

AGENDA

**BOARD OF TRUSTEES
FALL MEETING – OCTOBER 21, 2014
CRAVEN COMMUNITY COLLEGE
6:00 PM – DINNER, NAUMANN COMMUNITY ROOM
(GUEST SPEAKER: DR. SCOTT RALLS)
7:00 PM – BUSINESS MEETING, WARD BOARDROOM
NEW BERN CAMPUS**

- I. Call to Order *Bill Naumann, Chair*
- II. Roll Call *Catherine Chew, Secretary*
 - A. Agenda Review/Conflict of Interest Declaration *Bill Naumann, Chair*
 - B. Public Comment
- III. Consent Agenda (*motion*) *Bill Naumann, Chair*
 - A. Approval of Board of Trustees Meeting Minutes (June 23, 2014)
 - B. Approval of Special Called Trustees Meeting Minutes (September 22, 2014)
 - C. Approval of Committee Meeting Minutes
 - a. Finance Committee (September 8, 2014)
 - b. Personnel Committee (September 8, 2014)
 - ~ Board Resolution on President's Performance
 - c. Facilities Committee (September 15, 2014)
 - d. Academic and Student Affairs Committee (September 22, 2014)
- IV. Presidential Search
 - A. NCCCS Search Process Update *Bill Naumann, Chair*
 - B. Introduction of Shoemaker & Associates Search Firm *Bill Naumann, Chair*
 - C. Assessment Tool Results *Shoemaker & Associates*
 - D. Attributes Discussion *Shoemaker & Associates*
 - E. Next Steps *Shoemaker & Associates*
- VI. 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

BOARD OF TRUSTEES MEETINGS AND CONFERENCES

- October 17-18, 2014 Chili Festival in Havelock
- October 21, 2014
6:00 pm (dinner)
7:00 pm (meeting)
Fall Board of Trustees Dinner/Meeting
Naumann Community Room
Ward Boardroom
- October 22-25, 2014 2014 ACCT Annual Leadership Seminar
Chicago, IL
- October 30, 2014 Aviation Program Luncheon/Fundraiser
Havelock IAT Hangar
- December 1, 2014
4:00 pm – 5:00 pm
Finance Committee Meeting
Ward Boardroom
- December 1, 2014
5:00 pm – 6:00 pm
Personnel Committee Meeting
Ward Boardroom
- December 15, 2014
4:00 pm – 5:00 pm
Facilities Committee Meeting
Ward Boardroom
- December 15, 2014
5:00 pm – 6:00 pm
Academic & Student Affairs Committee Meeting
Ward Boardroom
- December 24, 2014 –
January 2, 2015
College Closed for Administrative Leave
- January 23, 2015
8:30 am – 4:30 pm
Annual Board Retreat and Winter Meeting
TBA

Section II

BOARD OF TRUSTEES

ROLL CALL

October 21, 2014

Mr. Gary Baldree

Judge Ken Crow

Mr. Ronald Knight

Ms. Rosanne Leahy

Ms. Carol Mattocks

Ms. Allison Morris

Mr. Bill Naumann

Mr. Kevin Roberts

Mr. Bill Taylor

Mayor Chuck Tyson

Ms. Earline Sills Williams

Ms. Brenda Wilson

Ms. Alison Grose, SGA President

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?

Thomas L. Blickensderfer
7 Cherokee Dr
Havelock, NC 28532

October 20, 2014

Bill Naumann, Chairman
Board of Trustees
Craven Community College
800 College Court
New Bern, NC 28562

Dear Chairman Naumann,

My name is Tom Blickensderfer of Havelock, NC, and I am the father of one of the students in the Craven Community College (CCC) Compensatory Education (CED) Program on the Havelock campus. The CED Program is designed specifically for adults with intellectual disabilities, with focus on continued training in life skills and basic academics. The CED Program has been a God-send for my mentally disabled daughter and her 8-9 Havelock classmates. This program has allowed these mentally disabled adults to be exposed to academic and life skills, and the on-going nature of the program has allowed these "special" students to stay at varying levels of proficiency in these skills. These students who lived in various levels of isolation in the past, now enjoy comradeship with each other, and discuss news, sports, weather, and other topics from daily newspapers. Additionally, the CED Program has provided library use skills, continued exposure to the Craven County Literacy Council, and many other opportunities. The improved sociable nature of these students is a direct result of the Community College's CED Program, and has been a tremendous improvement in the quality of life for our mentally disabled adult children.

Unfortunately, the state has requested the CED Program be ended, replaced by a one-year employment-based Transition course, teaching resume writing, and academic and computer skills for the workplace. Even though the Human Resource Development (HRD) Career Readiness Program, which teaches resume writing, and academic/computer skills for the workplace, already exists, this new Transition course is set to replace the current CED Program January 2015. New Transition students must pass a written test and assessment to be admitted to this one-year course, and if accepted, must satisfactorily progress throughout the year, or be dismissed. Those completing the one-year course are then

graduated, with the expectation of finding employment with the assistance of local agencies such as Easter Seals if needed.

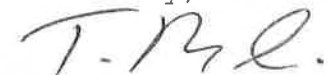
Most of the current CED students (autistic, Downs Syndrome, etc.) are mentally disabled to the point of either not being employable, or their family is not comfortable with them working unsupervised. Here are the three groups of mentally disabled CED students that we are concerned about, and who are in need of assistance: 1) do not pass the entrance test/assessment, 2) pass entrance test, but do not progress adequately, and are dismissed, and 3) successfully graduate the course, but family is not comfortable with them working unsupervised.

For about 17 years the Craven Community College has done an outstanding job in its contribution to the community in providing this on-going CED Program to our mentally disabled citizens, and we sincerely thank you for your support. We, the parents, would like to see the CED Program, or something like it, continue to give community support to these mentally disabled adults. We understand classroom space is limited in Havelock, however, a recent hourly survey shows 1-2 empty classrooms each hour between 8 am and 3 pm. This does not include any empty special use classrooms such as computer labs or engineering/nurse training/biology rooms.

It is requested the Compensatory Education Program be allowed to continue under the Work Force Development, by combining the new Transition course with the existing HRD Career Readiness Program, at both the Havelock and New Bern campuses of Craven Community College. This will provide community support in the form of on-going education in life skills and basic academics for our intellectually disabled adult children. If the teacher salary of this additional class is a financial impossibility, it is requested that a classroom be provided at each campus, and the parents will attempt to obtain local contributions to hire their own teacher.

On behalf of our adult mentally disabled children, thank you for your time.

Sincerely,



Tom Blickensderfer

Cc: Dr. Catherine Chew

Section III

CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF SPRING MEETING
JUNE 23, 2014

The Craven Community College Board of Trustees held its summer meeting on Monday, June 23, 2014 in the Ward Boardroom of the Brock Administration Building on the campus of Craven Community College with Board Chairman Bill Naumann presiding. The business meeting was called to order at 3:00 pm.

Roll Call

Dr. Catherine Chew called the roll.

Members present were: Mr. Gary Baldree, Judge Ken Crow, Mr. Ron Knight, Ms. Rosanne Leahy, ~~Judge Peter Mack Jr.~~, Ms. Carol Mattocks, Ms. Allison Morris, Mr. Bill Naumann, Mr. Kevin Roberts, Mayor Chuck Tyson, Ms. Earline Sills Williams, Ms. Brenda Wilson, and ~~SGA~~ President.

Others present were: Dr. Catherine Chew, President; Mr. David Ward, Attorney, Ward and Smith; Ms. Page Varnell, Vice President of Administrative Services; Ms. Judy Eurich, Executive Director of Institutional Advancement; and Ms. Cindy Ensley, Executive Assistant to the President and Board of Trustees. Chairman Naumann declared a quorum present for the meeting.

Agenda Review/Conflict of Interest Declaration

- A. Chairman Naumann reviewed the agenda and read the conflict of interest declaration. No conflicts noted by members.
- B. No public comment.

Consent Agenda

- A. Approval of minutes from the Board of Trustees meeting April 15, 2014
- B. Approval of Personnel Committee Minutes and Recommendations

Chairman Naumann called for approval of the minutes and associated committee minutes and recommendations. Motion by Trustee Knight; second by Trustee Wilson; motion passed unanimously.

New Business and Discussion Items

A. Financial Reports

a. Ms. Varnell asked for questions regarding the financial reports for period ending May 8, 2014 sent to the Trustees prior to the meeting. Chairman Naumann called for approval of the financial reports. Motion by Trustee Roberts; second by Trustee Tyson; motion passed unanimously.

b. Chairman Naumann asked for a motion to approve the write-off report sent to the Trustees prior to the meeting. Motion by Trustee Mattocks; second by Trustee Baldree, motion passed unanimously.

c. Ms. Varnell gave a status report on the state and county budgets for 2014-2015. The State budget is awaiting approval. The County approved funding to the College including capital improvements, a deputy sheriff (resource officer) for the Havelock campus (this was budget neutral and did not require additional funds be allocated to the college), and an additional \$100 for fulltime employees provided with the county supplement in December.

d. Ms. Varnell gave a brief overview of the 2010 Mercer Study (evaluation tool used to align positions and salary ranges). Phase I was implemented previously but Phase II has been on hold for the past two years due to funding. Ms. Varnell requested Board approval to implement the salary adjustments for the 21 employees who were still eligible for Mercer Phase II. Chairman Naumann asked for a motion to approve the implementation of Phase II of the Mercer Study effective July 1, 2014. Motion by Trustee Mattocks; second by Trustee Leahy, motion carried.

B. Program Audit Review 2013-2014 – Dr. Chew shared the positive results of the recent educational program audit with no audit exceptions or areas of concern identified. In a letter from Jennifer Haygood, Chief Financial Officer, NC Community College System, the college staff was commended for the excellent manner in which the college followed record-keeping procedures as prescribed by the State Board of Community Colleges.

C. Foundation – Judy Eurich requested approval of Lyle Schulze to the Foundation Board of Directors as presented in his bio. Chairman Naumann asked for a motion to approve Lyle Schulze to the Foundation Board of Directors. Motion by Trustee Knight; second by Trustee Roberts, motion passed unanimously.

Chairman Naumann presented a resolution for review naming the president of the Foundation Board to the College Board of Trustees as an ex officio non-voting trustee. He explained the

reciprocal agreement with his position on the Foundation Board as College Board Chairman. Trustee Baldree motioned to approve the resolution as presented; second by Trustee Sills-Williams, motion passed unanimously

D. Nominating Committee Recommendations 2014-2015 – Trustee Sills-Williams, chair of the committee, thanked Trustee Leahy and Trustee Crow for their assistance. She presented the following for approval:

Bill Naumann, Board Chairman

Kevin Roberts, Personnel Committee Chair

Brenda Wilson, Finance Committee Chair

Gary Baldree, Facilities Committee Chair

Earline Sills-Williams, Academic & Student Affairs Committee Chair

Trustee Sills-Williams motioned to approve the slate as presented with committee members remaining the same; second by Trustee Knight. Chairman Naumann asked Trustee Sills-Williams to amend her motion as the duty of the Nominating Committee does not include naming the committee members, only the chairs. Trustee Sills-Williams amended her motion to approve the slate of chairs as presented; Trustee Knight seconded the amendment and the amended motion passed unanimously. Chairman Naumann reminded trustees to notify him of interest serving on any of the four standing committees.

Reports

A. President – Dr. Chew reported on summer enrollment with increases in FTE and headcount from summer 2013. She discussed Craven's participation with Robeson, Pitt, Davidson and Wayne community colleges in the TARP Grants giving kudos to Jim Millard and Monica Minus for their leadership in these initiatives. A follow-up meeting will be held in October with the law enforcement agencies to review progress made on the areas of concerns voiced at the April meeting. Dr. Chew noted recent gifts to the College through the Foundation. She asked Judy Eurich to elaborate on the Garden Party and the Community Day/50th Anniversary Celebration events. The Board of Trustees expressed an interest in having a participative role in the 50th Anniversary Celebration.

B. Attorney – Mr. David Ward updated the Board on the Barber Board issue.

Closed Session – {G.S. 143-318.11(a) (6)} - Chairman Naumann asked for a motion to enter into closed session. Trustee Knight motioned; Trustee Mattocks seconded and the motion was unanimously passed. Chairman Naumann announced a brief recess before entering into closed session. Following the closed session of the meeting of the Board of Trustees, the Board reconvened in the regular session to discuss and consider the combined results of the self-evaluation by the Board. In a number of areas, the Board evaluation was above that of the evaluation done last year. The self-evaluation being considered was for the period of Spring 2014 and was compared to that of Fall 2012. A couple of areas were lower.

After a full and complete discussion of the results and the opinions of the Board members, the Chairman and the Board agreed on a work plan to improve the education of new members and to take full advantage of the skills and experience of the other Board members.

Adjournment

With no further business to be presented, Chairman Naumann called for a motion to adjourn during closed session. Motion by Trustee Sills-Williams; second by Trustee Knight. Motion unanimously approved and meeting adjourned by Chairman Naumann at 5:00 pm.

Respectfully submitted:

Bill Naumann, Chair
June 23, 2014

Catherine Chew, Secretary
June 23, 2014

ce 7/23/14

CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES OF SPECIAL CALLED MEETING
SEPTEMBER 22, 2014

The Craven Community College Board of Trustees held a special called meeting on Monday, September 22, 2014 in the Ward Boardroom of the Brock Administration Building on the campus of Craven Community College with Board Chairman Bill Naumann presiding. The business meeting was called to order at 3:30 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. Bill Naumann, Mr. Kevin Roberts, Mayor Chuck Tyson, Ms. Earline Sills Williams, Ms. Brenda Wilson, and Mr. William Taylor.

Others present were: Dr. Catherine Chew, President; Ms. Page Varnell, Vice President of Administrative Services; Mr. David Ward, Attorney, Ward and Smith; Ms. Cindy Ensley, Executive Assistant to the President and Board of Trustees. Chairman Naumann declared a quorum present for the meeting.

Agenda Review/Conflict of Interest Declaration

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

B. No public comment.

Consent Agenda

A. Approval of Board of Trustees Special Called Meeting Minutes of August 4, 2014

Chairman Naumann called for approval of the minutes (attached). Motion by Trustee Kevin Roberts; second by Trustee Rosanne Leahy; motion passed unanimously.

Attorney David Ward read the minutes of the closed session of June 23, 2014. Chairman Naumann called for approval of the minutes. Motion by Trustee Brenda Wilson; second by Trustee Kevin Roberts; motion passed unanimously.

Foundation Board Member Nominations

Chairman Naumann presented Brent Davis, David McFadyen, Jr., and Tammy Sherron for approval as board members to the CCC Foundation Board of Directors (attached). Trustee Chuck Tyson motioned to approve; Trustee Ron Knight seconded the motion; motion passed unanimously.

Presidential Search

A. Search Firm Discussion/Selection

Chairman Naumann reviewed the search process distributed previously (attached). He also presented an overview of the search firm information gathered for presentation to the Board as instructed in the August 4, 2014 board meeting (attached). Proposals were received from four firms – RPA, Pauly Group, Shoemaker/Cornerstone, and Sockwell Partners with costs ranging from \$37,500 plus expenses to \$68,000 plus expenses. Chairman Naumann reported he had spoken with each firm 2-3 times and had received good reference checks on each. After in-depth discussion, Trustee Earline Sills-Williams motioned to enter into a contract with Shoemaker/Cornerstone at a fee of \$37,500 plus expenses; Trustee Kevin Roberts seconded the motion; the motion passed unanimously. Chairman Naumann will contact Larry Shoemaker to complete the contract and establish steps to move forward.

(Trustee Chuck Tyson left the meeting at 4:30 due to a prior commitment.)

B. Search Committee Selection

Chairman Naumann presented a proposed search committee for discussion (attached) and subsequent approval. Chairman Naumann explained that the Search Committee will work closely with the Search Firm (Shoemaker/Cornerstone) and will be responsible for reviewing all applications and selecting/interviewing the semi-finalists during the initial phase. The Search Committee will recommend to the full Board of Trustees a slate of candidates to be interviewed in the final phase of the process. The full BOT makes the final decision regarding the Presidential selection. After some discussion among the trustees, the Search Committee was finalized with eleven members as follows:

Bill Naumann, Rosanne Leahy and Ronald Knight – College Board of Trustees
Page Varnell - College Administration
Beth Andrews - College Faculty

Craven Community College
Board of Trustees Special Called Meeting Minutes
September 22, 2014
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Nancy Alexander – New Bern Chamber of Commerce (Small Business and health care perspective)
Stephanie Duncan – Havelock Chamber of Commerce (Small Business and College Foundation perspective)
Mary Beth Fennel – Fleet Readiness Center - East (Military perspective)
Thomas Mark – Chair of Craven County Commissioners (County perspective)
Todd Bradley – Principal of Craven Early College (Board of Education perspective)
John Wilson – Human Resources Director of B/S/H/ (Large business and manufacturing perspective)

Trustee Bill Taylor motioned to accept the Search Committee as finalized; Trustee Sills-Williams seconded the motion; the motion passed unanimously. Chairman Naumann will contact each search committee member for acceptance and agreement to participate in the process.

Goal Setting for 2015

Chairman Naumann presented a copy of the College Foundation Strategic Goals as an FYI item and suggested that the Board of Trustees might want to consider a similar format in the future. Discussion will ensue later on specific measurable goals for the Board and its committees.

Adjournment

With no further business to be presented, Chairman Naumann called for a motion to adjourn. Motioned by Trustee Carol Mattocks, seconded by Trustee Earline Sills-Williams and unanimously approved, the meeting adjourned at 4:58 pm by Chairman Naumann.

Respectfully submitted:

Bill Naumann, Chair
September 22, 2014

Catherine Chew, Secretary
September 22, 2014

ce 10/15/14

AGENDA

FINANCE COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
Monday, September 8, 2014 at 4:00 P.M.

