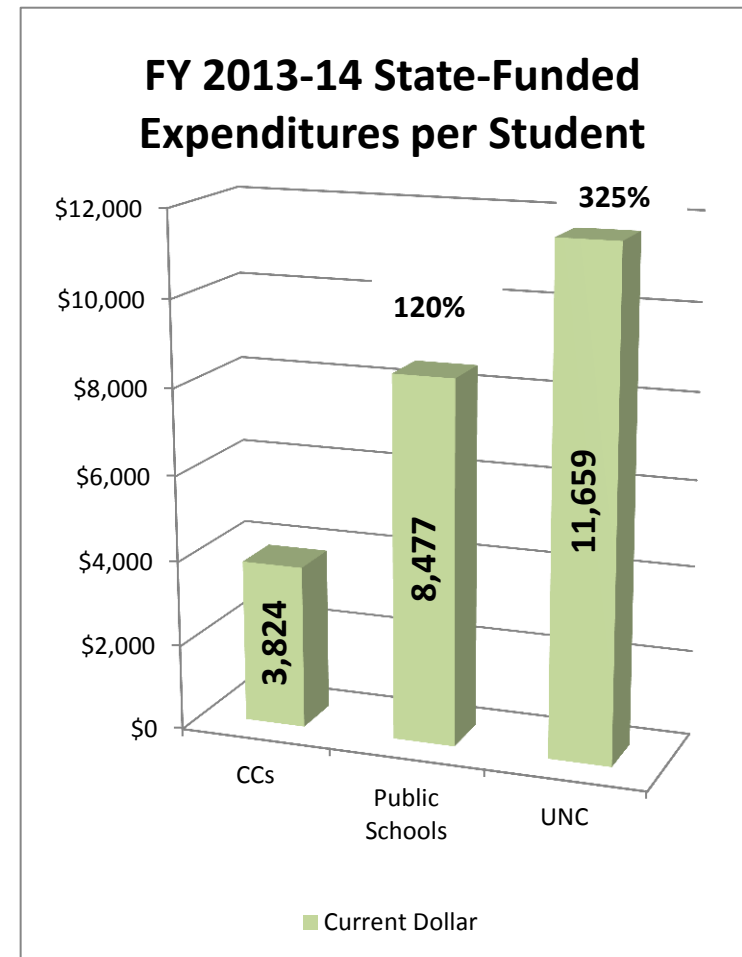
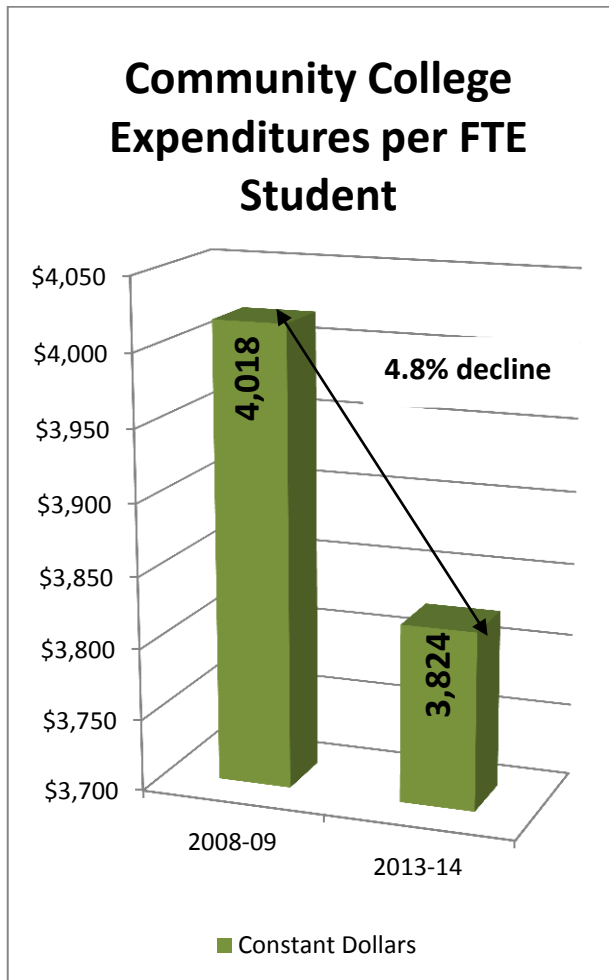


ENROLLMENT UPDATE & TRENDS: WORKFORCE DEVELOPMENT



Craven Community College: Enriching Lives Creating Futures!

