



MEETING AGENDA

OCTOBER 18, 2022

6:00 pm – Ward Board Room

New Bern Campus

- | | | |
|-------|--|------------------------------|
| I. | Call to Order | <i>Whit Whitley, Chair</i> |
| II. | Administrative Items | |
| | (1) Roll Call | <i>Ray Staats, Secretary</i> |
| | (2) Agenda Review and Adoption (<i>motion</i>) | <i>Whit Whitley</i> |
| | (3) Conflict of Interest Declaration | <i>Whit Whitley</i> |
| | (4) Public Comment | <i>Whit Whitley</i> |
| III. | Consent Agenda (<i>motion</i>) | <i>Whit Whitley</i> |
| | (1) Approve Board of Trustees Meeting Minutes (September 20, 2022) | |
| IV. | Fall Enrollment Report (<i>info</i>) | <i>Gery Boucher</i> |
| V. | Student Services Update (<i>info</i>) | <i>Gery Boucher</i> |
| VI. | Old Business | <i>Whit Whitley</i> |
| VII. | New Business | <i>Whit Whitley</i> |
| | (1) Public Safety Training lease (<i>motion</i>) | <i>Gery Boucher</i> |
| | (2) Final Audit Determination-NC, FY 2021 (<i>info</i>) | <i>Jim Millard</i> |
| VIII. | Reports | |
| | (1) President | <i>Ray Staats</i> |
| | (2) Board Chair | <i>Whit Whitley</i> |
| | (3) Attorney | <i>Jamie Norment</i> |
| | (4) Foundation Board President | <i>Anne Schout</i> |
| IX. | Closed Session {G.S. 143-318-11(a)(3)} | <i>Whit Whitley</i> |
| X. | Adjournment | <i>Whit Whitley</i> |

**CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
ROLL CALL**

October 18, 2022

Dr. Jim Davis

Ms. Pam Holder

Ms. E.T. Mitchell

Ms. Allison Morris

Ms. Jennifer O'Neill

Dr. Ervin Patrick

Ms. Sandra Phelps

Mr. Kevin Roberts

Mr. Bill Taylor

Mr. Tabari Wallace

Mr. Whit Whitley

Mr. Augustus Willis

Miss Hannah Benischek, Student Trustee (ex officio)

Ms. Anne Schout, CCC Foundation Board President (ex officio)

Agenda Review/Conflict of Interest Declarations

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

CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING MINUTES
SEPTEMBER 20, 2022

The Craven Community College Board of Trustees met on Tuesday, September 20, 2022 in the Naumann Community Room with Board Chair Whit Whitley presiding. The meeting was called to order at 5:30 pm.

Roll Call

President Raymond Staats called the roll.

Voting members present were: Ms. Pam Holder, Ms. E.T. Mitchell, Ms. Allison Morris, Ms. Jennifer O'Neill, Mr. Bill Taylor, Mr. Whit Whitley, and Mr. Gus Willis

Voting members absent were: Dr. Jim Davis, Dr. Ervin Patrick, Ms. Sandra Phelps, Mr. Kevin Roberts and Mr. Tabari Wallace

Ex-Officio members present were: Ms. Anne Schout, CCC Foundation Board President and Hannah Benischek, Student Trustee

Others present were: Dr. Raymond Staats, College President and Board Secretary; Mr. Jamie Norment, Attorney, Ward and Smith; Dr. Kathleen Gallman, Vice President for Instruction; Dr. Gery Boucher, Vice President for Students; Mr. Jim Millard, Vice President for Administration; and Ms. Amber Smith, Executive Assistant to the President and Board of Trustees

Board Chair Whitley declared a quorum present and welcomed everyone to the September board meeting.

Agenda Review and Adoption

Board Chair Whitley reviewed the revised agenda (attached). Trustee Taylor motioned to accept the revised agenda as presented; Trustee O'Neill seconded the motion and the motion was unanimously approved.

Conflict of Interest Declaration

Board Chair Whitley read the conflict-of-interest statement. Members noted no conflicts.

Public Comment

Board Chair Whitley called for public comment and none was expressed.

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Consent Agenda

Trustee Taylor motioned to accept the minutes (attached) of the August 16, 2022 meeting as presented; Trustee Mitchell seconded the motion and the motion was unanimously approved.

WFD Update

VP Gery Boucher highlighted Volt Center and Havelock campus events and new course offerings (attached). He also reviewed College and Career Readiness program measurable skills gains performance measure results.

Strategic Plan Assessment Goal 3 Update

For informational purposes, President Staats reviewed the outcomes for Goal 3 of the 2017-2022 Strategic Plan--College Environment (attached).

Old Business

Approve Revised Board Policy: President Staats reviewed BP 3.7, Student Records & Privacy Rights, (attached) which had been presented in August for review, for approval. Trustee Taylor motioned to approve the revised board policy as presented; Trustee Mitchell seconded the motion and the motion was unanimously approved.

New Business

Annual Security Report: VP Jim Millard presented the annual security report for informational purposes (attached). The annual security report will be posted to the college website as required by the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act.