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

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

- | | |
|---|-----------------------------|
| I. Call to Order | <i>Brenda Wilson, Chair</i> |
| II. Members Present | <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 – August 31, 2014) (<i>motion</i>) | |
| B. Write-Offs and Uncollectable Accounts (<i>motion</i>) | |
| C. Cash Balances (<i>info</i>) | |
| IV. Budget Report (System Office) | <i>Page Varnell</i> |
| IV. Enrollment Update | <i>Catherine Chew</i> |
| V. 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
SEPTEMBER 8, 2014 AT 4:00 P.M.**

- I. Acting Chair Chuck Tyson called the meeting to order at 4:05 pm.
- II. Members Present: Judge Ken Crow, Ms. Rosanne Leahy, Mr. Bill Taylor, Mayor Chuck Tyson, ~~Ms. Brenda Wilson~~, and Board Chair Bill Naumann.
Others Present: Dr. Catherine Chew, Ms. Page Varnell, Ms. Cindy Patterson, and Ms. Cindy Ensley. Acting Chair Tyson declared a quorum present for the meeting.
- III. Financial Reports
 - A. Year-to-date Budget Comparison Reports – State, County & Institutional
Ms. Page Varnell, VP of Administrative Services, presented an analysis of the budget versus expenditures from July 1, 2014 through August 31, 2014 (attached) indicating an overall expenditure of 13% of state funds, 16% of county funds, and 7% of institutional funds. She elaborated on several line items, including the \$383,379 hold-back recommended by the NC Community College System finance office. Discussion ensued regarding insurance coverage and competitive bids every four to five years. By motion of Trustee Crow, seconded by Trustee Leahy, all voted unanimously to bid out the insurance for next year.
Trustee Brenda Wilson joined the meeting at this point and assumed the chair's role.
 - B. Write-Offs and Uncollectable Accounts
Ms. Varnell discussed the uncollectable receivables (attached) indicating an YTD total of \$21,234 (July 2014-Sept 2014) as compared to \$25,869 (July 2013-Sept 2013). Concern was voiced on the amount of write-offs. Trustee Leahy suggested the write-offs be shown as a percentage for easier tracking. With no further discussion, Chair Wilson called for a vote to approve all reports presented. Trustee Tyson motioned, Trustee Taylor seconded, and the vote was unanimous.
 - C. Cash Balances
A report of the cash balances as of August 31, 2014 was presented (attached) with totals. Ms. Cindy Patterson, Executive Director of Financial Services and Purchasing, explained the deposit of \$35,000 at First Citizens Bank and that the remaining funds are deposited with the NC State Treasurer which traditionally has offered a higher rate of return on interest. The report was given for informational purposes only.
- IV. Budget Report (System Office)
With information received at the recent NCACCT seminar in Charlotte, Dr. Chew reported the 2015-2016 budget is a major concern for the NCCCS. Each college has been asked to submit their budget proposals for next year with a 2% reduction. The College presidents will be brainstorming to find viable options for reducing the budget and establishing the priorities for the Legislative long session.

V. Enrollment Update

Dr. Chew informed the Committee that an error occurred in the reporting process of Craven's fall enrollment numbers based on information reported from the Registrar's Office. Enrollment is actually down by 8% instead of being up slightly. She apologized for the misinformation. The overall system report for fall enrollment is unknown at this time, but will be shared with the Board of Trustees when it is provided to the colleges. An in-depth discussion ensued highlighting the various reasons for the reduced enrollment including the changing demographics, the job market, the new assessment instrument, etc. Dr. Chew reported she had visited Central Piedmont Community College while in Charlotte to explore a partnership with our aviation program.

VI. Adjournment

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

/ce

FY 2014-2015 Budget Comparison as of August 29, 2014 17% of year	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
		YTD	Balance			YTD	Balance			YTD	Balance			YTD	Balance	
Administrative																
Salaries & Benefits	753,778	124,569	629,209	17%	2,317,082	339,446	1,977,636	15%	3,327,837	552,107	2,775,730	17%	737,222	136,183	601,039	18%
519 Contracted Services	66,500	1,082	65,418	2%	175,743	14,528	161,216	8%	91,399	21,939	69,460	24%	7,629		7,629	0%
523 Instructional Supplies																
525 Motor Vehicle Supplies																
526 Office Supplies	4,030		4,030	0%	37,785	7,057	30,728	19%	36,771	384	36,387	1%	3,697	415	3,282	11%
527 Other Supplies	615	142	473	23%	75,369	13,755	61,614	18%	20,243	1,049	19,194	5%	705		705	0%
528 Audio-Visual Supplies																
531 Staff Development	33,280	675	32,605	2%	86,757	11,728	75,029	14%	97,011	5,704	91,307	6%	19,770	2,604	17,166	13%
532 Comm/Postage/Software					40,891	(2,478)	43,369	-6%	195	26	169	13%				
534 Printing & Binding	35,000	2,313	32,687	7%					1,289		1,289	0%	600		600	0%
535 Repairs & Maintenance					139,962	18,351	121,611	13%	17,356	98	17,259	1%	721	721		100%
536 Freight					25		25	0%					30		30	0%
537 Advertising	95,000	8,472	86,528	9%	6,500	723	5,777	11%	600		600	0%	3,000		3,000	0%
538 Data Processing																
539 Other Current Services	1,300	250	1,050	19%	51,275	9,714	41,561	19%	53,916	508	53,408	1%				
541 Rental of Property	350		350	0%												
543 Lease/Rental Other Equipme					39,000	7,318	31,682	19%	25,000	1,059	23,941	4%				
544 Data Processing Software	3,750		3,750	0%	95,007	18,504	76,503	19%	10,711		10,711	0%				
546 Memberships & Dues	20,660	9,217	11,443	45%	7,910	410	7,500	5%	12,800	6,614	6,186	52%	1,390		1,390	0%
548 NEIT Admin													198		198	0%
55x Equipment	1,786		1,786	0%	431,508	104,660	326,848	24%					23,000		23,000	0%
Total Administrative:	1,016,049	146,720	869,329	14%	3,504,814	543,715	2,961,099	16%	3,695,128	589,487	3,105,641	16%	797,962	139,922	658,040	18%
Instructional																
Salaries & Benefits									7,499,166	786,201	6,712,965	10%	686,401	116,981	569,420	17%
519 Contracted Services									40,976	1,104	39,872	3%	124,736	5,500	119,236	4%
523 Instructional Supplies					383,379		383,379	0%	172,099	9,195	162,904	5%	33,186	195	32,991	1%
524 Repair Supplies																

FY 2014-2015 Budget Comparison
County Funds
as of August 29, 2014
17% of year

FY 2014-2015 Budget Comparison August 29, 2014 17% 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	308,919	9,300	299,619	3%	613,063	88,952	524,111	15%	263,497	45,886	217,611	17%				
519 Contracted Services	79,500	6,449	73,051	8%	338,848	54,395	284,453	16%	97,800	7,692	90,108	8%				
521 Custodial Supplies/Uniforms					30,730	1,450	29,280	5%	1,374	1,374	0	100%				
522 Maintenance Supplies					54,000	5,940	48,060	11%								
523 Instructional Supplies																
524 Repair Supplies					10,000	1,923	8,077	19%								
525 Motor Vehicle Supplies	993	117	876	12%	13,800	2,620	11,180	19%	3,500		3,500	0%				
526 Office Supplies					400		400	0%	100		100	0%				
527 Other Supplies					12,600	2,069	10,531	16%	3,126	390	2,736	12%				
528 Audio-Visual Supplies																
531 Staff Development					5,350	90	5,260	2%								
532 Communication					76,500	13,269	63,231	17%								
533 Utilities					878,899	150,862	728,037	17%								
534 Printing & Binding																
535 Repairs & Maintenance	7	7		100%	498,205	43,278	454,927	9%	29,500	534	28,966	2%				
536 Freight																
537 Advertising																
538 Data Processing																
539 Other Current Services	2,500	213	2,287	9%	4,000	270	3,730	7%	2,000		2,000	0%				
541 Rental of Property	2,000	758	1,242	38%												
543 Lease/Rental Other Equipme					987	987		100%								
544 Data Processing Software																
545 General Admini (Insurance)	150,750	84,082	66,668	56%												
546 Memberships & Dues																
55X Equipment													500,000	7,216	492,784	1%
Totals	544,669	100,926	443,743	19%	2,537,382	366,104	2,171,278	14%	400,897	55,876	345,021	14%	500,000	7,216	492,784	1%
College Totals	Budget	Expenses	Remain Bal	% Spent												
Regular Operating	3,482,948	522,906	2,960,042	15%												
Capital Outlay	500,000	7,216	492,784	1%												

Craven Community College
Institutional Funds Budget
For the period July 1, 2014 through August 29, 2014

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	9,218.87	30,781.13	23.05%	150.87	42,187.26
01	134 Unrestricted Overhead Receipts	4,000.00		4,000.00	0.00%	130.83	4,020.74
01	136 Foundation	176,655.00	13,416.65	163,238.35	7.59%	28,447.76	152,657.59
01	137 Financial Aid Matching					2,317.71	2,317.71
01	221 Applied Music	900.00		900.00	0.00%	3.84	5,237.82
01	227 Extra Curricular Activities	22,406.00	17,886.29	4,519.71	79.83%	463.30	12,019.61
01	250 Curriculum-Self Supporting	380,000.00	117,072.45	262,927.55	30.81%	76,732.16	709,394.13
01	312 Fire College	4,500.00		4,500.00	0.00%	11.54	23,336.63
01	340 WFD-Self Supporting	180,505.00	40,295.18	140,209.82	22.32%	20,004.54	620,080.30
01	411 Learning Resource Center	1,850.00		1,850.00	0.00%	501.20	18,050.64
01	460 Customized Ind Train Support	37,755.00	1,345.34	36,409.66	3.56%	1,227.85	44,473.69
01	461 Small Business Support Fund	1.00		1.00	0.00%	0.06	116.10
02	131 College Work Study	79,198.00	10,825.33	68,372.67	13.67%	10,825.33	0.00
02	134 Restricted Overhead Receipts	53,907.00		53,907.00	0.00%	474.73	185,132.81
02	138 Returned Check Fee Fund	1,500.00	15.12	1,484.88	1.01%	598.07	16,518.43
02	139 Fndton Grants (Duke/NCCF)	5,399.00		5,399.00	0.00%		5,399.00
02	139 Harold H. Bate Grant	100,837.00		100,837.00	0.00%	47,600.00	53,236.80
02	220 NCSU Engineering	38,424.00	3,484.17	34,939.83	9.07%		11,832.89
02	227 ENCORE	20,000.00	(186.75)	20,186.75	-0.93%	0.99	1,995.30
02	228 Grants -NSF	243,364.00	12,129.65	231,234.35	4.98%	5,250.52	(4,314.06)
02	229 NCAMA Grant	27,973.00	21,537.53	6,435.47	76.99%	24,479.73	(5,044.11)
02	291 Specifc Fees - Lab/DE/ASC	445,000.00	23,546.13	421,453.87	5.29%	32,381.85	913,625.02
02	292 System-Wide Fees-Comp Tech	361,496.00	2,669.34	358,826.66	0.74%	13,423.91	691,545.06
02	293 Patron Fees	87,470.00	5,996.84	81,473.16	6.86%	3,377.98	201,862.85
02	314 Grants - Workforce Development	59.00		59.00		1.38	2,835.38
02	392 System-Wide Fees - WFD Comp	235.00		235.00	0.00%	90.77	11,715.12
02	521 C-Step Grant	10,000.00		10,000.00	0.00%		8,779.77
02	531 Professional Liability Ins	7,075.00		7,075.00	0.00%	2,246.81	5,094.19

Craven Community College
Institutional Funds Budget
For the period July 1, 2014 through August 29, 2014

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
02	532 Student Insurance	4,500.00		4,500.00	0.00%	1,010.44	1,321.89
02	533 Transcript Fees	33,500.00		33,500.00	0.00%	5,582.46	55,181.66
02	534 TRIO Grant	278,391.00	34,547.26	243,843.74	12.41%	13,828.70	(28,894.71)
02	790 Orringer Hall Fund	4,500.00	608.34	3,891.66	13.52%	357.43	14,451.27
02	791 Public Radio East	971,555.00	169,012.69	802,542.31	17.40%	60,906.24	28,086.04
02	795 Career Fair	500.00		500.00	0.00%	0.27	536.97
02	796 Testing Centers	9,800.00		9,800.00	0.00%	1,150.25	33,615.32
02	797 Public Radio East Foundation	682,650.00	64,790.99	617,859.01	9.49%	64,767.23	231,801.92
02	823 SEOG	96,485.00	16,417.20	80,067.80	17.02%		(16,417.20)
02	824 Pell	6,493,453.00	28,443.69	6,465,009.31	0.44%	28,443.69	0.00
02	830 NCCC Targeted Financial As	5,500.00	(500.00)	6,000.00	-9.09%	7,232.00	7,732.00
02	831 Golden Leaf Scholars	14,500.00		14,500.00	0.00%		0.00
02	833 NCCG	164,000.00	209.00	163,791.00	0.13%		0.00
02	834 Teacher Assistant Sch Fund	17,500.00	8,252.00	9,248.00	47.15%	2,250.00	(6,002.00)
02	835 State Aid Scholarships	172,000.00		172,000.00	0.00%		0.00
02	840 General Scholarships	164,355.00	2,584.13	161,770.87	1.57%	29,642.86	403,147.60
02	841 Endowment Scholarships	196,131.00	50.00	196,081.00	0.03%		2,669.12
05	710 Clearwire Distribution	3,500.00		3,500.00	0.00%	(277.87)	16,530.27
05	720 Bookstore	185,000.00	2,148.33	182,851.67	1.16%	4,217.73	615,230.62
05	730 Food Service	25,000.00		25,000.00	0.00%	2,013.03	2,063.36
05	740 Campus Access	65,000.00	42.54	64,957.46	0.07%	7,320.44	203,500.93
05	770 Student Activity Funds	150,000.00	9,860.46	140,139.54	6.57%	21,170.69	144,521.60
06	810 J. Wrenn Emergency Loan Fu	1,000.00		1,000.00	0.00%	117.93	43,467.95
07	910 Buildings & Grounds	1,613,776.00	343,897.70	1,269,878.30	21.31%	163,738.65	1,394,276.98
08	792 Public Radio East Endowment					28.54	57,767.49
08	850 Endowments	23,624.00	27,096.42	(3,472.42)	114.70%	3,305.42	1,902,415.34
Total		13,706,729.00	986,712.89	12,720,016.11	7%	687,549.86	8,848,972.71