State Funded Education Expenditures



Source: Fiscal Research Division, North Carolina Public Schools Expenditures: FY 2004-05 to FY 2013-14, January 8, 2015

Craven Community College: FY 2015-2016 Budget Request (Operations & Capital)

County Operating Allocation:

\$3,482,948.00 (FLAT)

Capital Projects:

- Brock/Student Center Chiller
- Orringer Classrooms
- Barker Boiler
- Kelso Classrooms/Bathrooms
- Havelock Chiller (Coils)
- Parking Lot Refurbishments
- Student Center Air Handlers 7 & 9

\$500,000 *(per 5 year plan)*

Total Operating and Capital Request for FY 2014-2015:

\$3,982,948

Special One-time Request for Consideration:

- STEM Building Study for Havelock Campus – Estimated Cost \$50,000

MAR 23 2015

RECEIVED

2 S. Salisbury Street
20601 Mail Service Center
Raleigh, NC 27699-0601
Telephone: (919) 807-7500
Fax: (919) 807-7647
Internet
<http://www.ncauditor.net>



Beth A. Wood, CPA
State Auditor

STATE OF NORTH CAROLINA
Office of the State Auditor

March 11, 2015

Dr. Catherine Chew, President
Craven Community College
New Bern, NC COURIER #16-62-01

Dear Dr. Chew:

We have completed our financial statement audit at Craven Community College for the year ended June 30, 2014. The results of our tests disclosed no deficiencies in internal control that we consider to be material weaknesses in relation to our audit scope at the College or any instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. These audit results were discussed with Christine Jonas on January 27, 2015 and will be included in a report for the College.

We express our appreciation to you and your staff for the cooperation extended to us during our audit. Please contact me if you have any questions or concerns about the audit.

Sincerely,

BETH A. WOOD, CPA
STATE AUDITOR

Ted F. Price

Ted F. Price, CPA
Audit Manager

BAW/TFP:dr

cc: Ms. Page Varnell, Vice President of Administrative Services

Copy for BOT

ASSOCIATE IN ENGINEERING: (A10500)

Fall 2015 - Summer 2016

General Education: 42 Credits + Other Hours: 18 Credits = Total for Graduation: 60 Credits

GENERAL EDUCATION CORE (42 SHC)

Universal General Education Transfer Component (34 SHC)

All Universal General Education Transfer Component (UGETC) courses will transfer to any one of the 16 UNC-System universities.

Exceptions: Courses which are not classified as UGETC are italicized.

English Composition: 6 SHC required

ENG 111	Writing and Inquiry	3
ENG 112	Writing/Research in the Disciplines	3

Humanities/Fine Arts: 6 SHC required

Select two courses from two different disciplines (prefixes).

Humanities: Choose One Course

ENG 231	American Literature I	3
ENG 232	American Literature II	3
PHI 215	Philosophical Issues	3
PHI 240	Introduction to Ethics	3
REL 110	World Religions	3

Fine Arts and Communication: Choose One Course

COM 231	Public Speaking	3
ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
MUS 110	Music Appreciation	3
MUS 112	Intro to Jazz	3

Social/Behavioral Sciences: 6 SHC required

Required:

ECO 251	Prin of Microeconomics	3
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Choose One Course:

HIS 111	World Civilizations I	3
HIS 112	World Civilizations II	3
HIS 131	American History I	3
HIS 132	American History II	3
POL 120	American Government	3
PSY 150	General Psychology	3
SOC 210	Intro to Sociology	3

Mathematics: 12 SHC required

MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

Calculus I is the lowest level math course that will be accepted by the engineering programs for transfer as a math credit. Students who are not calculus-ready will need to take additional math credits.

Natural Sciences: 12 SHC required

Chemistry

CHM 151	General Chemistry I	4
PHY 251	General Physics I	4
PHY 252	General Physics II	4

OTHER REQUIRED HOURS (18 SHC)

Academic Transition: 1 SHC required

ACA 122 College Transfer Success	1
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Pre-major Elective: 2 SHC required

EGR 150 Introduction to Engineering	2
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Other General Education and Pre-Major Elective Hours (15 SHC)

Select 15 SHC of courses from the following courses classified as pre-major, elective, or general education courses within the Comprehensive Articulation Agreement. Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Students should choose courses appropriate to the specific university and engineering major requirements.