Approve FY 2022-23 Budget (DCC 2-1): VP Jim Millard presented the College budget for fiscal year 2022-23 totaling \$39,614,664 (\$22,181,152 state funds, \$4,809,125 county funds, and \$12,624,387 institutional funds.) Trustee O'Neill motioned to approve the budget as presented (attached); Trustee Holder seconded the motion and the motion was unanimously approved.

Approve Kelso Hall Barbering renovation bid: VP Millard presented the bids for the Kelso Hall Barbering Renovation project. After review of the bids, IMEC Group, LLC, was selected with a bid of \$382,700. Trustee Mitchell motioned to approve the bid as presented (attached); Trustee O'Neill seconded the motion and the motion was unanimously approved.

Corporate Training Center: President Staats presented a concept paper for a Corporate Training Center to be constructed on the Main Campus. He highlighted future opportunities for partners, the community and College. A feasibility study for the center will be conducted this fall.

Reports

President's Update: President Staats updated the Board on the following:

- SACSCOC Fifth Year Report was submitted on September 15, 2022. The College expects feedback in January.
- Construction projects:
 - The Main Campus Windows and Doors project documents were approved by State Construction Office. Bid opening is scheduled for October 20th. At the March 2022 board meeting, the Board delegated authority for the President to select the winning bid. This delegation will avert a two-month delay while awaiting the next scheduled board meeting
- President Staats and Trustees Holder, Taylor and Willis attended the NCACCT Leadership Seminar in Asheville, September 7-9.
- October's Board Meeting will be held in the Ward Boardroom after the dinner with students concludes in the Naumann Community Room.

Chair: No report.

Attorney: No report.

Student Trustee: New SGA President, Hannah Benischek presented her report (attached.)

Foundation Board President: New Foundation Board President, Anne Schout, shared information from her report (attached.) She also noted the success of the Campus and Community fundraising campaigns for scholarships as well as the growth in endowments.

Closed Session

At 6:35 pm, upon a motion by Trustee Mitchell, seconded by Trustee Morris, and with unanimous approval, the Board of Trustees of Craven Community College, pursuant to North Carolina General Statute 143-318.11(a)(3), entered into Closed Session to discuss with

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Attorney Jamie Norment, the ongoing litigation regarding *Arnold Et al. v. Tradewind Flight Services Et al.*

The Board requested that President Staats and Executive Assistant Amber Smith remain in the Closed Session at the pleasure of the Board.

At 6:55 pm, upon a motion by Trustee O'Neill, seconded by Trustee Mitchell, and unanimous approval, the Closed Session ended and Regular Session resumed. No votes were taken or decisions made during the closed session.


Adjournment

With no further business to be presented, Board Chair Whitley adjourned the meeting at 6:58 pm and thanked everyone for their participation.

Respectfully submitted:



Robert E. Whitley, Jr., Chair
October 18, 2022



Raymond W. Staats, Secretary
October 18, 2022

FALL ENROLLMENT AND STUDENT SERVICES

Fall 2022



Enrollment

	Curriculum		Non-Curriculum	
	Head Count	FTE	Head Count	FTE
Fall 2022	2,705	983.44	1,401	274.37
Fall 2021	2,742	1,017.07	1,252	222.67
% Change	-1.39%	-3.3%	11.9%	23.2%

**Data as of 9/26/2022

Grants

- **Underserved Students Outreach and Advising Project**
 - 2 Year Grant -\$89,996
 - Career exploration and academic planning
 - Provide integrated, targeted support that promote student success
 - Serves minority males
- **Finish Line Grant**
 - Renewed - \$45,748
 - Covers unanticipated financial hardship
 - Students must have completed 50% of their program in CU or WFD
 - Students can receive up to \$1,000 in fall and spring semesters

Grants

- **NC Career Coach Grant - \$234,015**
 - Deadline: November 4, 2022
 - Career Coach will assist high school students with determining career goals
 - Located at New Bern High School
 - Grant cycle is 2023-2028

Counseling

- **“Let’s Talk Series”**
 - September 2022 – Mental Health – 45 individuals attended the event
 - November 2022 – *Address Your Stress*
- **New Student Orientation (NSO)**
 - NSO in-person at the New Bern and Havelock campus
 - 52 attended the New Bern session
 - 32 attended the Havelock session

Financial Aid Grants

- **Financial Aid**
 - Short – Term Workforce Development
 - Summer 2022 - \$54,975
 - Fall 2022 - \$63,421

Veteran Affairs

- **VA Compliance Survey**
 - Survey Narrative received August 4, 2022
 - Met all compliance requirements
- **Annual VA Recertification 2022-2023**
 - Submitted September 8, 2022

Campus Life

- **Blood Drive in honor of 9/11**
 - Student Nursing Association Sponsored the event
 - Exceeded the goal of collecting 30 units of blood

- **Panther Fest**
 - 108 students attended the event
 - 28 internal and external vendors participated

- **Constitution Day**
 - 27 students attended the event
 - Quiz on the U.S. Constitution was included



QUESTIONS?