REQUEST FOR APPROVAL
WRITE-OFF OF UNCOLLECTIBLE ACCOUNTS

October 2014 Board Meeting

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	INTL Tuition/Registration	ACTFE Activity Fee	CTFCU Computer Fee	CACCF Campus Access	BKST Books	DEFE Distance Fee	LABFA Lab Fee	SUMFE Summer Supply Fee	PLIAB Prof Lab Fee	FA Override	CTFCE Comp Tech Con ed	LASFH Lab fee	Total
XXXX154	2012SU	467.35	-	15.27	6.35	238.77	5.54	-	25.56	-	-	-	-	857.97
XXXX152	2012SU	21.11	-	5.63	5.40	7.88	1.70	-	1.18	-	-	-	-	33.00
XXXX151	2012SU	447.88	-	11.30	3.65	28.85	-	-	18.24	-	-	-	-	521.05
XXXX153	2012SU	148.52	-	11.30	3.08	108.13	10.55	-	7.26	-	-	-	-	283.08
XXXX155	2012SU	214.27	-	5.73	3.29	-	9.69	-	98.14	-	-	-	-	248.08
XXXX156	2012SU	15.43	-	-	-	-	-	-	-	-	-	-	-	15.43
XXXX157	2012SU	365.29	-	10.57	8.80	-	28.72	-	19.82	-	-	-	-	452.00
XXXX158	2012SU	153.61	-	5.28	3.30	-	9.90	-	9.90	-	-	-	-	178.69
XXXX159	2012SU	648.24	-	4.00	2.50	-	3.75	-	7.50	-	-	-	-	663.99
XXXX160	2012SU	112.37	-	-	-	-	-	-	5.63	-	-	-	-	118.00
XXXX161	2012SU	125.27	-	5.43	3.30	89.53	-	-	6.79	-	-	-	-	219.30
XXXX162	2012SU	208.00	-	8.00	5.90	-	30.00	10.00	20.00	-	-	-	-	296.00
XXXX163	2012SU	105.89	-	4.25	2.95	21.03	-	-	5.31	-	-	-	-	189.17
XXXX164	2012FA	-	-	-	-	278.35	-	-	-	-	278.35	-	-	556.70
XXXX165	2012FA	-	-	-	-	-	-	-	-	-	-	-	-	10.00
XXXX166	2012FA	345.00	32.00	15.00	10.00	-	-	-	-	-	-	-	-	402.00
XXXX167	2012FA	108.25	-	-	-	-	-	-	-	-	-	-	-	108.25
XXXX168	2012FA	352.00	10.48	5.28	3.28	160.23	14.75	-	-	-	-	-	-	559.00
XXXX169	2012FA	185.66	-	-	-	-	-	-	-	-	-	-	-	185.66
XXXX170	2012FA	281.30	9.32	4.06	2.81	139.39	4.37	-	-	-	-	-	-	421.85
XXXX171	2012FA	207.00	-	-	-	-	-	-	15.80	-	-	-	-	222.00
XXXX172	2012FA	483.00	32.00	18.00	10.00	30.00	-	-	-	-	-	-	-	571.00
XXXX173	2012FA	-	-	-	-	36.30	-	-	-	-	-	-	-	36.30
XXXX174	2012FA	354.95	18.81	8.40	5.36	-	-	-	-	-	-	-	-	396.05
XXXX175	2012FA	348.49	13.39	6.70	4.18	302.41	18.83	-	-	-	-	-	-	683.00
XXXX176	2012FA	18.80	9.97	9.48	9.30	21.52	8.45	-	-	-	-	-	-	42.52
XXXX177	2012FA	-	-	-	-	-	-	-	-	-	-	-	-	15.00
XXXX178	2012FA	552.00	30.00	18.00	10.00	-	-	-	-	-	-	-	-	610.00
XXXX179	2012FA	-	-	-	-	-	9.60	-	-	-	-	-	-	9.60
XXXX180	2012FA	101.53	2.84	1.47	0.92	481.71	4.14	-	-	-	-	-	-	582.71
XXXX181	2012FA	209.86	15.65	7.83	4.89	332.34	22.81	-	-	-	-	-	-	652.80
XXXX182	2012FA	283.81	10.48	5.24	3.28	218.14	-	-	-	-	-	-	-	531.95
XXXX183	2012FA	-	-	-	-	-	15.00	-	-	-	-	-	-	15.00
XXXX184	2012FA	549.50	-	-	-	-	-	-	-	-	-	-	-	549.50
XXXX185	2012FA	110.12	-	4.42	2.78	115.01	8.28	-	5.51	-	-	-	-	247.00
XXXX186	2012FA	113.89	-	-	-	-	-	-	-	-	-	-	-	113.89
XXXX187	2012FA	181.00	32.00	18.00	10.00	-	-	-	-	16.00	-	-	116.00	371.00
XXXX188	2012FA	278.00	-	-	-	-	15.00	-	-	-	-	-	-	293.00
XXXX189	2012FA	619.57	22.46	11.73	7.33	-	-	-	-	-	-	-	7.33	669.42
XXXX190	2012FA	187.54	7.81	3.95	2.47	190.85	-	-	-	3.98	-	-	-	405.70
XXXX191	2012FA	51.75	4.00	2.00	1.25	-	-	-	-	-	-	-	-	59.00
XXXX192	2012FA	-	-	-	-	-	-	-	-	-	-	-	-	5.00
XXXX193	2012FA	120.75	3.99	-	-	-	7.50	3.75	-	-	-	-	-	135.99
XXXX194	2012FA	91.63	10.80	5.31	3.31	95.20	-	-	-	-	-	-	-	206.07
XXXX195	2012FA	207.00	32.00	18.00	10.00	-	-	-	-	-	-	-	-	285.00
XXXX196	2012FA	221.45	8.56	4.28	2.67	120.55	12.84	-	-	-	-	-	-	369.35
XXXX197	2012FA	374.00	18.00	8.90	5.00	-	-	-	-	-	-	-	-	407.90
XXXX198	2012FA	18.81	-	-	-	-	-	-	-	-	-	-	-	18.81
XXXX199	2012FA	-	-	-	-	-	-	-	-	-	298.26	-	-	298.26
XXXX200	2012FA	515.90	88.48	44.24	27.65	-	82.86	-	-	-	-	-	-	759.27
XXXX201	2012FA	138.00	8.00	4.00	2.50	329.81	11.25	-	-	-	-	-	-	483.56
XXXX202	2012FA	121.75	-	-	-	-	-	-	-	-	-	-	-	121.75
XXXX203	2012FA	521.56	15.12	7.56	4.72	380.38	-	-	-	15.11	-	-	-	944.45
XXXX204	2012FA	-	-	-	-	35.10	-	-	-	-	-	-	-	35.10
XXXX205	2012FA	-	-	-	-	-	15.00	-	-	-	-	-	-	15.00
XXXX206	2012FA	-	-	-	-	-	15.00	-	-	-	-	-	-	15.00
XXXX207	2012FA	-	-	-	-	-	-	-	-	-	518.50	-	-	518.50
XXXX208	2012FA	298.03	-	-	-	-	-	-	-	-	-	-	-	298.03
XXXX209	2012FA	-	-	-	-	511.33	27.09	-	-	-	-	-	-	538.42
XXXX210	2012FA	259.64	18.18	9.09	4.80	239.25	-	-	-	-	-	-	-	560.87
XXXX211	2012FA	390.09	20.10	10.05	6.28	285.21	28.27	-	-	-	-	-	-	750.00
XXXX212	2012FA	414.00	32.00	18.00	10.00	-	30.00	-	-	-	-	-	-	502.00
XXXX213	2012FA	301.28	10.77	5.38	3.30	190.58	15.14	-	-	-	-	-	-	530.00
XXXX214	2012FA	-	-	-	-	-	-	-	-	-	-	-	-	-
XXXX215	2012FA	13,111.51	505.25	346.76	211.06	5,111.15	534.86	13.75	146.34	35.09	1,094.15	-	123.33	21,234.38

Kisha S. Simpson
(Requested by)

Alamell
(Vice President for Administrative Services)

Total Collected \$ 953.80
Debt Setoff 725.39
Total Fees Paid to collection agency (187.43)
Net proceeds \$ 1,962.62

YTD Write Offs
Prior Year Write Offs July 2013-Sept 2013

\$21,234.38
\$25,869.07

FA Issues \$ 5,512.34
Sponsor Issues 3,408.01
Withdraw-Charged 25% 858.98
Return 2 Titles 4 7,873.21
National Payment Plan 1,973.76
MISC-see comments 608.08
\$ 21,234.38

CRAVEN COMMUNITY COLLEGE
REPORT OF CASH BALANCES AS OF AUGUST 31, 2014

Local Funds	\$1,765,255.15
Special Funds	\$6,302,280.55
Total	\$8,067,535.70

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. As of August 31, 2014, the interest rate was 0.39785% as compared to the prior interest rate of 0.44927% for May 8, 2014.

REVISED AGENDA

PERSONNEL COMMITTEE MEETING

CRAVEN COMMUNITY COLLEGE

WARD BOARDROOM, BROCK BUILDING

Monday, September 8, 2014 at 5:00 P.M.

Members: *Mr. Kevin Roberts, Chair*
Mr. Ronald Knight
Ms. Rosanne Leahy
Judge Ken Crow
Ms. Allison Morris
Mr. Bill Naumann, Board Chair

Others: *Dr. Catherine Chew, President*
Ms. Page Varnell, Vice President for Administrative Services
Ms. Vickie Moseley-Jones, Executive Director of Human Resources & Chief Diversity Officer
Ms. Cindy Ensley, Recorder

- | | | |
|-------|---|-----------------------------|
| I. | Call to Order | <i>Kevin Roberts, Chair</i> |
| II. | Members Present | <i>Kevin Roberts, Chair</i> |
| III. | W.O.W. 120 Employee Orientation Program | <i>Vickie Moseley-Jones</i> |
| IV. | Diversity Committee (College Assembly) | <i>Vickie Moseley-Jones</i> |
| V. | Quarterly Personnel Report & Openings | <i>Page Varnell</i> |
| VI. | Employee Assistance Program | <i>Page Varnell</i> |
| VII. | College Update (Budget) | <i>Catherine Chew</i> |
| VIII. | Recognition of President's Performance | <i>Kevin Roberts, Chair</i> |
| IX. | Adjournment | <i>Kevin Roberts, 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

MINUTES

**PERSONNEL COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
SEPTEMBER 8, 2014 AT 5:00 PM**

- I. Chair Kevin Roberts called the meeting to order at 5:07 pm with a revised agenda (attached).
- II. Members Present: Judge Ken Crow, Mr. Ron Knight, ~~Ms. Rosanne Leahy~~, Ms. Allison Morris, Mr. Kevin Roberts, and Board Chair Bill Naumann.
Others Present: Dr. Catherine Chew, Ms. Page Varnell, Ms. Vickie Moseley-Jones, and Ms. Cindy Ensley. Chair Roberts declared a quorum present for the meeting.
- III. W.O.W. 120 Employee Orientation Program
Ms. Vickie Moseley-Jones, Executive Director of Human Resources & Chief Diversity Officer, presented the newly instituted “Welcome Onboard with CCC 120” program. New employees are assigned an orientation buddy (current college employee) for the first 120 days of employment. In addition, training and regular meetings are scheduled with the employee for 120 days. A program of this type is meant to create a strong bond with direct interaction and training for the new employee helping to increase retention.
- IV. Diversity Committee (College Assembly)
Ms. Moseley-Jones gave an overview of the progress made on diversity since the Board’s approval of the diversity plan in February 2014. She highlighted the guest speaker Dr. Eddie Moore Jr., with America & Moore Diversity Education, Research & Consulting, at College Assembly day in August and reported that 90% of the feedback from Dr. Moore’s presentations was positive. An online diversity training module is being developed by our professional development director for use within the college. It will be piloted with the Administrative Services Unit.
- V. Quarterly Personnel Report
Ms. Page Varnell, VP of Administrative Services, presented the Quarterly Personnel Report for the period May 14, 2014 – August 31, 2014 (attached). She highlighted the new hires, promotions/reassignments/adjustments, and resignations/terminations/retirements. Ms. Varnell stated that Phase II of the Mercer Study had been implemented but that information was not included in this report. Dr. Chew reported on the title/compensation adjustments. Ms. Varnell reported on the current openings as requested at the last meeting.
- VI. Employee Assistance Program
Ms. Varnell gave a brief overview of the newest employee benefit; a company-sponsored confidential support resource for personal and work-related concerns. *(Trustee Crow left the meeting early due to another commitment)*
- VII. College Update
Dr. Chew shared that enrollment for the fall semester is down 8% at Craven. She apologized for the error in reporting previously that enrollment was up slightly; the Registrar’s Office made an error in the compilation of the enrollment numbers and this has been addressed. She

will share the state's report from the NCCCS office when available. With decreasing enrollment in the vast majority of colleges with the state, the budget for 2015-2016 will be of major concern as Dr. Chew learned at the recent NCACCT seminar in Charlotte. All colleges are being asked to hold 2% of their budget in reserve this year since the state's general fund revenues is down nearly \$1 million compared to last year at this time. (*Board Chair Naumann left the meeting early due to another commitment*) The committee was reminded of upcoming events on campus.

VIII. Recognition of President's Performance

Chair Roberts asked the committee to recommend to the full Board that a resolution (attached) be adopted commending Dr. Chew for her past year's performance based on the evaluation performed by the Board in June 2014. Trustee Knight motioned, Trustee Morris seconded, and the committee approved unanimously.

IX. Adjournment

With no further business to discuss, Chair Roberts adjourned the meeting at 6:15 pm by motion from Trustee Knight, second by Trustee Morris and approval by all.

/ce

Craven Community College Quarterly Personnel Report
May 14, 2014-August 31, 2014

New Hires	Position Title		Effective	Monthly/Annually
Edie Boggs	Library Assistant		5/19/2014	\$2,334/\$28,008
Donell Bryant	Barbering Instructor (Full-time Temporary)		5/15/2014	\$3,869/\$46,428
Taylor Heath	Facilities/Receiving Assistant		6/2/2014	\$2,334/\$28,008
Gery Boucher	Special Assistant to the EVP of Academic Affairs (Full-time Temporary)		6/23/2014	\$6,667/\$80,004
Samuel Nelson	Campus Security (Full-time Temporary)		6/16/2004	\$2,584/\$31,008
Brian Kmec	Faculty, History		8/13/2014	\$5,167/\$46,503
Shona Mitchell	Faculty, Cosmetology Instructor		8/13/2014	\$3,889/\$35,001
Mason Crum	Executive Director, Facilities/Safety		8/11/2014	\$6,250/\$75,000
Katie Bull	Faculty, Nursing		8/13/2014	\$6,112/\$55,008
Lesley Clayton	Faculty, Math		8/13/2014	\$4,445/\$40,005
Danielle Higgins	Faculty, MOA/Program Coordinator		8/18/2014	\$4,278/\$38,502
Maurice Lewis	Accounting Assistant-AP/Payroll		8/13/2004	\$2,833/\$33,996
Debra LaCasse	Faculty, PTA		8/13/2014	\$4,667/\$42,003
Johntee Bryant	Campus Security (Full-time Temporary)		8/14/2004	\$2,584/\$31,008
Reassignments/ Promotions/ Adjustments	From	To	Effective	Monthly/Annually
Philip Buffa	Security (Part-time)	Security (Full-time Temporary)	5/15/2014	\$2,584/\$31,008
Clifford House	Faculty, Machining (Grant Funded)	Project Coordinator/Success Manager (Grant Funded)	5/19/2014	\$4,000/\$48,000
Angela Bryan	Admissions Specialist II (Full-time Temporary)	Admissions Specialist II (Full-time Regular)	6/1/2014	\$3,084/\$37,008
Robert Middleswarth	Administrative Assistant –IA Part-time	Information Systems Specialist/Programming (Full-time Temporary)	6/1/2014	\$3,167/\$38,004
Holly Spencer	Accounting Assistant-AP & Payroll	Accountant/Grants	6/1/2014	\$3,375/\$40,500
William Lucas	Facilities/Receiving Assistant (Full-time Temporary)	Information Systems Specialist/Network & Information Security (Full-time Temporary)	6/1/2014	\$3,167/\$38,004
Eddie Foster	Executive Director of Operations/WFD/MA Programs	Director, Customized Training, Safety & Environmental Programs	7/1/2014	\$5,380/\$64,560
Zipporah Simmons	Administrative Assistant Part-time Temporary	Switchboard Operator (Full-time Temporary)	7/1/2014	\$2,250/\$27,000
Lydia Finlayson	Administrative Assistant (Part-time Temporary)	Financial Aid Advisor (Full-time Regular)	7/1/2014	\$3,000/\$36,000
Keith Williams	WFD Coordinator II Service Programs	Director of Service Programs	7/2/2014	\$3,808/\$45,696

Carolyn Jones	Faculty, Nursing	Acting, Chair of Nursing & Continuing Education Programs	7/1/2014	\$9,028/\$81,252
Jennifer Baer	Coordinator, Lifetime Learning Center/Foundation Outreach	Director, Lifetime Learning Center/Community Engagement	7/1/2014	\$4,091/\$49,092
Yuko Boyd	Enrollment Specialist II	Assistant Registrar/Curriculum Specialist	7/1/2014	\$3,625/\$43,500
Monica Minus	Grant Writer	Director, Grants and Strategic Partnerships	7/1/2014	\$4,069/\$48,828
Vickie Moseley-Jones	Human Resources Director	Executive Director of Human Resources/Chief Diversity Officer	7/1/2014	\$6,044/\$72,528
Matthew Salerno	Information Systems Specialist	Coordinator, Information Systems	7/1/2014	\$3,829/\$45,948
Mary Clark	Director of Institutional Effectiveness	Executive Director of Institutional Effectiveness	7/1/2014	\$4,905/\$58,860
Bambi Edwards	Director, Technology Services	Dean, Technology Services	7/1/2014	\$6,250/\$75,000
Cindy Patterson	Director of Financial Services & Purchasing	Executive Director of Financial Services & Purchasing	7/1/2014	\$6,970/\$83,640
Page Varnell	Vice President of Administrative Services	Vice President of Administrative Services	7/1/2014	\$9,255/111,060
Katrina Bishop	Faculty, Developmental Math	Chair, Math, Science & Social Science	8/4/2014	\$5,167/\$62,004
Quent Lupton	Chair, Math & Science	Biology, Faculty	8/13/2014	\$5,395/\$48,555
Chauncey Stevenson	Faculty, Music (Full-time Temporary)	Faculty, Music (Full-time Regular)	8/13/2014	\$4,445/\$40,005
Gary Long	Electronics Engineering Technology Faculty (Full-time Temporary)	Electronics Engineering Technology Faculty (Full-time Regular)	8/13/2014	\$4,278/\$38,502
Joseph Flynn	Faculty, Welding (Part-Time)	Faculty Welding (Full-time Temporary)	8/13/2014	\$4,000/\$36,000
Julia Jenkins	Faculty, Biology (Full-time Temporary)	Faculty, Biology Full-time Regular	8/13/2014	\$4,445/\$40,005
Shelby Miller	Esthetics Instructor (Part-time)	Esthetics Instructor (Full-time Temporary)	8/13/2014	\$4,000/\$36,000
Resignations/ Terminations/Retirements	Position		Effective	Reason
Barbara Scholz	Faculty, Nursing		5/17/2014	Resignation
Debbie Taylor	Faculty, Cosmetology		5/17/2014	Retirement
Martin Guion	Project Administrator		5/31/2014	Resignation
Ben Hancock	Special Assistant to the President		6/13/2014	Resignation
Jamie Maynard	Accountant/Grants		6/30/2014	Non-Renewal
William Gurganus	Information Systems Specialist/Programming		6/30/2014	Non-Renewal

George Kramer	WFD Coordinator II-Vocational Training & CRC	6/30/2014	Retirement
Daryl Warren	Facilities Maintenance Technician	6/30/2014	Retirement
Neil Edmundson	Facilities Maintenance Technician	6/30/2014	Retirement
Belinda Barnhill	Chair, Nursing & Continuing Education	6/30/2014	Retirement
Melinda Finkle	First Year Experience Coordinator	6/30/2014	Position Eliminated
Floyd Jones	Facilities Maintenance Technician II	6/30/2014	Position Eliminated
George Holley	Facilities Maintenance Technician II	6/30/2014	Position Eliminated
Donald Smith	Facilities Maintenance Technician III	6/30/2014	Position Eliminated
Marvin Hicks	Facilities Maintenance Technician III	6/30/2014	Position Eliminated
Roderick Hooks	Campus Security	6/30/2014	Non-Renewal
Reba Griffin	Financial Aid Advisor I	6/30/2014	Non-Renewal
Sharon Robinson	Security & Maintenance Specialist Havelock	8/28/2014	Resignation
Alison Chase	Accounting Assistant/Cashier	8/28/2014	Terminated
Philip Buffa	Campus Security	7/17/2014	Resignation
Megan Askews	Senior Administrative Assistant/WFD	8/29/2014	Resignation

AGENDA

FACILITIES COMMITTEE MEETING

CRAVEN COMMUNITY COLLEGE

WARD BOARDROOM, BROCK BUILDING

Monday, September 15, 2014 at 4:00 P.M.