BIO 111	General Biology I	4
CHM 152	General Chemistry II	4
COM 110	Introduction to Communication	3
CSC 134	C++ Programming	3
CSC 151	JAVA Programming	3
DFT 170	Engineering Graphics	3
ECO 252	Principles of Macroeconomics	3
EGR 220	Engineering Statics	3
EGR 225	Engineering Dynamics	3
EGR 228	Introduction to Solid Mechanics	3
HUM 110	Technology and Society	3
MAT 280	Linear Algebra	3
MAT 285	Differential Equations	3
PED 110	Fitness and Wellness for Life	2



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Office of the President

MEMORANDUM

TO: Board of Trustees

FROM: Catherine Chew

DATE: April 21, 2015

SUBJECT: Helmut and Carmen Weisser Naming Recommendation

Board of Trustees

Kevin Roberts
Chair

Rosanne Leahy
Vice Chair

Gary Baldree Sr.

Ken Crow

Jennifer Dacey

Ronald Knight

Carol J. Mattocks

Allison Morris

William W. Taylor

Chuck Tyson

Earline Sills Williams

Brenda Wilson

SGA President
Ex Officio

Jonathan Segal
Ex Officio

It is a great privilege to recommend to the Board of Trustees that we name the newly created Student Success Center in honor of *Helmut and Carmen Weisser*. They are making a substantial gift to the college's Foundation, which will be designated for the upcoming renovation of Barker Hall. The project will include a redesign and relocation of the current library to the first floor and it will allow for the creation of an integrated Student Success Center on the second floor providing learning support services and a one-stop location for students.

Let me share just a few highlights about this generous, thoughtful and kind couple whom I have grown to respect and admire during the past year. Helmut and Carmen are of German descent and they came to the United States when Bosch acquired the Stanley Tool manufacturing facility that is now B/S/H. An international couple who have traveled and lived throughout the world, they became US citizens and decided to make New Bern their home.

Fortunate for us, they have immersed themselves in the fabric of the community through participation in various non-profit Boards and events. Helmut serves as a Director on the CarolinaEast Foundation Board and he also volunteers with the USO. In 2014, Helmut was appointed to the college's Foundation Board and quickly became an active member of the Resource Development Committee. Since engaging with the college Helmut and Carmen make every effort to attend college events such as Community Day, the Congleton Student Quad Dedication and the Founders Day Ball to name a few. Additionally, they have recently established an endowed fund through the Foundation that awards a student scholarship annually.

Beyond the time they devote to others, as well as the financial gifts they have made to numerous organizations in Craven County, on a very personal level, I have found Helmut and Carmen to be an inspiration. It is rare to meet individuals in a lifetime that you find an immediate connection with and these two have been just that. They have genuine hearts of gold and their deep belief in and commitment to education will be exemplified through the Center. I appreciate the Board's consideration of the Student Success Center naming request in the Weisser's honor.

**Timeline for President's Annual Evaluation
and
Self-Evaluation of the Board of Trustees
2014-2015**

January 23, 2015	Advise Board at Annual Retreat of Trustee & President Evaluations for Review
April 21, 2015	Distribute "both" Evaluation Forms
May 8, 2015	Return "both" Evaluation Forms to Cindy Ensley
June 1, 2015	Personnel Committee Reviews the Results at its Regularly Scheduled Summer Meeting
June 23, 2015	Results Reviewed by the Full Board at its Regularly Scheduled Summer Meeting
June 25, 2015	Feedback to the President by the Chair and Vice-Chair
June 30, 2015	Chair Submits Letter to the NCCCS Office Indicating the Evaluation was Completed

Directions:

1. Complete the President's Annual Evaluation (3 pages) by marking the appropriate score clearly and adding any additional comments on the last page
2. Sign and date the document, if you desire; it is **NOT** required
3. Return in the self-addressed, stamped envelope by May 8, 2015

Directions:

4. Complete the Board of Trustees' Annual Self-Evaluation (2 pages) by circling the appropriate score
5. Sign and date the document (**REQUIRED**)
6. Return in the same self-addressed, stamped envelope by May 8, 2015

**PRESIDENTIAL EVALUATION
CONDUCTED BY BOARD OF TRUSTEES
CRAVEN COMMUNITY COLLEGE**

President's Name: Dr. Catherine Chew **Date:** April 2015

INSTRUCTIONS: Check the appropriate selection according to the following scale and provide additional comments.