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Teaching and Learning*

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STEPs4GROWTH

Clean Energy Education



STEPs4GROWTH

U.S. Department of Commerce Economic Development Administration (EDA)

- American Rescue Plan
 - Good Jobs Challenge
- NC A&T State University
 - \$23.7 million awarded July 2022
 - 1 of 32 awarded
 - 509 applicants



STEPs4GROWTH

General Partners

- NC AT&T State University
- Office of the Governor
- NC Department of Environmental Quality
- NC Business Council for Education
- Center for Energy and Research Technology
- Clean Tech Center
- ApprenticeshipNC

NC Community Colleges

- Halifax CC
- Alamance CC
- Randolph CC
- Roanoke Chowan CC
- Craven CC
- Carteret CC
- Wilson CC
- Edgecombe CC
- Nash CC
- Gaston CC
- Martin CC

STEPs4GROWTH

Successful **T**raining and **E**ffective **P**artnerships **4** **G**rowing
Regional **O**pportunities in the **W**orkforce **T**o **H**arness the NC
Clean Energy Alliance (STEPs4GROWTH)

- Project Goals
 - Standardize Clean Energy Curriculum
 - Bachelor of Science
 - Associate Applied Science
 - Workforce Development Certificates
 - Establish 4 Regional Centers and 2 Mobile Trailers
 - Halifax CC, NC A&T, Martin CC, Guilford Tech CC

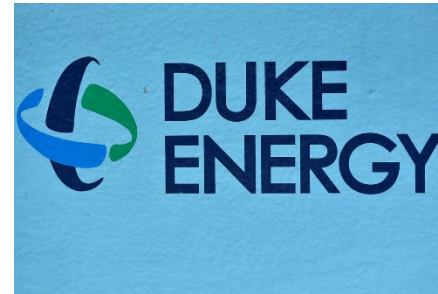
STEPs4GROWTH

- Areas of Focus
 - Energy Efficiency
 - Lighting, HVAC, Advanced Materials
 - Renewable Energy
 - Solar, Wind, BioEnergy
 - Clean Vehicle
 - Electric Vehicles, Charging Stations
 - Hydrogen and Fuel Cell
 - Grid and Storage
 - Batteries/Storage
 - Smart Grid/Micro Grid
 - Grid Modernization
 - Cybersecurity of Grid



STEPs4GROWTH

- Company Partners
 - 40 Employers
 - Duke Energy
 - Siemens
 - Blue Ridge Power
 - Strata Clean Energy
 - Enviva
 - Hire 3,000 trainees over 4 yrs



STEPs4GROWTH

Craven CC

- \$50,000 a year (4 years)
- Participate in Curriculum Development and Program Implementation
- Core Team
 - Gery Boucher, Vice President for Students
 - Eddie Foster, Dean – Volt Center
 - Jeff Brown, CAD/Composites Faculty
 - Nathan Stout, Academic Advisor, Student Services



QUESTIONS?



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Teaching and Learning*

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NORTH CAROLINA

CRAVEN COUNTY

LEASE AGREEMENT

THIS LEASE AGREEMENT (“Lease”), dated _____, 2022, for convenience of reference, is made by and between CRAVEN COUNTY (“Lessor”) and the TRUSTEES OF CRAVEN COMMUNITY COLLEGE (“Lessee”), collectively referred to as the “Parties.”

WITNESSETH:

THAT WHEREAS, the Lessor owns two parcels of real property located at the eastern terminus of Executive Parkway in Craven County, said parcels being identified by Craven County Tax Parcel Number 8-217-7003 and 8-217-7004 (“Subject Property”); and

WHEREAS, the Lessor has agreed that the Lessee may lease the Subject Property more specifically described herein as the “Premises” for use as a public safety training center and other activities, subject to the terms and conditions established herein; and

WHEREAS, the Lessor has determined that the Premises will not be needed by the Lessor for the term of the Lease; and

WHEREAS, the Parties have agreed upon the terms of a Lease and wish to reduce their agreement to writing.

NOW, THEREFORE, the Lessor does hereby let and lease unto said Lessee, and said Lessee does hereby accept as tenant of said Lessor, the Premises, for the term and upon the conditions hereinafter set forth:

1. **INCORPORATION OF RECITALS.** The foregoing WHEREAS paragraphs are incorporated herein as part of the terms and conditions of this Lease.

2. **THE PREMISES.** In consideration of the obligation of Lessee to pay rent as herein provided and in consideration of the other terms, covenants, and conditions hereof, Lessor hereby demises and leases to Lessee, and Lessee hereby leases from Lessor, those certain premises containing approximately 30.5 acres as more specifically described and illustrated on Exhibit A attached hereto and incorporated herein by reference, located on Executive Parkway in Craven County (the “Premises”). **The Premises expressly excludes, however that portion upon which is located certain utility facilities owned and operated by [_____], and are delivered subject to the rights of the City of**

New Bern to access its adjacent property over existing dirt or gravel roadway as depicted on Exhibit A.

3. **TERM.** The term of this Lease shall commence on the date first set forth above (the "Commencement Date"), shall continue for the balance of the month in which the Commencement Date occurs and for a period of twenty (20) years thereafter, unless sooner terminated or extended in accordance with the terms hereof. The Parties, by written instrument, may agree to an extension of the lease term prior to the termination of this Lease.

Notwithstanding the foregoing, Lessee may terminate this Lease at any time after the second anniversary of the Commencement Date upon one hundred eighty (180) days' advance written notice to Lessor.