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

Others: Dr. Catherine Chew, President
Ms. Page Varnell, Vice President for Administrative Services
Ms. Kathleen Gallman, Associate VP of Academic Affairs & Student Engagement
Ms. Cindy Ensley, Recorder

- | | |
|--|---------------------|
| I. Call to Order | Gary Baldree, Chair |
| II. Members Present | Gary Baldree, Chair |
| III. Facilities Projects Update | Page Varnell |
| IV. Facilities Usage Quarterly Report (<i>info</i>) | Page Varnell |
| V. Library Renovation/Learning Commons Concept (<i>info</i>) | Kathleen Gallman |
| VI. Barber Board Facilities Update (<i>info</i>) | Catherine Chew |
| VII. Adjournment | Gary Baldree, Chair |

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
SEPTEMBER 15, 2014 AT 4:00 P.M.**

- I. Chair Gary Baldree called the meeting to order at 4:00 pm.
- II. Members Present: Chair Gary Baldree, ~~Ms. Carol Mattocks~~, Mr. Bill Taylor, Mayor Chuck Tyson, Ms. Earline Sills Williams, and ~~Board Chair Bill Naumann~~.
Others Present: Dr. Catherine Chew, Ms. Page Varnell, Ms. Kathleen Gallman, and Ms. Cindy Ensley. Chair Baldree declared a quorum present for the meeting.
- III. Facilities Projects Update
Ms. Page Varnell, Vice President of Administrative Services, gave an update on the completion and status of campus projects including the Brock stairs, Student Center courtyard, One-Stop student reception area, Orringer auditorium, Bosch-Siemens Advanced Manufacturing Center lobby and faculty offices. Chair Baldree inquired about an OSHA update. Ms. Varnell stated the Safety Committee and the new Safety Director will begin inspections shortly.
- IV. Facilities Usage Quarterly Report
Ms. Varnell presented a first quarter 2014-15 report indicating the use of facilities by external constituents (attached).
- V. Library Renovation/Learning Commons Concept
Ms. Kathleen Gallman, Associate Vice President of Academic Affairs and Student Engagement, reported on the initial meeting with consultant, Phillip Barton, to discuss design ideas for renovating the library and Academic Skills center. The renovation would include a more modern "learning commons" space, with possible integration of library and tutoring services (including TRiO) and innovative testing services. The goal of the project is to create a more student-friendly, modernized support services environment that will serve a greater number, and wider demographic, of students. Ms. Varnell stated the County had previously given the College \$200,000 to renovate the library.
- VI. Barber Board Facilities Update
Dr. Chew reported on the unofficial notice that the barbering and cosmetology programs may operate in the same area as currently designed; official notice to be received from the Barber Board.

On a motion by Trustee Mattocks, seconded by Trustee Williams and unanimously approved, the Facilities Committee of the Board of Trustees of Craven Community College moved into a Closed Session to discuss a personnel issue pursuant to N.C. General Statute 143-318.11(6). Ms. Gallman was excused from the meeting and all others remained. Following discussion and comments by those present, Trustee Chuck Tyson motioned to return to regular session, seconded by Trustee Taylor and unanimously approved. Chair Baldree reported that no action had been taken during the closed session.

VII. College Update

Dr. Chew shared that enrollment for the fall semester is down 8% at Craven. She apologized for the error in reporting previously that enrollment was up slightly; the Registrar's Office made an error in the compilation of the enrollment numbers and this has been addressed. She will share the state's report from the NCCCS office when available. With decreasing enrollment in the vast majority of colleges with the state, the budget for 2015-2016 will be of major concern as Dr. Chew learned at the recent NCACCT seminar in Charlotte. All colleges are being asked to hold 2% of their budget in reserve this year since the state's general fund revenues is down nearly \$1 million compared to last year at this time.

Dr. Chew stated the recent trustee training in Charlotte was the best she had attended. Trustees Tyson, Knight and Wilson attended with Trustee Tyson reporting on the excellent information presented and the networking with other trustees.

VIII. Adjournment

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

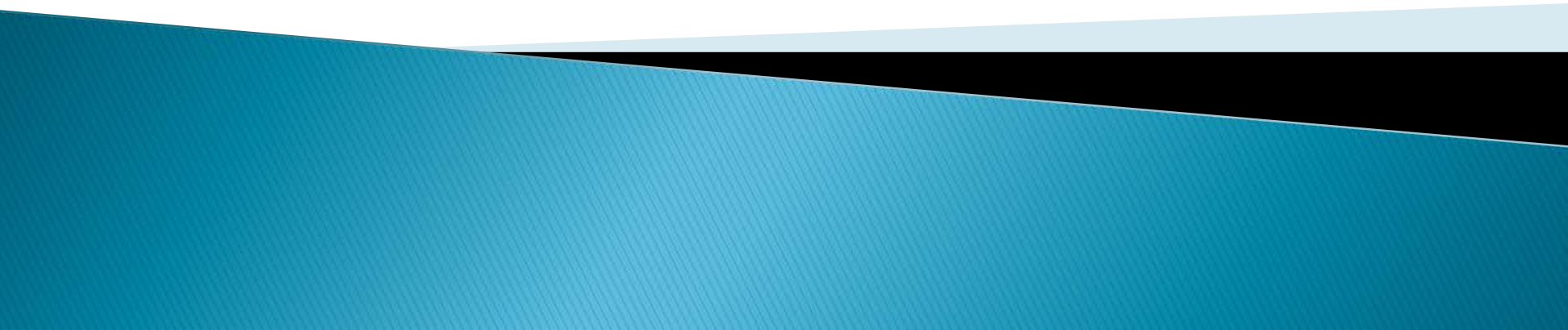
CCC Facilities Usage Report
1st Qt. 2014 - 2015 FY

Date of report: Sept. 3, 2014
June, July, August

				EXTERNAL USERS OF FACILITIES				
					Type of			Date Fees
Name of Organization				Date(s) of Use	Organization	Facility	Fees	Received
The CCHC Foundation				6/1/2014	Non-Profit	Orringer	\$120.00	3/13 & 5/29/2014
Craven Smart Start/Child Care Resource & Referral				6/17/2014	Gov	AMC 102	Waived	N/A
Coastal Community Action				8/7/2014	Gov	Brock 207	Waived	N/A
Community of Excellence				8/16/2014	Non-Profit	Orringer, Naumann Com. Room, and BIT 106, 107, 214 & 215	Waived	N/A
Kingdom Empowerment Ministries, Inc.				8/31/2014	Non-Profit	Orringer	\$270.00	7/24/2014
Fees are not charged for the following organizations:								
(BLC)	Craven Business Leadership Circle							
(Gov)	Government - federal, state, county, municipal							
(Edu)	Education							

Craven Community College Board of Trustees Facilities Committee Meeting

Monday, September 15, 2014



Brock Stairs

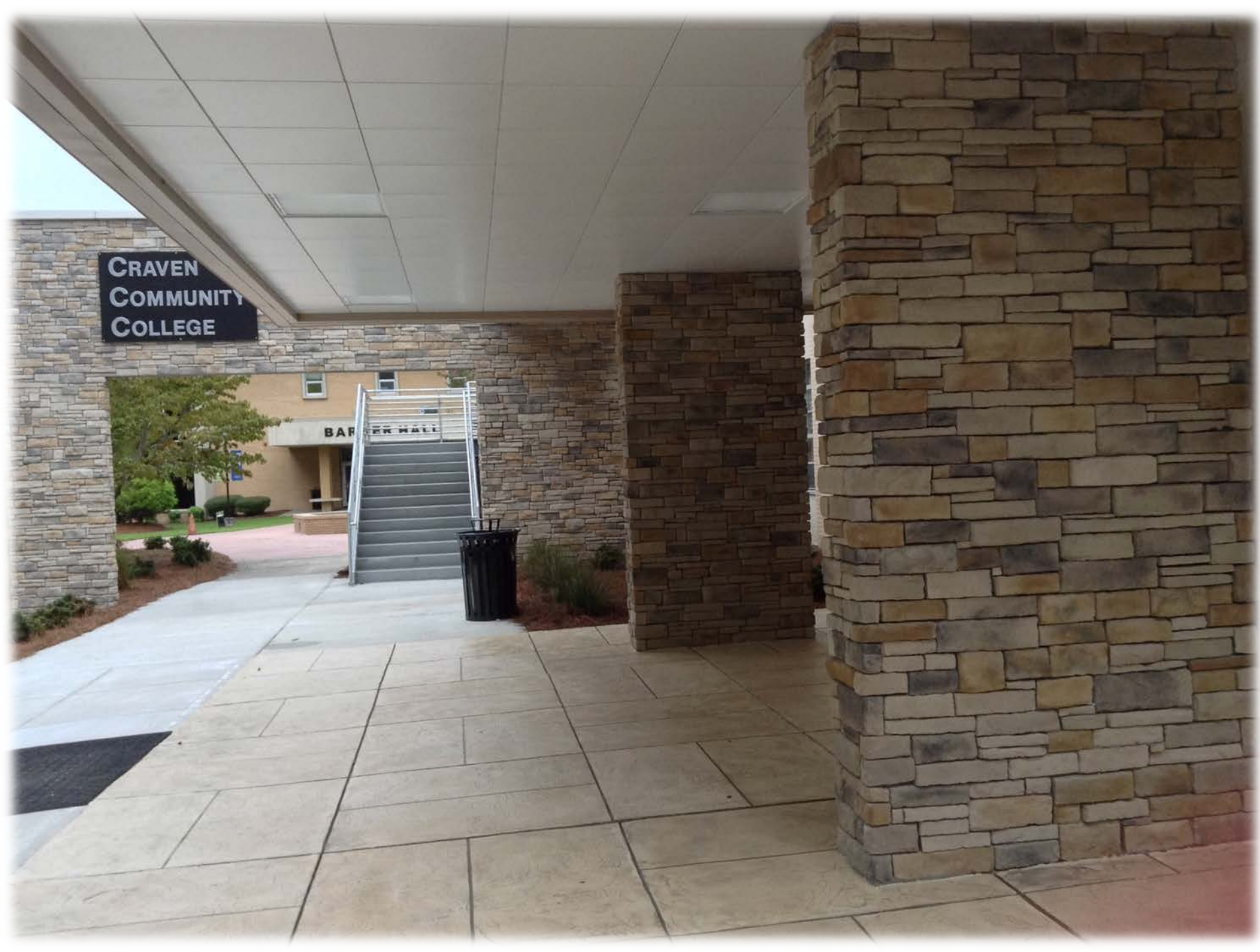


Brock Stairs – After



**CRAVEN
COMMUNITY
COLLEGE**

BARBER HALL







A photograph of a modern building exterior, likely a college. The upper portion of the image shows a balcony with a metal railing. Below the balcony is a large, light-colored horizontal panel. The lower portion of the image shows a stone-clad wall with a sign that reads "CRAVEN COMMUNITY COLLEGE". To the right, there are stone pillars and a glass door. A sign above a set of stairs reads "BARKER WALL".

CRAVEN
COMMUNITY
COLLEGE

BARKER WALL







CRAVEN
COMMUNITY
COLLEGE

BARKER HALL

Courtyard



Courtyard



**BROCK
ADMINISTRATION**





Congleton Event = Success

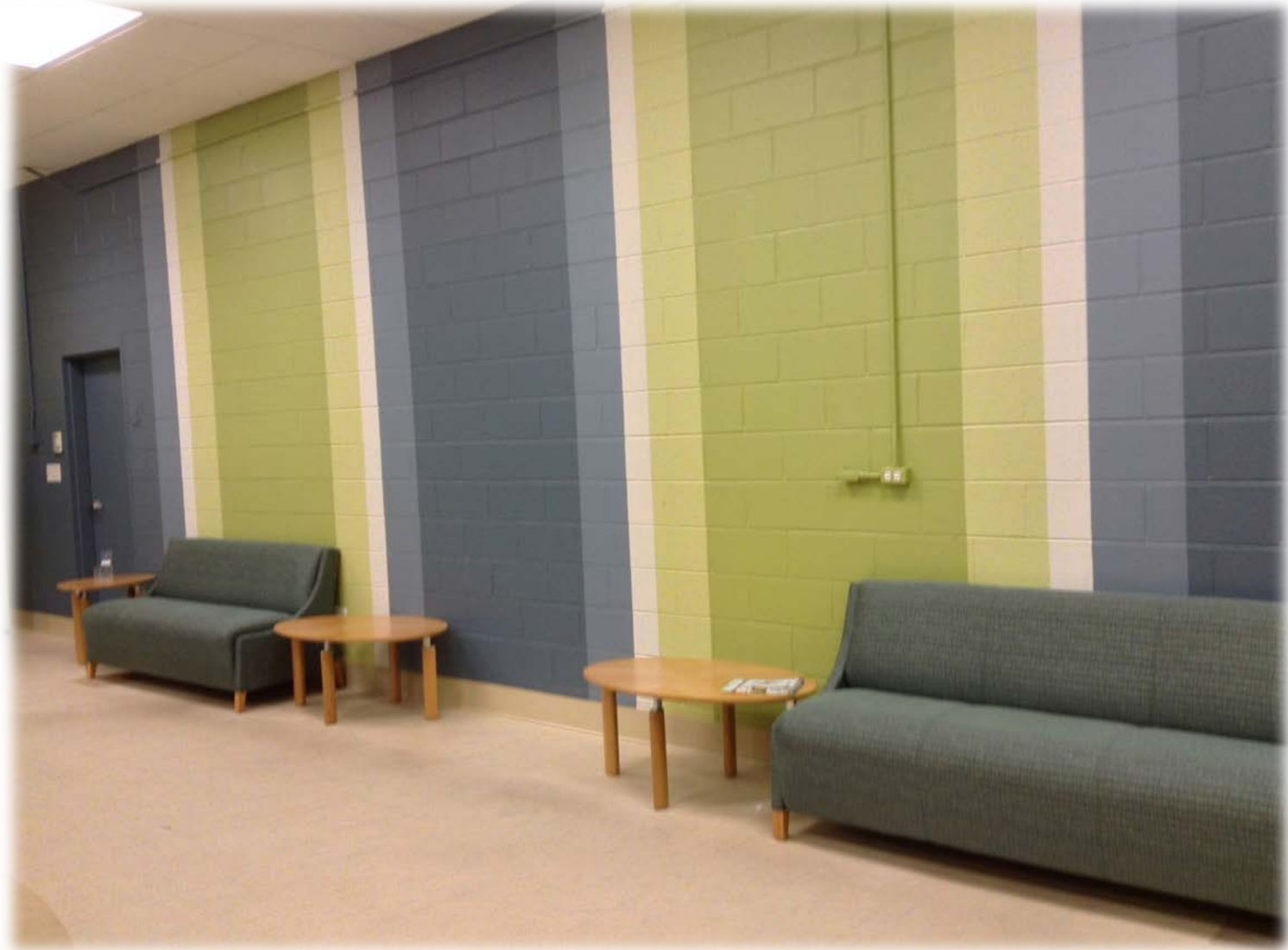
“Let Knowledge Soar”



Artist: Chris Morgan



Student Center – One Stop



Orringer Auditorium – Before



Orringer Auditorium – After

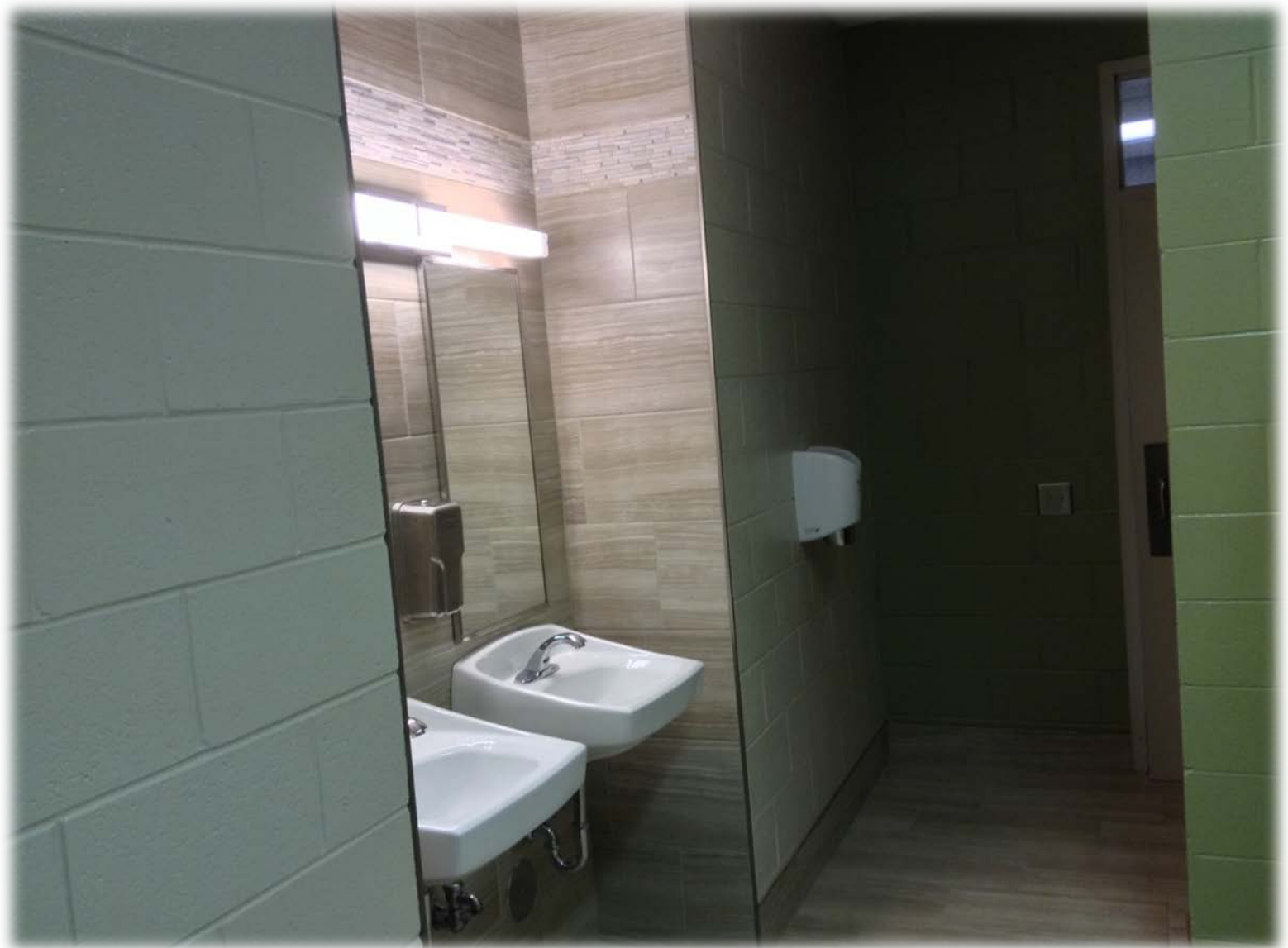


Orringer – Auditorium Lobby





Orringer – Restrooms



Orringer – Art Room/Kilns







Bosch AMC Lobby



Faculty Offices



A photograph of a stone wall with a black sign that reads "CRAVEN COMMUNITY COLLEGE". The wall is made of light-colored, irregularly shaped stones. The sign is black with silver, raised lettering. In the background, there is a parking lot with many cars, a road with a few cars, and a large green hillside with trees. The sky is overcast.