RATING SCALE: 5 = Exceptional 2 = Working Toward Achievement
 4 = Exceeding Expectations 1 = Not Acceptable
 3 = Achieving Expectations N = Not Applicable/Not Observed

RELATIONSHIP WITH THE BOARD	
1. Keeps the Board informed on issues, needs and operation of the college.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Offers professional advice to the Board on items requiring Board action, with appropriate recommendations based on thorough study and analysis.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Interprets and executes the intent of Board policy.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
4. Supports Board policy and actions to the public and staff.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
5. Has harmonious working relationship with the Board.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
6. Keeps the Board informed of concerns about the college expressed by the public.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
COMMUNITY RELATIONSHIPS	
1. Gains respect and support of the community on the conduct of the college.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Develops friendly and cooperative relationships with news media.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Participates actively in community life and affairs.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
4. Achieves status as a community leader in education.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
5. Works effectively with public and private practices.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
PERSONNEL ADMINISTRATION	
1. Develops and executes sound personnel procedures and practices.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Fosters good staff morale and loyalty to the organization.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Treats all personnel fairly, while insisting on high performance of duties.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
4. Recruits and assigns the best available personnel in terms of their competencies.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
5. Delegates authority to staff members appropriate to the position each holds.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
6. Encourages participation of appropriate staff members and groups in planning, procedures and policy interpretation.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
7. Evaluates performance of staff members, giving commendation for good work as well as constructive suggestions for improvement.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
8. Takes an active role in development of salary schedules for all personnel and recommends to the Board the levels which, within budgetary limitations, will best serve the interest of the college.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
9. Creates a college environment that appreciates and reflects diversity in both the student body and the workforce.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N

INSTRUCTIONS: Check the appropriate selection according to the following scale.

RATING SCALE: 5 = Exceptional 2 = Working Toward Achievement
 4 = Exceeding Expectations 1 = Not Acceptable
 3 = Achieving Expectations N = Not Applicable/Not Observed

ACADEMIC ADMINISTRATION	
1. Understands and keeps informed regarding all aspects of the instructional program.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Implements the college's philosophy of education.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Participates with staff, board, and community in studying and developing curriculum improvement.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
4. Organizes a planned program of curriculum evaluation and improvement.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
5. Provides democratic procedures in curriculum work, utilizing the abilities and talents of the entire professional staff and lay people of the community.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
6. Exemplifies the skills and attitudes of a master teacher and inspires others to highest professional standards.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
FISCAL AND FACILITIES ADMINISTRATION	
1. Keeps informed on needs of the college program – plant facilities, equipment, and supplies.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Supervises operations, insisting on competent and efficient performance.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Determines that funds are spent wisely, and adequate control and accounting are maintained.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
4. Evaluates financial needs and makes recommendations for adequate financing.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
PERSONAL ATTRIBUTES	
1. Earns respect and standing among his/her professional colleagues.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Devotes his/her time and energy effectively to his/her job.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Demonstrates his/her ability to work well with individuals and groups.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
4. Exercises good judgment and the democratic processes in arriving at decisions.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
5. Defends principle and conviction in the face of pressure and partisan influence.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
6. Maintains high standards of ethics, honesty, and integrity in all personal and professional matters.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
RESOURCE DEVELOPMENT	
1. Seeks supplemental funding sources to support the College's Mission.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
2. Cultivates relationships with individuals and the business sector to support major gifts to the college.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
3. Grows the Foundation Endowment.	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N
OVERALL GENERAL ADMINISTRATION/ LEADERSHIP	
1. Management techniques and style of day-to-day administration; institutional leadership; institutional planning and goal setting;	☐ 5 ☐ 4 ☐ 3 ☐ 2 ☐ 1 ☐ N

adhering to and implementing board policy, etc.

COMMENTS:

(Please add any additional comments regarding the President's performance and identify any personal strengths and/or areas of concern.)

Signature (optional)

Date

Craven Community College Board of Trustees
Self-Evaluation
Spring 2015

Please provide your honest feedback about the Board and the College. Below is a list of qualities exhibited by well-run boards. First, please rate our Board as follows: 4 = agree – this is strength of ours; 3 = agree – we do a good job of this; 2 = agree – but we need to improve; 1 = this item needs immediate attention; 0 = don't know. Second, in the comment section on this questionnaire, please clarify any responses you wish and make any suggestions you have to improve our Board.