5. **RENT.** As rent for the said Premises, the Lessee agrees to maintain the Premises, as set forth herein, and to pay the sum of ONE DOLLAR (\$1.00) per annum during the term of this Lease, the first such payment to be made contemporaneously with the execution of this Lease, each subsequent annual payment to be made on or before the anniversary date of this Lease; provided that Lessee shall have the option of paying rent for the entire Term at any time in lieu of paying rent annually.

6. **PERMITTED USES.** Lessee agrees to utilize the Premises for the conduct of College educational programs, principally being educational initiatives, consistent with North Carolina Community College System Policies, Craven Community College Board of Trustees Policies, and College Procedures, and for no other purposes without Lessor's prior written consent, consistent with the Craven County First Responders Training Grounds White Paper attached hereto as Exhibit B. In furtherance thereof, Lessee may undertake any or all of the foregoing in connection with its Permitted Use:

a. The construction of pads or foundations for Conex boxes, storage sheds, and similar facilities, with associated clearing and grading;

b. Bringing such Conex boxes, storage sheds, and similar facilities onto the Premises;

c. The installation of utilities to serve any facilities on the Premises;

d. The installation of gravel or other pervious surface parking areas for users of the Premises; and

e. All uses allowed by law and related to the foregoing.

7. **PROHIBITED USES.** Lessee shall not cause or permit any waste to occur in the Premises. Lessee shall keep the Premises, and every part thereof, in a clean and wholesome condition, free from any objectionable activities or nuisances. Lessee agrees not to permit any Hazardous Material (as defined hereinafter) to be installed, brought, kept, used, stored or discharged upon the Premises in violation of any State, Federal or local environmental laws regulating Lessee's use and occupancy of the Premises. Lessee shall indemnify Lessor for any losses, damages, liability, claim, or expenses (including reasonable attorneys' fees) resulting from a breach of the aforesaid agreement or resulting from the exercise of Lessee's rights to store or use any Hazardous Material in accordance with the provisions of this paragraph. For purposes hereof, the term "Hazardous Material" shall include, without limitation, any substances defined as "hazardous wastes," "hazardous substances," "hazardous materials," or "toxic substances" by the Resource Conservation and Recovery Act of 1976, as amended from time to time, or the regulations promulgated thereunder, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, or the regulations promulgated thereunder, the Toxic Substances Control Act, as amended from time to time, or the regulations promulgated thereunder, or any other federal, state or local statute, law, ordinance, code, rule, regulation, order, decree or other requirement or any governmental authority having jurisdiction over the Premises which regulates or imposes liability or standards of conduct concerning any hazardous, toxic, or dangerous waste, substance or material, as now or at any time hereafter in effect. Without limiting the generality of the foregoing, the term "Hazardous Material" shall include dry cleaning solvents and petroleum products outside sealed containers. Notwithstanding the above, Lessee shall not be responsible for any claim, demand, cost, damage, injury, loss, liability or change based on or arising out of the presence of any Hazardous Materials or conditions on or about the Premises which existed prior to Lessee's occupancy or which was not expressly caused by Lessee, its agents, employees or representatives.

8. **UTILITIES.** All applications and connections for utility services required by Lessee in conjunction with Lessee's use and occupancy of the Premises shall be made in the name of Lessee only, and Lessee shall be solely responsible for obtaining such services and for the payment of all charges for such services as they become due. Such utility services include, but are not limited to, sewer, water, gas, electricity, trash removal and telephone services.

9. **REPAIR AND MAINTENANCE.** Lessee shall maintain the grounds, driveways, and parking areas on the Subject Property and any other property over which Lessee has access rights in good condition and repair, and free of debris.

10. **LIABILITY INSURANCE.** Lessee, at its sole cost and expense, shall maintain for the benefit of Lessor and Lessee, general liability insurance protecting Lessor and Lessee against any claim or claims for damage arising by reason of injury, death or damage occasioned in, upon or adjacent to the Premises, and products liability, such insurance to protect Lessor and Lessee jointly and severally to the combined limit of One Million and No/100 Dollars (\$1,000,000.00) for injury to or death of any one (1) or more persons by the same accident or for damage to property of other persons. Each policy effecting such coverage shall designate Lessor, Lessor's mortgagee, if any, as additional insureds as their respective interests may appear, and shall contain a clause that the insurer will not cancel or materially modify the insurance coverage without first giving Lessor a minimum of thirty (30) days' advance written notice. Further, each such policy shall be carried with a reputable insurance company authorized to do business in North Carolina and reasonably approved by Lessor, and a certificate of insurance shall be provided to Lessor. In the event Lessee at any time shall fail to maintain such insurance or shall fail to pay any and all premiums therefor, Lessor shall have the right and option to effect such insurance and pay any and all premiums therefor; and, in the event of any such payment, Lessee, on the rental date next succeeding the date on which Lessee receives notice of such payment having been made, shall pay to Lessor a sum equal to the amount which was so paid for such insurance premiums, it being expressly understood that Lessor shall have no obligation whatsoever hereunder to effect such insurance or to make such premium payments to cure the default of Lessee.

11. **DAMAGE OR DESTRUCTION.** In the event the Premises shall be totally or partially damaged or destroyed by fire, flood, act of God or other casualty, so as to render the Premises untenable, in Lessee's reasonable discretion, this Lease shall terminate.