CRAVEN
COMMUNITY
COLLEGE

ACADEMIC & STUDENT AFFAIRS COMMITTEE
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
September 22, 2014 at 2:00 P.M.

Members: *Ms. Earline Williams, Chair*
 Ms. Carol Mattocks
 Ms. Allison Morris
 Ms. Brenda Wilson
 Mr. Kevin Roberts
 Mr. Bill Naumann, Board Chair

Others: *Dr. Catherine Chew, President*
 Dr. Daryl Minus, EVP of Learning and Student Success
 Ms. Kathleen Gallman, Associate VP for Academic Affairs and Student Engagement
 Mr. Gery Boucher, Special Assistant to the EVP
 Ms. Betty Hatcher, Dean of Liberal Arts & University Transfer
 Ms. Cindy Ensley, Recorder

- | | | |
|-------|---|--------------------------------|
| I. | Call to Order | <i>Earline Williams, Chair</i> |
| II. | Members Present | <i>Earline Williams, Chair</i> |
| III. | Compensatory Education (Transition Academy) | <i>Betty Hatcher</i> |
| IV. | Fall Enrollment Report | <i>Kathleen Gallman</i> |
| V. | SACSCOC Monitoring Report Update | <i>Dr. Daryl Minus</i> |
| VI. | Administrative/Curriculum Program Reviews | <i>Dr. Daryl Minus</i> |
| VII. | Performance Review Report | <i>Dr. Daryl Minus</i> |
| VIII. | New Initiatives | <i>Gery Boucher</i> |
| IX. | Adjournment | <i>Earline Williams, Chair</i> |

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 AND STUDENT AFFAIRS COMMITTEE MEETING
CRAVEN COMMUNITY COLLEGE
WARD BOARDROOM, BROCK BUILDING
SEPTEMBER 22, 2014 AT 2:00 P.M.**

- I. Chair Earline Sills-Williams called the meeting to order at 2:00 pm.
- II. Members Present: Chair Earline Sills-Williams, Ms. Carol Mattocks, Ms. Allison Morris, Ms. Brenda Wilson, Mr. Kevin Roberts, and ~~Board Chair Bill Naumann~~.
Others Present: Dr. Catherine Chew, Dr. Daryl Minus, Ms. Kathleen Gallman, Mr. Gery Boucher, Ms. Betty Hatcher, and Ms. Cindy Ensley. Chair Sills-Williams declared a quorum present for the meeting.
- III. Compensatory Education Transition Academy
Ms. Betty Hatcher, Dean of Liberal Arts & University Transfer, gave a brief history of the compensatory education program at Craven indicating the North Carolina Community College System (NCCCS) discontinued the requirement that colleges offer compensatory education in 1993 and stopped funding the program in 2010. In order to better serve the population of intellectually disabled adults within Craven County, the College has created a Transitions Academy to revise the program, helping students improve reading, writing, and math skills within the context of employment. If students are able to complete the program, they will be referred to a partnering agency for the next steps to employment. The new program will impact approximately 25 students on the New Bern and Havelock campuses. A timeline for the Transition Academy has been established (attached) with a projected start date of the spring semester 2015. Trustees are encouraged to familiarize themselves with these changes.
- IV. Fall Enrollment Report
Ms. Kathleen Gallman, Associate VP for Academic Affairs and Student Engagement, reported that Fall enrollment is currently down 8.6% in FTE (prior to B-term numbers). She noted that the college's elimination of direct student loans last year has had a direct impact on the enrollment decline.
- V. SASCOC Monitoring Report Update
Dr. Daryl Minus, Executive Vice President of Academic Affairs and Student Engagement, reported the first monitoring report was submitted September 3, 2014 addressing CS 3.3.1.1 (institutional effectiveness: education programs) and CS 3.4.11 (academic program coordination). Dr. Minus stated that Craven's monitoring report provides detailed documentation to address the issues related to CS 3.4.11 and demonstrates progress-to-date on CS 3.3.1.1; the College has developed an institutional plan for demonstrating the use of SLO data to make continuous instructional enhancements and improvements. A team from Craven will be attending the SASCOC annual conference in December and will be attending a

special training session on the re-affirmation process (re-affirmation for Craven is 2017).

VI. Administrative/Curriculum Program Reviews

Dr. Minus reported that four administrative programs and nine curriculum programs were reviewed 2013-2014. Two curriculum programs were reviewed for the second consecutive year, based on the 2012-13 recommendations from the Curriculum Program Review Committee: automotive systems technology and drafting & design. The automotive program made significant strides by adding 2 new faculty who have led efforts to schedule flexible course offerings, increase enrollment, and expose students to hybrid technology. In-depth analysis by program leadership of the Drafting & Design Program resulted in Committee recommendations to “close” the current program and move towards establishing a program with a Computer-Aided Drafting (CAD) Technology focus. A “teach out” plan has been developed to ensure that students in the current Drafting & Design program are positioned to earn their credentials. The Curriculum Program Committee also recommended the expansion of programmatic focuses in criminal justice, composites, associate in arts, basic law enforcement, engineering technology, health information technology, and medical office administration programs to enhance levels of instruction; create stackable credentials; improve retention; strengthen relevancy of curriculum to reflect workforce needs and trends; and ensure quality program delivery through the use of up-to-date technology.

VII. Performance Review Report

Dr. Minus reviewed the 2014 Performance Measures for Student Success from the North Carolina Community College System (NCCCS) comparing 2014 to 2013. Of the eight performance measures, Craven is “below the goal but above the college average” on measures E, F, and H; and “below the college average but above the baseline” on measures A, B, C, D, and G. As these performance measures are new, the NCCCS expects to see fluctuations in the short term but also expects to see improvements as colleges continue to implement best practices that will increase student success. Craven is participating in the 2014-15 NCCCS Student Success Leadership Institute Cohort to help contribute to the goal of “scaling up” high-impact student success practices college-wide.

VIII. New Initiatives

Mr. Gery Boucher, Special Assistant to the EVP, reported on a new program, Tools for Advanced Manufacturing for Veterans, sponsored by ECU’s Champions of Freedom Fund with support from Duke Energy. It is a 13-14 day cost-free program for veterans focusing on reintegration through education and employment opportunities. Start date of the program is anticipated for January – February 2015. Mr. Boucher announced the development of curriculum program for Lean Six Sigma which will start in January 2015. He also spoke on a commercial driving license (CDL) program, a Workforce Development (WFD) initiative.

IX. Budget Update

With information received at the recent NCACCT seminar in Charlotte, Dr. Chew reported the 2015-2016 budget is a major concern for the NCCCS. Each college has been asked to submit their budget proposals for next year with a 2% reduction. The College presidents will be brainstorming to find viable options for reducing the budget and establishing the priorities for the Legislative long session. Dr. Chew also reported on the CASE Conference where she and Judy Eurich recently presented on the Foundation VIP Ambassadors Program. It was a great session with a SKYPE session back to the campus from Sacramento. The Congleton Dedication

was a huge success with over 100 in attendance. Dr. Congleton was very pleased with the event.

X. Adjournment

With no further business to discuss, the meeting adjourned at 3:10 pm by motion from Trustee Carol Mattocks, second by Trustee Brenda Wilson and unanimous vote.

Redesigning Services to Intellectually Disabled Adults

For many years, Craven Community College and most other NC community colleges have offered compensatory education programs. In 1993, the North Carolina Community College System (NCCCS) discontinued the requirement that colleges offer Compensatory Education programs and in 2010 discontinued funding for these programs. As a result, the college has created the *Transitions Academy* to revise the manner in which intellectually disabled students are served. Implementation of the Transitions Academy will 1) better uphold the mission of Basic Skills Programming and 2) better serve the broader community of intellectually disabled students who can benefit from the enhanced curriculum and agency services.

Key Rationale for Change

- The redesigned offering is designed to be a two semester program with a defined start and end point. , this programmatic change will provide services to a new cohort of students each academic year, better serving the population of intellectually disabled adults within Craven County. With current staffing, the Transitions Academy can accept approximately 40 new students annually. This allows for more participants to participate and benefit than the previous Comp Ed program structure allowed for.
- Many students currently served by the Comp Ed program are at a very low functioning level and have been unable to show consistent, measurable gains through standardized academic testing. Continuing to provide service to this population is not consistent with the mission of the community college system or Craven CC.
- Continuing to serve students who cannot show consistent, measurable gains on standardized academic assessments could negatively impact the college with the new NCCCS performance measures.

Objectives

The Transitions Academy will serve intellectually disabled adults, helping them improve reading, writing and math skills within the context of employment. Upon completion of the program, students will have

- a portfolio containing a resume and other job search essentials
- a referral to the partner agency for next step services

Key Challenges to Implementation of the Transitions Academy

Prior instructional changes within the Compensatory Education program have proved to be unsettling for students and parents/guardians, particularly those who have been in the program for an extended time. Approximately 25% of the current Compensatory Education students have not shown consistent gains over the past 2 years and may not be invited to continue in the program. It is likely that parents of these students will advocate loudly within the community and the local media for the Compensatory Education program to continue.

Transitions Academy Timeline

Fall 2013	NCCCS meeting for Basic Skills Directors. Nancy Gag, Director of Program and Professional Development, presented on system changes, encouraging colleges to consider aligning Compensatory Education programs more closely with BSP curricula focus.
February 2014	Nancy Gaj and Karen Yerby held 3 presentations on site at Craven CC. These presentations provided an overview and rationale of state level changes to 1)college leadership and faculty/staff, 2)community partners, and 3)Comp Ed families.
March 2014	BSP staff (instructors, staff, director, dean) began to discuss transition plans.
April 2014	Researching and networking with other colleges.
May 2014	Began holding regular monthly meetings with community partners to continue planning to better serve intellectually disabled students.
Sept 29 – Oct 3	Conduct parent/guardian conferences. Distribute Resource folders and invitations to Program presentation.
October 7	Morning presentations for Transitions Academy to CCC faculty and staff. Evening presentations for Transitions Academy to parents/guardians and additional guests. Distribute Transitions Academy applications.
October 21	Transitions Academy applications due.
October 22-29	Schedule/conduct applicant testing to determine eligibility.
November 3-4	Application review.
November 5-7	Schedule interviews.
November 12-14	Conduct student interviews.
November 18	Notify applicants by mail of acceptance into the Academy.
November 25	Due date for receiving confirmation of attendance.
December 16	Compensatory Education graduation celebration for New Bern and Havelock students.
January 8	New Student orientation for Transitions Academy.
January 12	First day of Transitions Academy classes

**Curriculum Program Review 2013-2014
Snapshot**

Program	Strengths	Recommendations
Associate in Science	Program leadership is to be commended for: their efforts that have resulted in enrollment increasing in the AS Program by 72.7% over the last four years; employing dedicated faculty who are engaged, motivated, and through their community efforts, represent the college well; recognizing the importance of staffing developmental courses with seasoned full-time faculty; recognizing the impact of the Lab Coordinator; advocating and securing a Developmental Math Coordinator position; and for the continuous engagement of program faculty in revising the AS Program of Student due to the changes brought about by the CAA and Math CIP.	Program leadership should: have included a broader representation of faculty to participate in the program review; provide greater balance by focusing on enrollment and student retention simultaneously including the college-wide advising initiative; pursue interdisciplinary connections such as information literacy to support program initiatives; include in its strategic planning and budgetary process a mobile laptop station to address the need to provide students with access to computers during laboratories; continue to pursue grant opportunities that support the purchase, training, and implementation of current technological advances in the classroom, specifically in the STEM fields; develop a model for an undergraduate research initiative to include funding, assessment, feasibility, and a timeline for implementation; should engage faculty in participating in the student learning outcome initiative underway to improve the quality and consistency of the College's institutional assessment process. The committee agrees with the department's recommendation to implement an undergraduate research initiative and recommends moving forward.
Automotive Systems Technology	Program leadership is to be commended for addressing the recommendations of last year's program review. New faculty have been hired and have completed the required NCCCS Automotive Systems Technology curriculum training. The new curriculum standards mandated by the state have been incorporated into the College's curriculum and student learning outcomes will be addressed in the fall. Flexible schedule offerings will include Saturdays and evenings to increase student persistence. Conversations to expand the program in order to attract military students are underway.	Program leadership should: continue their commitment to focus on using SLO data to make instructional improvements over time and to ensure that faculty and program leadership are very connected to the institutional movement towards refining the SLO/PLO development and assessment process; continue the investigation of credit-for-prior learning/competency-based learning initiatives; and ensure co-op opportunities are in compliance. As a result of this year's re-evaluation of the program and the

		effort put forth by the faculty and leadership of the program, it is recommended that the program continue and be placed on the regular assessment schedule. However, because of the proposed changes and to demonstrate those changes have had a positive effect on enrollment and retention, that the program participate in an abbreviated review in 2 years (2016) and then participate in its regularly scheduled evaluation in 2019 as part of the 5-year cycle.
Basic Law Enforcement Training (BLET)	Program leadership is to be commended for: the number of highly qualified and experienced instructors it employs; strong community connections that have generated a large volunteer pool critical to the success of the program; the remarkable employment rates for graduates; and purchase and use of the 'simunitions package' that has strengthened firearms training capabilities.	Program leadership should: work with Marketing to develop a marketing campaign for the program; work with CJT faculty to develop expanded pathways for students to complete the CJT program; work with community partners to address the need for a driving track and other infrastructure needs of the program. It is further recommended the BLET and CJT programs be separated and program leadership be identified that is in compliance with SACACOC standards.
Criminal Justice Technology	Program leadership is to be commended for: the number of highly qualified and experienced instructors it employs; faculty and students are regular participants in community service projects associated with the College; and for the longevity of the program – nearly 40 years.	Program leadership should: take a more critical approach to determine why graduation rates are so low and develop a plan to address those issues; work with BLET leadership to develop pathways for students to complete the CJT program; work with BLET and WFD leadership to develop ways to more effectively utilize equipment, space, and faculty resources to better support each program; continue working to strengthen/assess SLOs and document "closing the loop" strategies to improve and enhance instruction; and embark on a more definitive investigation of new certificate offerings that are in alignment with industry trends and student interest. The committee further recommends the following in order to address SACSCOC requirements: 1. Advertise for a full-time Director of the CJT and BLET programs whose credentials meet or exceed all SACSCOC and NC Training and Standards requirements to oversee both programs. 2. Current BLET program leadership would report

		to the new Director. 3. Eliminate the CJT Lead Instructor position.
Electronics Engineering Technology	Program leadership is to be commended for: creating a program that has highly qualified staff, embraces 21st Century teaching methodologies, employs state of the art equipment that is representative of industry technology, and continuously seeks to create relationships with industry leaders all in an effort to produce highly competent graduates who are easily employed; the purchase of key equipment upgrades to include KUKA and PEGASUS robots; and implementing the practice of faculty participation in “Back to Industry” professional development opportunities.	Program leadership should: work with other associated departments in Career programs to create pathways to certifications within the program; expanding marketing efforts beyond campus tours to include targeted meetings with industry leaders to not only increase enrollment but to broker employment opportunities for students; focused efforts around creating stronger awareness of connections between Electronics Engineering Technology and existing career pathways (stackable credentials); examine cohort models to increase student retention and completion; focus on using SLO data to enhance curriculum and make instructional improvements; and explore trends toward green technology such as solar and wind energy and include in coursework practical elements relevant to these industries. The committee further recommends program leadership pursue funding opportunities or financial support from industry leaders to provide students with the most current technologies.
Health Information Technology	Program leadership is to be commended for: achieving program accreditation from the American Health Information Management Association; establishing an exemplary reputation and cohort model that has established steady enrollment and retention numbers; being responsive to the needs of the community by offering local businesses training, lending ICD10 code books, and implementing post-graduate certifications when requested; and developing strong learning outcome assessment for each course along with a curriculum map for the program that demonstrates evidence of “closing the loop”.	Program leadership should: continue to cultivate clinical site affiliations and strengthen relationships/partnerships with healthcare organizations in the community; expand the HIT club to include virtual meetings and weekend fundraisers to allow for additional participation; develop a process that encourages more students to sit for the RHIT exam; and pursue grant opportunities and donations from healthcare organizations in the community to provide students with more relevant, real-world experiences and to increase enrollment and retention.
Manufacturing Technology/Composites	Program leadership is to be commended for: its faculty, especially Jeff Brown and faculty outreach which has resulted in significant student engagement and program development; tireless efforts to develop relationships with	Program leadership should: explore alternative enrollment measures; seek input from local organizations to develop “real world” projects for students to engage in; work with other programs and departments within the