1. The Mission Statement is clear to the Board and the staff.
1 2 3 4
2. The Board fully understands its roles and responsibilities.
1 2 3 4
3. The entire Board is involved in the decision-making of the Board.
1 2 3 4
4. Board meetings are well organized and an effective use of my time.
1 2 3 4
5. A climate of mutual trust and respect exists between the Board and the President.
1 2 3 4
6. Differences of opinion are voiced and discussed in a welcoming atmosphere.
1 2 3 4
7. The Board has an effective process for evaluating the President annually.
1 2 3 4
8. The Board has a clear set of goals and measures progress them.
1 2 3 4
9. The Board is kept informed about the issues important to the College.
1 2 3 4
10. The Board understands the differences between its responsibilities and those of the staff.
1 2 3 4
11. Board members understand budgets and financial reports.
1 2 3 4
12. An annual effective self-evaluation and developmental process is in place for the Board.
1 2 3 4
13. The Board committees are well organized and effective.
1 2 3 4
14. Regular and timely reports are received on all matters important to the Board.
1 2 3 4
15. Each member of the Board feels involved and interested in the Board's work.
1 2 3 4
16. Board meetings facilitate focus and progress on important College issues.
1 2 3 4



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To: Craven Community College Board
of Trustees
From: 2014-2015 Student
Government Association Executive
Board
Date: April 21th, 2015
Subject: Student Government
Association Report for the 2014-2015
Academic Year

SGA

The SGA consists of a full Executive Board and a Senate, comprising of these members:

- Alison Grose – President
- Josiah Trombley – Vice President
- Megan Grisham – Treasurer
- Bonita Simmons – Secretary
- Adan Ochoa – Parliamentarian
- Emily Varnell – Historian
- Ben Morrow – Senator
- Thomas Ashworth – Senator
- Tucker Mentink – Senator
- Alexa Tarplee – Senator

During the school year, the SGA sponsored the following events:

- An “Inequality for All” screening on September 4th, 2014. We had a panel of various CCC faculty members present to answer any questions students had after the screening.
- “SGA’s Christmas Party” on December 4th, 2014 was a successful; event with approximately 100 participants.
- “Field Day with SGA” in spring 2015 to coincide with the Spring Health Fair was negated due to budget cuts.
- Implemented community service in which the SGA worked alongside the following organizations: Religious Community Services and Seeds Ministry’s LOVE Craven project.
- Held fundraisers at the beginning of each month offering Subway lunches.
- “Say Hey to SGA Day” on March 11th, 2015 to welcome students to the new SGA office location.



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Clubs

The following student clubs have been active during the 2014-2015 academic year:

- Automotive Technology Club
- CCC Ambassadors
- Criminal Justice Society
- ENCORE!
- Gaming Club
- HIT Club
- Machinist Club
- Panthers Baseball
- Phi Theta Kappa – Honor Society
- Robotics Club
- Science Club
- SkillsUSA
- Student Nursing Association
- Study Abroad Club
- TrIO Student Leadership Club
- The Wave Club

The Student Government Association has pressed the matter of club involvement within student life at Craven Community College. The clubs have been integrated in campus activities by giving out information about their clubs, enacting fund-raisers, and hosting and participating in events and other activities.

Campus Matters

- The SGA and students are awaiting a resolution regarding the lunch traffic concern.
- On behalf of student raised concerns, the SGA notified CCC administration of a need for a different or additional designated smoking area.
- The SGA implemented a Club Point System to encourage involvement between the SGA and CCC clubs.
- The SGA was given an office location in the Student Center to promote a stronger connection between the SGA and the student body. Also allowing the SGA to have a more productive working environment.
- The SGA proposed a Latin Honors system, which will be implemented during the spring 2015 semester and will be recognized during the spring 2015 commencement ceremony.



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Goals and Accomplishments

Throughout the 2014-2015 school year, the SGA maintained a strong presence within the College and at the N4CSGA division meetings and conferences. SGA President Alison Grose was awarded the Daryl Mitchell Outstanding Student Award, and Treasurer Megan Grisham was awarded the Ray Jefferies Award, collaboratively earning two out of nine statewide awards. During the spring 2015 semester, Adam Garfinkel joined the SGA as a new faculty Co-Advisor. The SGA has elected the executive board for the 2015-2016 academic school year. The SGA is currently making revisions to the Constitution and Bylaws to create a more accurate and up-to-date representation of the organization.