12. **DEFAULT.** If Lessor or Lessee shall fail to perform or comply with any of the agreements or covenants of this Lease and if such nonperformance shall continue for a period of thirty (30) days after receipt of notice thereof, or, if such performance cannot be reasonably had within the thirty (30) day period, such party shall not in good faith have commenced

performance within the thirty (30) day period and shall not diligently proceed to the completion of such performance, such event shall constitute a default under this Lease.

13. **REMEDIES.** Upon the occurrence of any default, each party shall have all of the rights and remedies that are available under the laws of the State of North Carolina, including, but not limited to the termination of this Lease.

14. **SIGNAGE.** Lessee shall be entitled any desired signage identifying its operation on the Premises as is allowed by law.

15. **ASSIGNMENT OR SUBLETTING.** Lessee shall not assign this Lease nor sublet any part of the Premises without written consent of the Lessor, which shall not be unreasonably withheld, conditioned, or delayed.

16. **QUIET POSSESSION.** Lessor agrees that Lessee shall, upon paying the rent and performing the covenants of this Lease, quietly have, hold and enjoy the Premises during the term of this Lease. Lessor acknowledges that Lessee's use of the Premises as a public safety training center by its nature may involve noises and odors emanating from the Premises from equipment and machinery, and that such use shall not constitute a nuisance to Lessor.

17. **SURRENDER OF POSSESSION.** Upon expiration of the term of this Lease, Lessee shall surrender the Premises to Lessor in as good condition as the same are at the beginning of the lease term, reasonable wear and tear and casualty excepted.

18. **FIXTURES.** Lessee shall have the right to install in or on the Premises such fixtures or equipment deemed necessary by Lessee for the conduct of Lessee's operations. So long as Lessee is not in default of the terms of this Lease, all fixtures and equipment installed by Lessee shall remain the property of Lessee and Lessee shall have the right to remove such equipment at any time up to and including the expiration date of this Lease or sooner termination of this Lease for any reason; provided, however, Lessee shall give Lessor ten (10) days' written notice prior to removal of a fixture that has been affixed to the foundation or structural systems of the Premises if the removal would damage in any way the Premises. Lessor shall be responsible for the cost of repairing any damage to the Premises which is caused by such removal. Any fixtures installed by Lessee shall automatically become the property of the Lessor, with Lessor remaining liable for any indebtedness thereon, if such fixtures are not removed by Lessee within a reasonable time after the expiration date of this Lease or sooner termination of this Lease for any reason.

19. NOTICES. All notices required to be given with respect to any matter pertaining to this Lease shall be sent by certified mail, return receipt requested, or other nationally recognized overnight courier and shall be deemed delivered upon receipt or refusal if addressed to Lessee or to Lessor at the following addresses:

Lessor:
Craven County
Attn: County Manager
406 Craven Street
New Bern, N.C. 28560

Lessee:
Craven Community College
Attn: President
800 College Court
New Bern, N.C. 28562

Either Lessor or Lessee may change the address to which notices are to be sent to them by giving written notice of such change of address to the other party as herein provided.

20. INDEMNIFICATION/LIMITATION OF LIABILITY. To the extent allowed by law, and as limited by the laws of North Carolina, including the North Carolina Tort Claims Act, the Defense of State Employees Act, and the Excess Liability Policy administered through the North Carolina Department of Insurance, subject to the availability of appropriations and in proportion to and to the extent that such liability for injury or damages is caused by or results from the negligent acts or omissions of Lessee, its officers or employees, Lessee shall indemnify Lessor and save it harmless from and against any and all liability for injury or damage to person or property arising from or out of any occurrence in, upon, or at the Premises, or the occupancy or use by Lessee of the Premises, unless the same is caused by the negligence or willful misconduct of Lessor. To the extent allowed by law, Lessor shall indemnify Lessee and save it harmless from and against any and all liability for injury or damage to person or property arising from or out of any occurrence in, upon, or at the Subject Property occasioned wholly or in part by any negligent act or omission of Lessor, its agents, contractors, or employees, unless the same is caused by the negligence or willful misconduct of Lessee.

21. MEMORANDUM OF LEASE. This Lease shall not be recorded, but Lessor and Lessee, at either's request, shall execute a memorandum of lease for recording purposes

which shall contain only the information required by Section 47-118 of the North Carolina General Statutes.

22. ENTIRE AGREEMENT. This Lease contains the entire agreement between the Parties with respect to the Premises, and cannot be changed or terminated except by written instrument subsequently executed by the parties hereto.

23. BINDING EFFECT. All the terms and conditions of this Lease shall be binding upon and shall apply and inure to the benefit of the parties hereto.

24. CONSTRUCTION OF LEASE. In construing and interpreting this lease, the following rules shall apply:

(a) This lease shall be construed with equal weight for the rights of both parties, the terms hereof having been determined by fair negotiations with due consideration for the rights and requirements of both parties.

(b) Pronouns used in this lease importing any specific gender shall be interpreted to refer to corporations, partnerships, men and women, as the identity of the parties hereto, or the parties herein referred to, may require.