	industry leaders providing qualified students with co-op programs and employment opportunities; recognizing the need to remain current with industry regulations and procuring the necessary training, equipment, and supplies in order to meet or exceed industry standards; and curricular innovations that have elevated Craven's NCAMA grant project to become a leader in the state.	College community to increase awareness and educate the community on the broad implications of composites and potential employment outlets; develop an independent advisory board; continue to identify ways to improve and enhance the advising experiences of students and to address the decline in enrollment; and engage in continued and proactive monitoring of the lead instructor's teaching load, using co-teaching as a possible strategy while exploring other options. The committee recommends that program leadership not only aggressively pursue grant renewals and other funding options but also evaluate existing outreach efforts. Program leadership should consider whether the program should be tied to other programs within the institution or whether articulation agreements with four-year institutions would make the program more attractive to students. The committee strongly recommends developing a short-term and long-term plan that addresses enrollment, retention, and marketing needs of the program.
Mechanical Engineering Technology – Drafting and Design	Program leadership is to be commended for addressing the recommendations of last year's program review and making a difficult decision regarding the program. Based on the results of the program review, long-term viability of the program is questionable given declining enrollment and local employment trends over the past three years.	It is evident that much thought and reflection went into the recommendation to close out the Mechanical Engineering Technology/Drafting & Design Program and start the Computer-aided Drafting Program. The committee concurs with program leadership in their assessment to discontinue the MET Drafting & Design program and develop a formal "teach-out" plan to assist currently enrolled students. The committee recommends that no more students be admitted to the program, effective immediately. It is further recommended that a proposal for the closure of the Mechanical Engineering Technology/Drafting & Design program be made to the Executive Leadership Team in adequate time for final decisions to be made before July 2014. The committee does not recommend the immediate pursuit of the CAD program at this time. Instead, the

		committee suggests that faculty and program leadership conduct a SWOT analysis to identify the feasibility of a CAD program implementation. A SWOT analysis will identify strengths, weaknesses, opportunities, and threats to the program and will provide a foundation for deciding whether or not the CAD program is a strategic program option for the College and the local/regional community at-large. Furthermore, this exercise will identify community partners, potential employers of graduates, university connections, and other aspects that can be used to “fine-tune” the program’s potential. As a component of the overall analysis, program leadership should not just evaluate the possibility of a CAD program implementation, but also holistically investigate other potential cutting-edge programs that could better connect to the institution’s strategic position as a 21st Century Community College. The Committee recommends conducting the SWOT analysis for a period no longer than six months from July 2014 (through December 2014) and presenting a completed summary report to the Executive Leadership Team in January 2015 for review.
Medical Office Administration	Program leadership is to be commended for: creating a completely online program that meets the needs of its students; creating a partnership with Mercy Clinic that provides hands-on experiences for MOA students; and creating a program that is consistently working to move students through to completion. Enrollment rates from AY 2008-2009 to AY 2012-2013 have shown a 77% increase and there are currently over 200 students enrolled in the program. Additionally, graduation rates during the same time period have shown a 218% increase.	Program leadership should: explore ways to move student through the program more quickly; continue to pursue student credentialing through AAPC; pursue the recommendation of contacting students who have only a few courses left and advise them of options to complete the program; work with Basic Skills to create additional pathways to the program; work with College leadership to develop an institutional “service learning” program that would provide internship or clinical experiences for students; explore grant opportunities; and work with Marketing and other departments within the College community to more aggressively market the uniqueness of the MOA program. Currently, there is no full-time faculty for the program. The committee therefore recommends program leadership request the funding for hiring a full-time

		faculty for MOA. This will provide the program with a coordinator as well as place the HIT program in compliance with their accreditation.
Enhancement - No major issues were identified; recommendations would enhance the program Improvement - Some concerns were identified; improvements are required Discontinue - Serious concerns were raised; program should be discontinued		

NC

COMMUNITY COLLEGES

CREATING SUCCESS

2014 PERFORMANCE
MEASURES **for**
STUDENT SUCCESS



Overview of the 2014 Performance Measures for Student Success

SuccessNC was a four-year strategic planning process (2009-2013) in the NC Community College System that resulted in the development and implementation of a variety of initiatives related to student success. As part of that planning effort, the System developed and approved a new set of eight performance measures and a new formula for allocating performance funding based on each college's success in achieving system-wide goals in those eight metrics as listed below:

- Basic Skills Student Progress
- GED Diploma Passing Rate
- Developmental Student Success Rate in College-Level English Courses
- Developmental Student Success Rate in College-Level Math Courses
- First Year Progression
- Curriculum Student Completion
- Licensure and Certification Passing Rate
- College Transfer Performance

The [2014 Performance Measures for Student Success](#) Report demonstrates how all 58 colleges are doing on the performance measures, and the results are mixed but encouraging. In the 2014 report shows slight-to-moderate (2.1 percent or less) system-wide increases over the 2013 performance report in the percentage of students who:

- Completed basic skills programs
- Passed the high school equivalency exam
- Successfully completed the first 12 curriculum hours
- Graduated, transferred or remained in college programs

It shows a slight decrease (1.4 percent or less) in the percentage of students who:

- Passed licensure and certification exams as first-time test takers
- Succeeded in college-level English and math courses after taking developmental coursework in those respective areas
- Earned a GPA of 2.00 or better at a transfer institution

The dashboard of performance measures outcomes helps colleges identify areas that may require immediate attention while also demonstrating the areas where they are on the right path toward meeting student success goals. The new performance measures have only recently been implemented so the System expects to see continued variations in the short term. However, longer term results are expected to improve as colleges hone their student success efforts.

Already across the state, colleges are actively working to address areas that need improvement by reaching out to sister institutions and developing an internal mentoring network whereby colleges learn from the accomplishments and best practices of their peers.

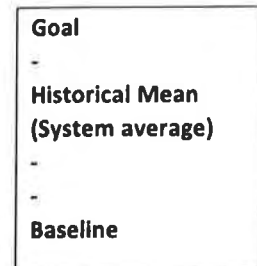
During the 2013-14 fiscal year, \$9 million in performance funding was distributed to community colleges based on the outcomes reported in the 2013 Performance Summary. In the 2014-15 fiscal year, performance funding increases to \$24 million, offering another incentive for North Carolina's 58 community colleges to continue to increase their emphasis on student success.

About the Measures

System-wide baselines and goals are associated with each of these measures and are based on statistical norms calculated from historical results. Using this approach, each measure is expected to include results exceeding the goal as well as results that may fall below the baseline.

How are performance measure baselines and goals determined?

- Each performance measure is based on three years of historical data (if available).
- The "mean" is the System average of these three years. The baseline is set two standard deviations below the mean, or system average, based on three years of data. The goal is set one standard deviation above the mean.
- The same baseline and goal applies to each college.
- The baselines and goals will be revisited every three years.



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FORMULA BUDGET BY COLLEGE
FY 2014-15**

Community Colleges	Curriculum	Continuing		Institutional	Performance	
		Education	Basic Skills		Support	Based Allocation*
Alamance CC	\$12,281,571	\$1,086,034	\$1,354,377	\$8,177,956	\$386,789	\$23,286,727
Asheville-Buncombe TCC	21,747,148	2,015,150	1,557,291	13,279,721	551,338	39,150,648
Beaufort County CC	5,844,074	687,682	543,892	4,347,795	118,028	11,541,471
Bladen CC	4,388,354	757,155	297,772	3,564,556	47,444	9,055,281
Blue Ridge CC	6,442,953	1,469,187	569,335	5,618,870	183,211	14,283,556
Brunswick CC	4,866,746	1,048,914	892,866	4,279,835	155,406	11,243,767
Caldwell CC & TI	11,611,679	1,783,385	1,186,251	8,563,255	343,011	23,487,581
Cape Fear CC	25,995,757	2,454,115	1,913,923	16,766,415	841,255	47,971,465
Carteret CC	5,236,314	1,077,734	459,421	4,279,835	122,198	11,175,502
Catawba Valley CC	12,947,148	1,811,433	1,052,053	8,767,509	409,024	24,987,167
Central Carolina CC	13,611,291	2,695,925	3,021,680	11,483,426	305,432	31,117,754
Central Piedmont CC	49,328,709	1,796,835	5,454,603	31,765,386	1,564,843	89,910,376
Cleveland CC	9,807,310	1,519,675	550,563	6,719,028	217,524	18,814,100
Coastal Carolina CC	12,940,374	2,215,564	815,324	8,937,973	519,309	25,428,544
College of The Albemarle	7,241,840	822,102	795,110	5,783,673	233,079	14,875,804
Craven CC	9,040,165	1,197,552	608,426	6,769,093	244,636	17,859,872
Davidson County CC	11,582,512	1,289,510	1,763,040	8,578,528	366,271	23,579,861
Durham TCC	13,332,075	1,672,771	1,414,393	8,973,088	350,069	25,742,396
Edgecombe CC	8,366,106	933,535	812,734	6,349,440	111,388	16,573,203
Fayetteville TCC	31,590,008	6,079,141	3,837,423	22,236,457	585,172	64,328,201
Forsyth TCC	25,880,581	2,747,514	2,515,761	16,166,322	776,926	48,087,104
Gaston College	16,408,695	1,085,432	1,143,819	11,080,896	547,014	30,265,856
Guilford TCC	37,547,789	2,511,333	3,842,062	24,163,469	936,876	69,001,529
Halifax CC	4,815,554	902,186	413,656	3,917,948	124,898	10,174,242
Haywood CC	6,370,550	848,069	230,215	4,560,170	151,304	12,160,308
Isothermal CC	7,101,078	787,190	574,578	5,036,505	207,913	13,707,264
James Sprunt CC	4,547,619	748,894	296,999	3,671,593	118,221	9,383,326
Johnston CC	12,766,320	1,779,588	966,922	8,487,174	385,660	24,385,664
Lenoir CC	8,302,587	4,867,263	1,526,817	8,393,729	228,909	23,319,305
Martin CC	2,610,190	706,156	512,979	2,737,143	56,145	6,622,613
Mayland CC	3,779,211	1,348,020	1,194,936	4,006,296	95,211	10,423,674
McDowell TCC	4,096,358	732,275	470,203	3,455,820	95,658	8,850,314
Mitchell CC	8,580,132	1,060,769	854,202	6,142,554	310,211	16,947,868
Montgomery CC	2,854,224	730,879	318,046	2,813,598	61,045	6,777,792
Nash CC	9,541,297	1,342,824	585,443	6,555,411	213,137	18,238,112
Pamlico CC	2,056,074	558,784	280,451	2,373,557	37,281	5,306,147
Piedmont CC	5,098,817	1,910,864	655,526	5,178,214	125,356	12,968,777
Pitt CC	25,340,054	1,678,913	1,532,102	14,995,711	572,962	44,119,742
Randolph CC	8,758,993	962,053	1,132,440	6,268,280	263,071	17,384,837
Richmond CC	7,050,695	1,139,366	1,759,165	5,804,453	178,528	15,932,207
Roanoke-Chowan CC	2,731,319	584,948	305,855	2,672,581	64,451	6,359,154
Robeson CC	7,446,225	1,966,168	2,192,064	6,740,602	138,410	18,483,469
Rockingham CC	5,824,423	827,787	453,163	4,368,183	166,396	11,639,952
Rowan-Cabarrus CC	18,311,207	2,269,187	1,666,258	13,900,055	508,559	36,655,266
Sampson CC	4,445,660	1,071,488	1,241,251	4,228,865	90,826	11,078,090
Sandhills CC	11,463,947	1,099,426	1,341,025	7,838,720	296,505	22,039,623
South Piedmont CC	6,260,522	1,960,034	1,273,988	6,121,774	151,811	15,768,129
Southeastern CC	4,919,876	1,898,700	1,328,035	5,008,706	108,302	13,263,619
Southwestern CC	7,332,594	1,432,630	483,430	5,943,379	200,144	15,392,177
Stanly CC	7,901,654	1,416,585	724,343	6,388,517	284,358	16,715,457
Surry CC	9,686,461	1,534,189	948,321	6,893,512	271,354	19,333,837
Tri-County CC	4,343,869	508,900	191,235	3,333,492	65,475	8,442,971
Vance-Granville CC	10,248,496	1,758,496	1,458,736	8,530,564	229,247	22,225,539
Wake TCC	51,926,175	4,826,299	5,757,975	34,585,592	1,284,424	98,380,465
Wayne CC	11,460,126	1,323,781	1,324,013	7,787,186	341,720	22,236,826
Western Piedmont CC	7,455,033	1,107,022	1,473,344	5,884,306	260,969	16,180,674
Wilkes CC	8,830,712	1,468,363	983,483	6,925,401	260,541	18,468,500
Wilson CC	5,358,287	997,807	808,528	4,451,434	134,755	11,750,811
TOTAL	\$667,655,538	\$90,913,581	\$73,661,846	\$482,653,551	\$18,000,000	\$1,332,884,516

*Excludes Basic Skills PBF, which is embedded in Basic Skills Block Grant

April 2014 Performance Summary - Eastern North Carolina Institutions

	A. Basic Skills Progress	B. GED Pass Rate	C. Dev Eng Subseq Success	D. Dev Math Subseq Success	E. Year One Progress	F. Curr Completion Rate	G. Licensure Pass Rate	H. Transfer Perform	Met or Exceeded Goal	Below Goal, Above College Average	Below College Average, Above Baseline	Below Baseline
System Goal	51.2%	82.0%	74.9%	75.4%	74.6%	45.6%	91.7%	93.8%				
System Baseline	20.6%	49.3%	45.2%	47.5%	53.2%	28.6%	71.0%	71.2%				
Average College Percentage	41.3%	73.6%	64.4%	64.4%	68.3%	43.6%	83.2%	87.8%				
System Totals (All Students)	42.0%	71.7%	64.3%	63.6%	68.3%	43.0%	85.0%	87.8%				
Craven CC	33.7%	72.7%	60.1%	63.2%	69.4%	44.2%	79.7%	89.4%	0	3	5	0
Carteret CC	24.3%	78.9%	68.6%	71.2%	54.7%	38.0%	83.9%	89.4%	0	5	3	0
Coastal CC	48.6%	64.9%	66.1%	63.3%	74.1%	51.4%	91.1%	92.2%	1	5	2	0
Lenior CC	47.5%	66.1%	59.1%	49.7%	65.8%	46.0%	77.3%	87.4%	1	1	6	0
Pamlico CC	38.8%	82.6%	60.0%	78.9%	86.1%	54.7%	81.0%	100.0%	5	0	3	0
Pitt CC	42.8%	69.3%	65.0%	53.0%	64.5%	45.6%	87.3%	86.6%	0	4	4	0

April 2014 Performance Summary - Benchmark Institutions

	A. Basic Skills Progress	B. GED Pass Rate	C. Dev Eng Subseq Success	D. Dev Math Subseq Success	E. Year One Progress	F. Curr Completion Rate	G. Licensure Pass Rate	H. Transfer Perform	Met or Exceeded Goal	Below Goal, Above College Average	Below College Average, Above Baseline	Below Baseline
System Goal	51.2%	82.0%	74.9%	75.4%	74.6%	45.6%	91.7%	93.8%				
System Baseline	20.6%	49.3%	45.2%	47.5%	53.2%	28.6%	71.0%	71.2%				
Average College Percentage	41.3%	73.6%	64.4%	64.4%	68.3%	43.6%	83.2%	87.8%				
System Totals (All Students)	42.0%	71.7%	64.3%	63.6%	68.3%	43.0%	85.0%	87.8%				
Craven CC	33.7%	72.7%	60.1%	63.2%	69.4%	44.2%	79.7%	89.4%	0	3	5	0
Central Piedmont CC	52.9%	79.5%	78.2%	65.1%	71.7%	39.8%	91.5%	85.3%	2	4	2	0
Fayetteville Tech CC	33.7%	85.7%	55.0%	54.3%	59.5%	36.7%	88.1%	88.5%	1	2	5	0
Sandhills CC	26.6%	62.7%	62.7%	58.7%	68.9%	41.8%	86.6%	83.7%	0	2	6	0
Wake Tech CC	35.1%	68.3%	51.7%	63.6%	71.6%	42.2%	90.6%	90.1%	0	3	5	0

April 2014 Performance Summary

-  Met or Exceeded Goal
-  Above College Avg, Below Goal
-  Above Baseline, Below Avg
-  Below Baseline

	A. BASIC SKILLS PROGRESS	B. GED PASS RATE	C. DEV ENG SUBSEQ SUCCESS	D. DEV MATH SUBSEQ SUCCESS	E. YEAR ONE PROGRESS	F. CURR COMPLET- ION RATE	G. LICENSURE PASS RATE	H. TRANSFER PERFORM				
System Goal	51.2%	82.0%	74.9%	75.4%	74.6%	45.6%	91.7%	93.8%				
System Baseline	20.6%	49.3%	45.2%	47.5%	53.2%	28.6%	71.0%	71.2%				
Average College Percentage	41.3%	73.6%	64.4%	64.4%	68.3%	43.6%	83.2%	87.8%				
System Totals (All Students)	42.0%	71.7%	64.3%	63.6%	68.3%	43.0%	85.0%	87.8%				
Alamance CC	 24.5%	 80.5%	 72.3%	 63.2%	 69.3%	 45.8%	 82.2%	 87.5%	1	3	4	0
Asheville-Buncombe TCC	 45.8%	 51.5%	 63.0%	 55.8%	 72.1%	 44.3%	 87.2%	 92.5%	0	5	3	0
Beaufort County CC	 36.0%	 60.0%	 69.1%	 57.0%	 63.0%	 47.7%	 85.5%	 91.5%	1	3	4	0
Bladen CC	 50.7%	 64.9%	 53.3%	 50.9%	 51.4%	 37.5%	 69.5%	 72.9%	0	1	5	2
Blue Ridge CC	 34.4%	 61.1%	 68.9%	 71.8%	 67.5%	 43.6%	 86.5%	 90.8%	0	5	3	0
Brunswick CC	 50.1%	 48.5%	 68.5%	 84.3%	 76.0%	 40.0%	 78.3%	 86.4%	2	2	3	1
Caldwell CC & TI	 46.3%	 71.8%	 62.3%	 65.4%	 69.4%	 47.6%	 78.4%	 85.4%	1	3	4	0
Cape Fear CC	 37.7%	 69.9%	 65.9%	 59.8%	 69.7%	 47.6%	 91.0%	 87.5%	1	3	4	0
Carteret CC	 24.3%	 78.9%	 68.6%	 71.2%	 54.7%	 38.0%	 83.9%	 89.4%	0	5	3	0
Catawba Valley CC	 38.4%	 74.7%	 75.5%	 62.0%	 69.2%	 38.4%	 79.7%	 89.6%	1	3	4	0
Central Carolina CC	 53.9%	 69.7%	 63.6%	 68.6%	 68.2%	 45.7%	 85.6%	 91.5%	2	3	3	0
Central Piedmont CC	 52.9%	 79.5%	 78.2%	 65.1%	 71.7%	 39.8%	 91.5%	 85.3%	2	4	2	0
Cleveland CC	 56.0%	 87.1%	 71.1%	 60.7%	 61.8%	 36.7%	 86.5%	 90.2%	2	3	3	0
Coastal Carolina CC	 48.6%	 64.9%	 66.1%	 63.3%	 74.1%	 51.4%	 91.1%	 92.2%	1	5	2	0
College of The Albemarle	 45.7%	 71.6%	 62.3%	 69.3%	 71.2%	 46.9%	 89.1%	 83.7%	1	4	3	0
Craven CC	 33.7%	 72.7%	 60.1%	 63.2%	 69.4%	 44.2%	 79.7%	 89.4%	0	3	5	0
Davidson County CC	 52.1%	 76.1%	 67.6%	 63.8%	 80.0%	 44.9%	 88.8%	 87.8%	2	5	1	0
Durham TCC	 40.3%	 71.2%	 52.7%	 67.7%	 62.2%	 38.9%	 87.5%	 90.0%	0	3	5	0
Edgecombe CC	 47.6%	 75.9%	 62.5%	 34.6%	 57.8%	 46.9%	 77.8%	 86.0%	1	2	4	1
Fayetteville TCC	 33.7%	 85.7%	 55.0%	 54.3%	 59.5%	 36.7%	 88.1%	 88.5%	1	2	5	0
Forsyth TCC	 50.8%	 74.9%	 66.9%	 61.6%	 72.4%	 45.2%	 93.2%	 88.7%	1	6	1	0
Gaston College	 35.9%	 75.5%	 74.6%	 71.7%	 72.7%	 38.4%	 91.2%	 85.4%	0	5	3	0
Guilford TCC	 29.9%	 67.3%	 50.8%	 64.7%	 63.2%	 43.5%	 86.5%	 85.9%	0	2	6	0
Halifax CC	 45.5%	 48.5%	 66.7%	 64.2%	 65.7%	 46.2%	 83.3%	 90.9%	1	4	2	1
Haywood CC	 49.7%	 77.1%	 73.2%	 59.4%	 75.1%	 51.8%	 79.1%	 86.8%	2	3	3	0
Isothermal CC	 22.0%	 83.7%	 74.9%	 71.0%	 67.8%	 38.6%	 81.3%	 94.2%	2	2	4	0
James Sprunt CC	 68.7%	 80.6%	 64.7%	 56.8%	 68.7%	 50.3%	 84.2%	 84.6%	2	4	2	0
Johnston CC	 38.4%	 68.4%	 78.6%	 65.6%	 76.2%	 47.9%	 81.7%	 87.1%	3	1	4	0
Lenoir CC	 47.5%	 66.1%	 59.1%	 49.7%	 65.8%	 46.0%	 77.3%	 87.4%	1	1	6	0
Martin CC	 31.9%	 86.4%	 65.6%	 77.8%	 64.4%	 46.6%	 64.4%	 60.0%	3	1	2	2
Mayland CC	 40.4%	 80.2%	 66.7%	 65.3%	 63.3%	 54.4%	 76.6%	 96.3%	2	3	3	0
McDowell TCC	 35.8%	 76.4%	 81.1%	 83.1%	 56.1%	 35.6%	 89.7%	 79.4%	2	2	4	0
Mitchell CC	 41.4%	 90.8%	 65.7%	 66.3%	 72.2%	 41.6%	 86.8%	 87.9%	1	6	1	0
Montgomery CC	 41.1%	 77.4%	 73.2%	 36.2%	 84.1%	 44.2%	 88.9%	 100.0%	2	4	1	1
Nash CC	 25.7%	 66.2%	 56.3%	 73.6%	 61.4%	 44.0%	 73.1%	 90.0%	0	3	5	0
Pamlico CC	 38.8%	 82.6%	 60.0%									

5. Performance-Based Funding Allocations

Purpose: Section 10.5 of S.L. 2013-360 amends G.S. 115D-31.3 to direct the State Board to implement a system of accountability measures and performance standards for community colleges and to allocate funds based on an evaluation of each institution's performance. Furthermore, the General Assembly directed the State Board to allocate \$24 million in FY 2014-15 based on college performance: \$18 million is allocated in this section and \$6 million is allocated as part of the Basic Skills Block Grant.¹²

Allocation Method: In FY 2014-15, this component is based on college performance on six performance measures: 1) success rates of developmental students in subsequent college-level English courses, 2) success rates of developmental students in subsequent college-level Math courses, 3) progress of first-year curriculum students, 4) curriculum student retention and graduation, 5) attainment of licensure and certifications by students, and 6) performance of students who transfer to a four-year institution. In addition, a portion of the Basic Skills Block Grant is allocated based on college performance on the remaining two performance measures: 7) progress of basic skills students and 8) GED attainment.

For each measure, colleges are allocated \$3 million through two components:

- **Quality:** Program quality is evaluated by determining a college's rate of student success on each measure as compared to a systemwide performance baseline and goal.
 - If a college does not meet the baseline, it receives no performance-based funding through the quality component for that measure;
 - If a college exceeds the baseline, but does not meet the goal, it receives a portion of the performance-based funding for which it would be eligible;
 - If a college meets the goal, it receives 100% of the performance-based funding for which it would be eligible; and,
 - If a college exceeds the goal, it would receive more than 100% of the performance-based funding for which it would be eligible.
- **Impact:** Program impact on student outcomes is evaluated by the number of students succeeding on each measure.

Additional detail on the quality and impact calculations for each measure can be found in Appendix D.

Fiscal Management: These funds may be budgeted and expended flexibly for the same purposes as other instructional and non-instructional formula funds.

- Purpose codes: 1XX, 220, 310, 311, 321, 322, 323, 324, 410, 421, 422, 430, 510
- Vocational code: 97, 20

¹² Joint Conference Committee Report on Continuation, Expansion, and Capital Budgets dated July 21, 2013: Items 39, page F-8.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2014-15 PERFORMANCE-BASED FUNDING (excluding Basic Skills PBF)

College	Dev. English Subsequent Success			Dev. Math Subsequent Success			First Year Progresssion		
	Quality	Impact	Total PBF\$	Quality	Impact	Total PBF\$	Quality	Impact	Total PBF\$
Alamance CC	57,244	25,052	82,296	42,699	31,209	73,908	45,079	17,550	62,629
Asheville-Buncombe TCC	43,126	25,052	68,178	35,131	42,750	77,881	65,178	22,537	87,715
Beaufort County CC	11,004	5,215	16,219	5,277	5,771	11,048	10,138	5,914	16,052
Bladen CC	4,843	5,215	10,058	2,498	6,831	9,329	0	3,672	3,672
Blue Ridge CC	19,923	9,499	29,422	19,476	10,481	29,957	18,684	7,963	26,647
Brunswick CC	14,293	6,892	21,185	30,196	12,601	42,797	22,652	6,842	29,494
Caldwell CC and TI	26,446	15,832	42,278	40,237	26,733	66,970	46,541	18,053	64,594
Cape Fear CC	88,696	46,379	135,075	54,002	47,696	101,698	103,573	39,584	143,157
Carteret CC	11,424	5,495	16,919	20,253	11,070	31,323	1,419	4,755	6,174
Catawba Valley CC	61,717	25,238	86,955	38,721	30,149	68,870	49,303	19,290	68,593
Central Carolina CC	19,199	10,896	30,095	25,318	14,957	40,275	33,962	13,994	47,956
Central Piedmont CC	346,131	134,665	480,796	149,024	100,456	249,480	183,200	64,170	247,370
Cleveland CC	28,555	12,852	41,407	18,755	15,663	34,418	13,545	8,814	22,359
Coastal Carolina CC	42,723	22,165	64,888	54,186	39,452	93,638	57,393	18,439	75,832
College of the Albemarle	14,191	8,475	22,666	21,564	12,483	34,047	29,002	10,399	39,401
Craven CC	11,703	7,730	19,433	30,030	22,023	52,053	24,261	9,394	33,655
Davidson County CC	41,542	20,582	62,124	25,240	18,018	43,258	56,447	15,269	71,716
Durham TCC	18,144	20,954	39,098	46,527	28,382	74,909	23,456	14,728	38,184
Edgecombe CC	19,634	11,641	31,275	0	8,479	8,479	6,170	7,036	13,206
Fayetteville TCC	52,783	48,614	101,397	30,234	43,927	74,161	43,192	36,994	80,186
Forsyth TCC	100,549	50,849	151,398	52,751	42,043	94,794	111,672	38,077	149,749
Gaston College	70,527	29,336	99,863	64,931	34,977	99,908	78,665	26,596	105,261
Guilford TCC	39,096	58,579	97,675	127,232	87,148	214,380	89,703	51,220	140,923
Halifax CC	19,005	9,685	28,690	11,423	8,008	19,431	15,487	7,345	22,832
Haywood CC	20,204	8,661	28,865	9,840	8,950	18,790	21,426	6,649	28,075
Isothermal CC	28,782	11,921	40,703	29,328	16,134	45,462	19,801	8,311	28,112
James Sprunt CC	18,819	10,244	29,063	7,527	8,362	15,889	13,271	5,335	18,606
Johnston CC	54,025	20,861	74,886	31,548	20,845	52,393	61,107	18,323	79,430
Lenoir CC	14,712	10,244	24,956	2,096	8,715	10,811	21,300	10,051	31,351
Martin CC	7,053	3,725	10,778	12,341	5,771	18,112	4,324	2,242	6,566
Mayland CC	6,944	3,539	10,483	5,646	3,769	9,415	6,004	3,402	9,406
McDowell TCC	10,810	4,005	14,815	14,962	6,359	21,321	1,945	3,363	5,308
Mitchell CC	39,286	20,675	59,961	32,842	21,080	53,922	39,828	13,723	53,551
Montgomery CC	6,509	2,794	9,303	0	2,002	2,002	14,123	3,479	17,602
Nash CC	12,036	10,058	22,094	43,642	22,376	66,018	15,089	10,167	25,256
Pamlico CC	420	279	699	3,865	1,767	5,632	10,117	2,397	12,514
Piedmont CC	20,165	9,034	29,199	18,006	10,717	28,723	19,936	6,185	26,121
Pitt CC	88,797	47,869	136,666	16,524	28,735	45,259	66,410	34,327	100,737
Randolph CC	32,560	14,435	46,995	45,178	22,376	67,554	33,925	12,757	46,682
Richmond CC	25,972	15,460	41,432	24,836	17,665	42,501	27,857	9,123	36,980
Roanoke Chowan CC	5,365	3,911	9,276	13,668	6,124	19,792	6,957	3,015	9,972
Robeson CC	11,234	12,200	23,434	4,945	12,366	17,311	0	8,582	8,582
Rockingham CC	10,598	8,475	19,073	28,199	18,725	46,924	28,129	9,703	37,832
Rowan-Cabarrus CC	84,273	41,443	125,716	57,527	34,859	92,386	28,963	22,382	51,345
Sampson CC	0	5,029	5,029	0	5,535	5,535	21,253	5,605	26,858
Sandhills CC	35,179	20,675	55,854	14,582	13,897	28,479	43,108	17,125	60,233
South Piedmont CC	11,975	8,195	20,170	9,919	8,126	18,045	11,709	6,262	17,971
Southeastern CC	3,723	5,495	9,218	18,260	7,184	25,444	0	5,103	5,103
Southwestern CC	8,933	7,823	16,756	27,565	15,310	42,875	22,271	7,383	29,654
Stanly CC	27,366	12,572	39,938	57,824	25,909	83,733	33,488	10,476	43,964
Surry CC	23,298	12,200	35,498	24,151	12,954	37,105	17,667	8,118	25,785
Tri-County CC	9,270	4,005	13,275	0	3,062	3,062	8,802	3,943	12,745
Vance-Granville CC	19,602	13,783	33,385	6,736	8,833	15,569	41,354	15,424	56,778
Wake TCC	33,853	44,330	78,183	140,149	100,574	240,723	221,411	77,932	299,343
Wayne CC	35,755	19,464	55,219	19,727	16,959	36,686	45,569	15,888	61,457
Western Piedmont CC	19,339	12,014	31,353	30,574	17,312	47,886	36,775	11,288	48,063
Wilkes CC	32,739	15,180	47,919	26,576	12,837	39,413	45,322	14,303	59,625
Wilson CC	12,876	7,540	20,416	31,847	16,369	48,216	15,161	5,875	21,036
	1,934,970	1,065,030	3,000,000	1,756,135	1,243,865	3,000,000	2,133,124	866,876	3,000,000

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2014-15 PERFORMANCE-BASED FUNDING (excluding Basic Skills PBF)

College	Curriculum Completion			Licensure Passing Rates			College Transfer Performance			Total*
	Quality	Impact	Total PBF\$	Quality	Impact	Total PBF\$	Quality	Impact	Total PBF\$	PBF \$
Alamance CC	69,643	11,579	81,222	26,115	14,908	41,023	33,450	12,261	45,711	386,789
Asheville-Buncombe TCC	61,306	10,795	72,101	91,484	38,154	129,638	89,357	26,468	115,825	551,338
Beaufort County CC	22,238	3,474	25,712	21,410	9,808	31,218	13,595	4,184	17,779	118,028
Bladen CC	8,521	2,248	10,769	0	8,043	8,043	1,389	4,184	5,573	47,444
Blue Ridge CC	32,085	5,823	37,908	24,711	10,691	35,402	18,134	5,741	23,875	183,211
Brunswick CC	14,896	3,269	18,165	10,560	8,827	19,387	17,566	6,812	24,378	155,406
Caldwell CC and TI	63,447	9,944	73,391	13,810	11,378	25,188	50,058	20,532	70,590	343,011
Cape Fear CC	130,159	20,365	150,524	99,135	34,917	134,052	129,263	47,486	176,749	841,255
Carteret CC	13,097	3,303	16,400	23,358	11,770	35,128	12,167	4,087	16,254	122,198
Catawba Valley CC	48,291	11,885	60,176	21,663	15,399	37,062	65,571	21,797	87,368	409,024
Central Carolina CC	50,288	8,412	58,700	57,515	26,188	83,703	34,194	10,509	44,703	305,432
Central Piedmont CC	156,160	34,770	190,930	88,386	30,602	118,988	196,124	81,155	277,279	1,564,843
Cleveland CC	14,786	4,189	18,975	39,204	16,968	56,172	33,392	10,801	44,193	217,524
Coastal Carolina CC	87,208	12,294	99,502	66,798	23,147	89,945	73,512	21,992	95,504	519,309
College of the Albemarle	40,660	6,505	47,165	41,822	15,987	57,809	21,968	10,023	31,991	233,079
Craven CC	42,034	7,458	49,492	25,849	18,439	44,288	34,233	11,482	45,715	244,636
Davidson County CC	47,093	8,105	55,198	60,348	23,344	83,692	36,952	13,331	50,283	366,271
Durham TCC	29,930	7,083	37,013	61,398	25,305	86,703	55,868	18,294	74,162	350,069
Edgecombe CC	20,836	3,337	24,173	9,257	8,239	17,496	11,991	4,768	16,759	111,388
Fayetteville TCC	55,194	15,699	70,893	114,702	45,804	160,506	72,632	25,397	98,029	585,172
Forsyth TCC	110,979	18,866	129,845	95,606	31,092	126,698	92,428	32,014	124,442	776,926
Gaston College	56,742	13,894	70,636	83,618	29,327	112,945	41,372	17,029	58,401	547,014
Guilford TCC	152,180	27,823	180,003	96,239	41,587	137,826	118,680	47,389	166,069	936,876
Halifax CC	22,387	3,678	26,065	10,294	5,395	15,689	9,272	2,919	12,191	124,898
Haywood CC	34,698	4,836	39,534	11,255	8,533	19,788	11,776	4,476	16,252	151,304
Isothermal CC	17,909	4,325	22,234	17,528	10,691	28,219	33,744	9,439	43,183	207,913
James Sprunt CC	21,858	3,167	25,025	12,697	6,277	18,974	7,453	3,211	10,664	118,221
Johnston CC	59,951	9,297	69,248	35,384	20,990	56,374	38,830	14,499	53,329	385,660
Lenoir CC	36,222	5,994	42,216	40,709	38,742	79,451	29,323	10,801	40,124	228,909
Martin CC	12,827	2,077	14,904	0	5,493	5,493	0	292	292	56,145
Mayland CC	33,618	4,427	38,045	7,626	8,043	15,669	9,663	2,530	12,193	95,211
McDowell TCC	7,268	2,316	9,584	27,733	10,299	38,032	3,971	2,627	6,598	95,658
Mitchell CC	36,800	7,356	44,156	31,755	13,535	45,290	39,221	14,110	53,331	310,211
Montgomery CC	13,830	2,452	16,282	8,144	3,139	11,283	3,697	876	4,573	61,045
Nash CC	37,216	6,641	43,857	4,540	12,260	16,800	29,479	9,633	39,112	213,137
Pamlico CC	7,549	988	8,537	2,643	1,667	4,310	4,519	1,070	5,589	37,281
Piedmont CC	26,354	4,257	30,611	1,201	3,923	5,124	2,367	3,211	5,578	125,356
Pitt CC	80,755	13,520	94,275	60,298	25,011	85,309	79,967	30,749	110,716	572,962
Randolph CC	26,008	5,210	31,218	19,931	11,574	31,505	30,262	8,855	39,117	263,071
Richmond CC	22,989	4,359	27,348	0	5,885	5,885	18,544	5,838	24,382	178,528
Roanoke-Chowan CC	11,958	2,316	14,274	1,492	3,041	4,533	5,144	1,460	6,604	64,451
Robeson CC	19,614	4,734	24,348	34,208	12,751	46,959	12,813	4,963	17,776	138,410
Rockingham CC	32,936	6,062	38,998	0	8,337	8,337	10,172	5,060	15,232	166,396
Rowan-Cabarrus CC	54,688	14,507	69,195	65,268	33,544	98,812	51,643	19,462	71,105	508,559
Sampson CC	16,870	2,690	19,560	15,834	7,356	23,190	5,497	5,157	10,654	90,826
Sandhills CC	42,237	8,378	50,615	44,212	19,028	63,240	26,115	11,969	38,084	296,505
South Piedmont CC	24,374	4,972	29,346	26,292	12,555	38,847	21,204	6,228	27,432	151,811
Southeastern CC	26,491	4,802	31,293	6,513	9,906	16,419	15,278	5,547	20,825	108,302
Southwestern CC	23,932	4,223	28,155	32,096	10,985	43,081	30,281	9,342	39,623	200,144
Stanly CC	21,322	5,074	26,396	37,420	14,810	52,230	28,658	9,439	38,097	284,358
Surry CC	57,841	9,263	67,104	51,850	17,949	69,799	26,819	9,244	36,063	271,354
Tri-County CC	3,616	1,669	5,285	9,510	6,866	16,376	11,326	3,406	14,732	65,475
Vance-Granville CC	32,059	8,786	40,845	46,868	18,538	65,406	11,620	5,644	17,264	229,247
Wake TCC	163,461	31,637	195,098	115,260	41,391	156,651	237,261	77,165	314,426	1,284,424
Wayne CC	81,996	11,579	93,575	26,406	14,026	40,432	41,020	13,331	54,351	341,720
Western Piedmont CC	43,393	6,607	50,000	32,020	10,004	42,024	29,577	12,066	41,643	260,969
Wilkes CC	28,792	6,096	34,888	32,893	14,320	47,213	21,752	9,731	31,483	260,541
Wilson CC	15,758	3,235	18,993	1,910	8,434	10,344	12,538	3,212	15,750	134,755
	2,527,350	472,650	3,000,000	2,044,778	955,222	3,000,000	2,204,702	795,298	3,000,000	18,000,000