(c) Pronouns, verbs and/or other words used in this lease importing the singular number shall be interpreted as plural, and plural words as singular, as the identity of the parties hereto, or the parties or objects herein referred to, may require.

(d) Paragraph headings appearing in this lease are for purposes of easy reference and shall be considered a part of this lease and shall in no way modify, amend, or affect the provisions thereof.

25. GOVERNING LAW. This Lease shall be construed and interpreted in accordance with the laws of the State of North Carolina.

26. COMPLIANCE WITH NONDISCRIMINATION LAWS. Lessee agrees to comply with all applicable federal, state, and local laws prohibiting discrimination.

IN TESTIMONY WHEREOF, the County has caused this instrument to be executed as its act and deed by the Chairman, and its corporate seal to be hereunto affixed, and attested by its Clerk, all by the authority of its Board of Commissioners; and the Chair of the Board of Trustees of Craven Community College has executed or caused this document to be duly executed, all as of the day and year first above written.

LESSOR: **CRAVEN COUNTY**

By: _____
CHAIRMAN

ATTEST:

County Clerk

[SEAL]

LESSEE: **THE TRUSTEES OF CRAVEN COMMUNITY COLLEGE**

By: _____
_____, Chair

[SEAL]

NORTH CAROLINA
CRAVEN COUNTY

I, _____, a notary public in and for said county and state, do hereby certify that on the ___ day of _____, 2022, before me personally appeared _____ with whom I am personally acquainted, who, being by me duly sworn, says that he is the Chairman of the Board of Commissioners for Craven County and that NAN HOLTON is the Clerk of the Board of Commissioners for Craven County, the body politic and corporate described in and which executed the foregoing instrument; that ___he knows the common seal of said body politic and corporate; that the seal affixed to the foregoing instrument is said common seal; that the name of the body politic and corporate was subscribed thereto by the said Chairman; that the said common seal was affixed, all by order of the Board of Commissioners of said body politic and corporate; and that the said instrument is the act and deed of said body politic and corporate.

WITNESS my hand and notarial seal, this the ___ day of _____, 2022.

NOTARY PUBLIC

My Commission Expires:

NORTH CAROLINA
CRAVEN COUNTY

I certify that the following person personally appeared before me this day, acknowledging to me that he signed the foregoing document for the purpose(s) stated therein, in the capacity indicated therein: _____, Chair of the Board of Trustees of Craven Community College.