*Excludes Basic Skills PBF, which is embedded in Basic Skills Block Grant

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
FY 2014-15 BASIC SKILLS PERFORMANCE-BASED FUNDING**

College	Basic Skills Student Progress			GED Diploma Passing Rate			Basic Skills
	Quality	Impact	Total PBF\$	Quality	Impact	Total PBF\$	Total PBF \$
Alamance CC	8,530	11,670	20,200	64,602	23,781	88,383	108,583
Asheville-Buncombe TCC	37,880	14,994	52,874	9,473	31,809	41,282	94,156
Beaufort County CC	10,241	5,212	15,453	3,979	3,181	7,160	22,613
Bladen CC	10,601	3,890	14,491	12,232	7,271	19,503	33,994
Blue Ridge CC	11,691	6,345	18,036	14,121	10,452	24,573	42,609
Brunswick CC	17,255	6,383	23,638	0	9,694	9,694	33,332
Caldwell CC and TI	31,767	12,463	44,230	48,214	21,964	70,178	114,408
Cape Fear CC	45,403	21,792	67,195	37,915	18,328	56,243	123,438
Carteret CC	1,610	2,304	3,914	17,937	6,816	24,753	28,667
Catawba Valley CC	25,679	12,086	37,765	67,135	28,174	95,309	133,074
Central Carolina CC	108,492	38,297	146,789	59,923	29,234	89,157	235,946
Central Piedmont CC	314,247	112,171	426,418	108,116	40,595	148,711	575,129
Cleveland CC	24,639	8,498	33,137	12,436	4,090	16,526	49,663
Coastal Carolina CC	29,043	10,990	40,033	16,121	9,543	25,664	65,697
College of the Albemarle	24,370	9,669	34,039	38,362	17,571	55,933	89,972
Craven CC	10,835	6,081	16,916	13,679	6,059	19,738	36,654
Davidson County CC	77,575	27,948	105,523	44,143	17,874	62,017	167,540
Durham TCC	47,822	21,339	69,161	35,641	16,511	52,152	121,313
Edgecombe CC	32,344	12,426	44,770	38,702	15,753	54,455	99,225
Fayetteville TCC	65,052	36,446	101,498	86,032	28,931	114,963	216,461
Forsyth TCC	112,170	41,129	153,299	58,390	24,387	82,777	236,076
Gaston College	24,510	12,539	37,049	58,898	24,236	83,134	120,183
Guilford TCC	57,835	40,638	98,473	39,773	21,206	60,979	159,452
Halifax CC	12,419	4,948	17,367	0	12,269	12,269	29,636
Haywood CC	8,013	2,984	10,997	10,344	4,090	14,434	25,431
Isothermal CC	1,091	3,739	4,830	35,753	12,421	48,174	53,004
James Sprunt CC	23,412	7,289	30,701	10,314	3,787	14,101	44,802
Johnston CC	27,426	12,879	40,305	19,287	9,846	29,133	69,438
Lenoir CC	47,494	18,280	65,774	30,474	17,116	47,590	113,364
Martin CC	6,252	3,852	10,104	25,962	8,634	34,596	44,700
Mayland CC	22,401	9,971	32,372	33,123	12,269	45,392	77,764
McDowell TCC	7,567	3,890	11,457	30,509	12,269	42,778	54,235
Mitchell CC	22,906	9,933	32,839	57,750	18,025	75,775	108,614
Montgomery CC	9,158	4,003	13,161	15,786	6,210	21,996	35,157
Nash CC	3,320	3,626	6,946	12,187	6,816	19,003	25,949
Pamlico CC	4,630	2,153	6,783	8,131	2,878	11,009	17,792
Piedmont CC	15,141	7,214	22,355	30,616	13,330	43,946	66,301
Pitt CC	43,291	18,204	61,495	32,459	16,056	48,515	110,010
Randolph CC	39,170	16,769	55,939	13,202	6,513	19,715	75,654
Richmond CC	45,420	17,524	62,944	35,515	20,449	55,964	118,908
Roanoke Chowan CC	0	1,246	1,246	4,472	2,878	7,350	8,596
Robeson CC	45,094	19,375	64,469	22,626	6,665	29,291	93,760
Rockingham CC	15,593	6,269	21,862	21,531	11,360	32,891	54,753
Rowan-Cabarrus CC	22,889	14,201	37,090	81,794	38,777	120,571	157,661
Sampson CC	33,736	12,426	46,162	22,134	6,968	29,102	75,264
Sandhills CC	7,471	7,176	14,647	16,811	11,209	28,020	42,667
South Piedmont CC	49,338	19,148	68,486	42,712	19,237	61,949	130,435
Southeastern CC	38,352	15,447	53,799	32,246	13,935	46,181	99,980
Southwestern CC	18,972	7,138	26,110	49,630	20,449	70,079	96,189
Stanly CC	25,106	9,253	34,359	25,069	10,149	35,218	69,577
Surry CC	25,927	11,066	36,993	38,919	12,724	51,643	88,636
Tri-County CC	741	1,095	1,836	11,450	4,696	16,146	17,982
Vance-Granville CC	50,765	20,961	71,726	70,303	28,477	98,780	170,506
Wake TCC	122,025	64,432	186,457	168,132	86,339	254,471	440,928
Wayne CC	113,229	35,011	148,240	44,250	18,934	63,184	211,424
Western Piedmont CC	3,529	7,289	10,818	51,213	20,600	71,813	82,631
Wilkes CC	34,126	13,219	47,345	45,269	13,481	58,750	106,095
Wilson CC	26,245	10,840	37,085	25,225	11,662	36,887	73,972
	2,101,840	898,160	3,000,000	2,061,022	938,978	3,000,000	6,000,000

2013 vs. 2014 Performance Measures Comparison for Craven CC

2013 vs 2014 Performace Summary Comparisons for Craven Community College

	A. Basic Skills Progress	B. GED Pass Rate	C. Dev Eng Subseq Success	D. Dev Math Subseq Success	E. Year One Progress	F. Curr Completion Rate	G. Licensure Pass Rate	H. Transfer Perform	Met or Exceeded Goal	Below Goal, Above College Average	Below College Average, Above Baseline	Below Baseline
System Goal	51.2%	82.0%	74.9%	75.4%	74.6%	45.6%	91.7%	93.8%				
System Baseline	20.6%	49.3%	45.2%	47.5%	53.2%	28.6%	71.0%	71.2%				
Average College Percentage	41.3%	73.6%	64.4%	64.4%	68.3%	43.6%	83.2%	87.8%				
System Totals (All Students)	42.0%	71.7%	64.3%	63.6%	68.3%	43.0%	85.0%	87.8%				
Craven CC - 2013	31.9%	50.0%	49.6%	72.1%	66.5%	42.5%	86.0%	90.8%	0	4	4	0
Craven CC - 2014	33.7%	72.7%	60.1%	63.2%	69.4%	44.2%	79.7%	89.4%	0	3	5	0

Who may apply?

Transitioning service members and veterans are invited to complete the online application:

<http://www.ecuinnovate.org/ornc/conferences/application-for-tools-for-advanced-manufacturing>

How to Enroll

Complete instructions and schedules are found at <http://www.ecuinnovate.org/ornc/projects/tools-for-advanced-mfg-for-vets>.

1. Complete online application
2. Submit current resume and Joint Services Transcript, if you wish to have it evaluated, to TAMV@ecu.edu
3. Take and submit national Career Readiness Certificate (NCRC) exam score to TAMV@ecu.edu

ECU's Champions of Freedom Fund

Duke Energy through the Duke Energy Foundation awarded a grant to East Carolina University to support its *Champions of Freedom Fund* to expand assistance to military service members, veterans, and their families through Operation Reentry North Carolina. This funding allows ECU and its partners to continue offering *Tools for Advanced Manufacturing for Veterans* at NC Community Colleges near NC's military bases. For information about supporting East Carolina University's *Champions of Freedom Fund*, email ornc@ecu.edu.

How Tools for Advanced Manufacturing for Veterans Works

Exiting Military Service

Applying for TAMV:

- Submit *Online Application*
- Send *Resume, Test Score, & Joint Services Transcript* to: TAMV@ecu.edu
- Complete **ACT National Career Readiness Certificate™ (NCRC)** test at your local community college (\$30)

TAMV: 14 days of training, over 4 weeks

Hands-on demonstrations of advanced manufacturing equipment

Resume & interviewing preparation

*Speed interview with local & regional manufacturing firms

Instruction in design & innovation processes

*Introduction to industry standard technology and its use in the creative process

*Idea communication skills for product generation and improvement, model building strategies, and presentation skills

Completion of national technical certificates:

- *ACT National Career Readiness Certificate™ (NCRC)
- *OSHA30 & Lean Six Sigma Yellow Belt

Additional testing: *ACT WorkKeys® assessment tests

Prepared for jobs in manufacturing, health-care, education, & other industry sectors

ECU's Operation Reentry North Carolina
Craven Community College
Civic and Industry Leaders join to present...

Tools for Advanced Manufacturing for Veterans



Sponsored by ECU's Champions of Freedom Fund
with support from Duke Energy.



Tools for Advanced Manufacturing for Veterans (TAMV)

Tools for Advanced Manufacturing for Veterans (TAMV)

addresses the needs of both veterans entering civilian life and local manufacturers seeking technically-skilled, leadership-oriented employees for advanced manufacturing environments. The program is a robust collaboration among East Carolina University, and Craven Community College with a long history of supporting the military, and civic and industry partners. TAMV is a project of ECU's Operation Reentry North Carolina (ORNC).

Instruction is offered **at no cost to veterans** and is supported by private **donations** to the ECU's *Champions of Freedom Fund*. Successful students will finish the course with three national technical certificates: ACT National Career Readiness Certificate™ (NCRC™), OSHA 30 and Lean Six Sigma Yellow Belt (this is the coursework portion of the Green Belt, which requires projects), and are able to take additional ACT WorkKeys® assessment tests. Fork Lift Certification and Precision Measurements are offered at Craven Community College. Class attendance each day is required for the three week class to obtain the national certificates.

Additionally, the course provides hands-on demonstration of advanced manufacturing equipment; instruction in design and innovation processes; resume and interviewing preparation; and speed interviews with local and regional manufacturing firms. This process affords the veterans practice in civilian interviewing and opportunity to secure follow-up interviews with the represented companies.

Contact Information

ECU - Ruthann Cage
Director
Industry & Economic
Development

TAMV@ecu.edu
252-737-1343

Why You Should Attend

The best way to find greater opportunities for post-service employment and education is to prepare by transferring your skills, knowledge and abilities from the military to civilian employment. National certificates apply particularly in the manufacturing industry, and generally to many industries including healthcare, education, and other industry sectors.

North Carolina manufacturing firms and other industries are eager to capitalize on this once-in-a-generation opportunity to engage, employ and retain valuable human capital in North Carolina.

The TAMV program addresses the needs of both veterans entering civilian life and local manufacturers seeking skilled talent. The Speed Interviews match the hiring needs of regional companies to veterans' interest and experience. You build a civilian resume, sharpen your interview skills and have a chance to explore employment opportunities.

Typical Weekly Schedule

WEEK ONE: Design and Innovation Process training; HR Development training; WorkKeys® testing; Lean Six Sigma Yellow Belt training

WEEK TWO: Lean Six Sigma Yellow Belt training; OSHA 30 training

WEEK THREE: Manufacturing Plant tour; OSHA Inspection & Presentation; Hands-on Career Awareness Day; Speed Interviews with area manufacturers

What Makes this Program Unique

Because the program is a project of *Operation Reentry North Carolina (ORNC)*, it focuses on reintegration by veterans through education and employment opportunities. Instruction in both technical and soft skills enhance your readiness for civilian employment. The program:

- Provides hands-on experiences in advanced manufacturing topics and techniques;
- Evaluates preparation for current jobs requirements;
- Delivers stackable certificates, including the ACT WorkKeys® assessments, OSHA 30, and Lean Six Sigma Yellow Belt;
- Offers training in human-centered design thinking and innovation processes;
- Enables engagement with local employers seeking credentialed candidates for employment;
- Offers resume development and career counseling;
- Supports the reintegration efforts of ORNC.



Where TAMV is offered

Currently offered at Craven Community College and Fayetteville Technical Community College with additional Community Colleges to be scheduled.

Section IV

President, Craven Community College Search

Candidates' characteristics and how they approach things have a great deal to do with their ability to fit into the organization and make the anticipated contributions. It is ideal to recruit individuals who have the characteristics that will enable them to effectively interact with all College constituents, including Students, Faculty, Staff, the Board and the Community. During the candidate screening process we will be evaluating individuals against the preferred characteristics for this role. We want to understand what these are and their relative importance.

Please assist us by completing this questionnaire and returning it by November 1 to tfitzpatrick@shoemakersearch.com. Responses will form a composite characteristic profile.

How important are each of these characteristics for the new President?

Rate each of these on a 1-5 scale: 1-not important; 2-somewhat important; 3-mostly important; 4-very important; 5-critically important.

- ___ 1. Have vision
- ___ 2. Passionate about their role
- ___ 3. Willing to take strategic risks
- ___ 4. Build strong teams
- ___ 5. Establish urgency and buy-in from all constituents
- ___ 6. Plan and lead change
- ___ 7. Results oriented
- ___ 8. Effective communicator
- ___ 9. Ensure the organization's fiscal health
- ___ 10. Have significant fundraising experience
- ___ 11. Develop external partnerships
- ___ 12. Specific experience in the community college world

President, Craven Community College Search

Candidates' knowledge and experience indicate their ability to quickly contribute after they join a new organization. It is ideal, whenever possible, to recruit individuals who have experience in areas that the organization views as most important. We do not anticipate finding individuals who have a great deal of experience in all these areas, but knowing which are most important will assist in identifying the most appropriate candidates.

Please assist us by completing this questionnaire and returning it by November 1 to tfitzpatrick@shoemakersearch.com. Responses will form a composite experience profile.

Please rate the importance of these priorities for Craven Community College? Use a 1-5 scale: 1-not important; 2-somewhat important; 3-mostly important; 4-very important; 5-critically important.

___ **1. Student Success:** Focusing clearly on student success by addressing college readiness, facilitating students navigating the K-16 Educational Continuum, ensuring adequate student aid, serving underserved populations, enhancing the First Year Experience, tackling retention issues, capitalizing on distance learning, and improving college completion.

___ **2. College/University Transfer:** Offering programs—Associate in Arts, Associate in Science, and Associate in Fine Arts—for transfer to senior colleges/universities.

___ **3. Economic/Workforce Development:** Addressing the workforce and economic development needs of the area by offering the Associate in Applied Science in professional/technical fields and offering certificate and diploma programs designed to develop job-entry skills at the collegiate level. Providing training specifically tailored for industry, including for the military. Awarding credit through alternative methods. Engaging in activities to address the disconnect between employers' needs and graduates' skills.

___ **4. Institutional Management:** Providing the leadership to increase enrollment, manage financial resources, maintain accreditation, effectively employ technology, use facilities efficiently, and create a safe campus environment. Inspiring others by developing leaders, exhibiting integrity, making data based decisions, and ensuring equity and diversity. Addressing accountability issues with the various constituents. Working to create sustainability.

___ **5. External Relationships:** Developing, cultivating, and sustaining effective partnerships with representatives of the community, government, business, industry, and funding entities to ensure that the college serves the community effectively and has adequate resources to do so. Being entrepreneurial in working with partners. Providing Lifelong Learning/ Cultural Events for the community.