Date: _____

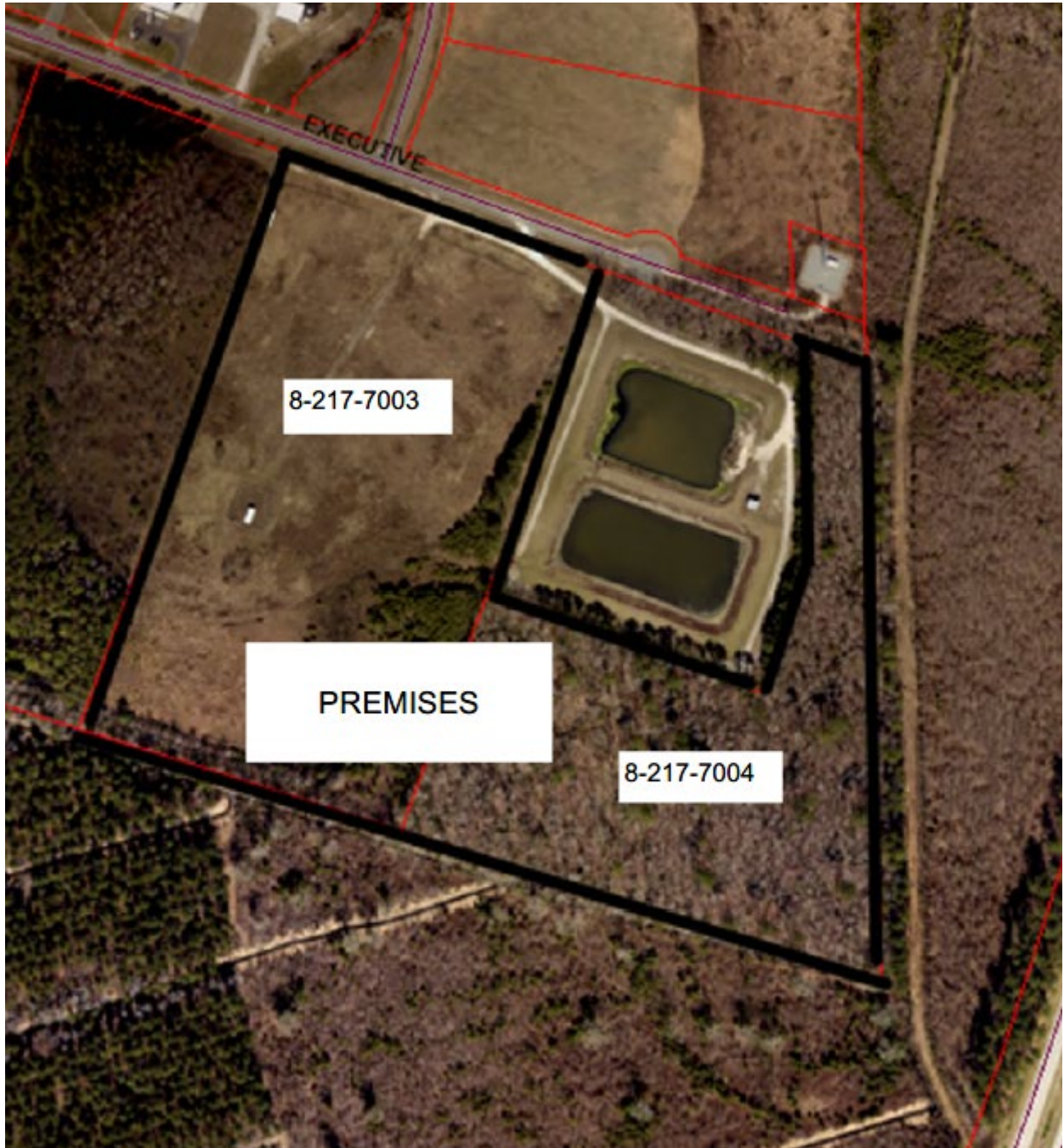
Signature of Notary Public

Notary's printed or typed name

My commission expires: _____

(Official Seal)

EXHIBIT A





**Craven County First Responders Training Grounds
White Paper**

June 8, 2022

Prepared by:

Sandy McKenzie, Director of Service Programs

Mission: To work collaboratively with the Craven County Firemen's Association to provide training for Fire Departments within Craven County.

Project Goal: To purchase Conex boxes for use in training. Craven Community College has already purchased two Conex boxes. Other equipment needs would be LP Gas training props.

Training:

Type of training that can be scheduled utilizing the Conex boxes.

Fire Academy

Hose, Streams and Appliances

Rescue

Ladders

Personal Protective Equipment (PPE)

SCBA

Search

With work and additional props, Craven CC could add the following:

High Angle Rescue – Fixed Rope Systems, Horizontal Systems, Helicopter Transport, Lowers and Raises Vehicle Extrication

Sprinklers

Mayday

Safety & Survival

Confined Space

Lowers and Rises



STORAGE CONTAINER CLASS USAGE



Depending on container setup, the following classes can be held:

- PPE
- SCBA
- Search
- Loss Control
- Sprinklers
- Portable Fire Extinguishers
- Mayday
- Trench Rescue
- High Angle Rescue – Fixed Rope Systems, Horizontal Systems, Helicopter Transport, Lowers and Raises Vehicle Extrication



Additional classes we can provide with proper container setup:

- Hose, Streams, and Appliances
- Ventilation
- Rescue
- Ladders
- Forcible Entry
- Safety & Survival
- Confined Spaces



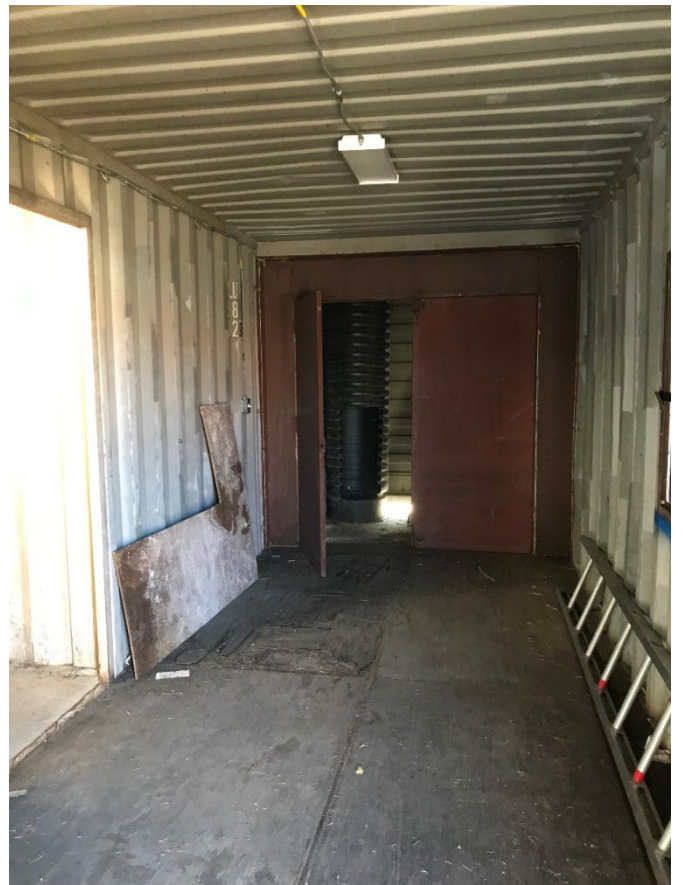
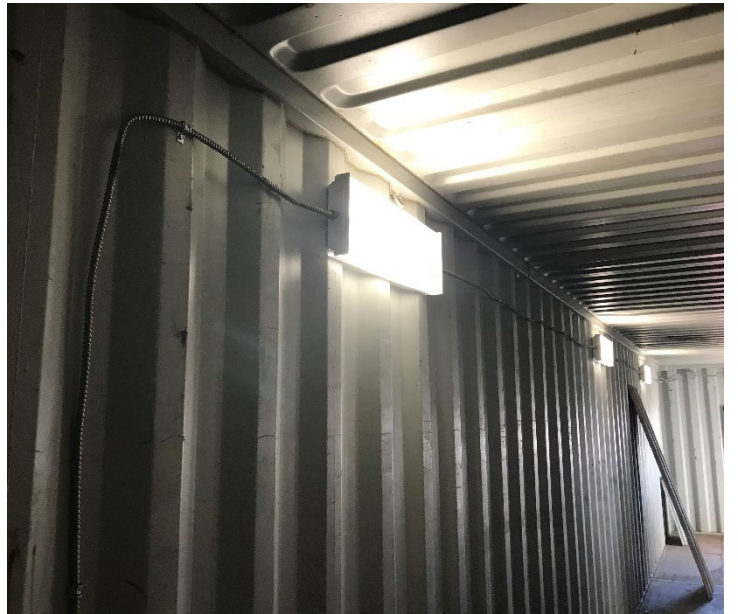
If we had one container to burn in, we could provide:

- Live Burn Training

Possible Additional Training:

- Emergency vehicle driving
- Mobile Water Supply
- Water Supply







October 3, 2022

The Honorable Roy Cooper
North Carolina Office of the Governor
20301 Mail Service Center
Raleigh, NC 27699-0301

Re: **Final Audit Determination**
Locator School OPE ID: 00290500
Audit Control Number: 04-2021-21672

Dear Governor Cooper:

The U.S. Department of Education (Department) has reviewed a single audit report of the State of North Carolina. This audit report, prepared by North Carolina Office of the State Controller, in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, covers the period July 1, 2020 through June 30, 2021. This letter advises the State of North Carolina of the Department's final audit determination concerning the portions of the audit report that relate to the programs authorized pursuant to Title IV of the Higher Education Act of 1965, as amended, 20 U.S.C. §§ 1070 *et seq.* (Title IV, HEA programs).

The Department has reviewed the corrective action plan and/or management's response provided with the audit report. Enclosed is the Department's final audit determination. Also enclosed is the State of North Carolina's response to this audit. Any supporting documentation submitted with the institution's written response is not included with this final audit determination, however, it will be retained and available for inspection by the State of North Carolina upon request. Copies of the final audit determination, the institution's response, and any supporting documentation may be subject to release under the Freedom of Information Act (FOIA) and can be provided to other oversight entities after this final audit determination is issued.

The following institutions have no deficiencies in this audit.

Alamance Community College
Appalachian State University
Asheville Buncombe Technical Community College
Beaufort County Community College
Bladen Community College
Blue Ridge Community College
Brunswick Community College

Caldwell Community College & Technical Institute
Cape Fear Community College
Carteret Community College
Catawba Valley Community College
Central Carolina Community College
Central Piedmont Community College - Central
Cleveland Community College
Coastal Carolina Community College
College of the Albemarle
Craven Community College
Davidson-Davie Community College
Durham Technical Community College
East Carolina University
Edgecombe Community College
Elizabeth City State University
Fayetteville State University
Fayetteville Technical Community College
Gaston College
Guilford Technical Community College
Halifax Community College
Haywood Community College
Isothermal Community College
James Sprunt Community College
Johnston Community College
Lenoir Community College
Martin Community College
Mayland Community College
McDowell Technical Community College
Mitchell Community College
Montgomery Community College
Nash Community College
North Carolina Agricultural & Technical State University (locator)
North Carolina Central University
North Carolina State University
Piedmont Community College
Randolph Community College
Richmond Community College
Roanoke-Chowan Community College
Robeson Community College
Rockingham Community College
Rowan-Cabarrus Community College
Sampson Community College
Sandhills Community College
South Piedmont Community College

Southeastern Community College
Southwestern Community College
Stanly Community College
Surry Community College
Tri-County Community College
University of North Carolina - Chapel Hill
University of North Carolina - Charlotte
University of North Carolina Asheville
University of North Carolina at Pembroke
University of North Carolina Wilmington (The)
University of North Carolina School of the Arts
Vance - Granville Community College
Wake Technical Community College
Wayne Community College
Western Carolina University
Western Piedmont Community College
Wilkes Community College
Wilson Community College
Winston-Salem State University

Required action(s) for the remaining institutions outlined in the enclosures must be completed as specified under the final audit determination.

The institution is advised that repeat findings in future audits or failure to satisfactorily resolve the findings of this audit may lead to an adverse administrative action. An adverse action may include the imposition of a fine, or the limitation, suspension, or termination of the eligibility of the institution pursuant to 34 C.F.R. Part 668, Subpart G.

Program records relating to the period covered by this audit must be retained until the later of: resolution of any loans, claims, or expenditures questioned in the audit, 34 C.F.R. § 668.24(e)(3)(i), or the end of the retention period applicable to the record under 34 C.F.R. §§ 668.24(e)(1) and (e)(2).

The State of North Carolina's continued cooperation throughout the audit resolution process is appreciated.

If you have questions or concerns, please contact Chandra Brown by email at Chandra.Brown@ed.gov.

Sincerely,



Vinita Simpson Miller
Branch Chief
Atlanta School Participation & Financial Analysis Division

VSM/cb

Enclosure(s):
Final Audit Determination
Response to Audit

cc:

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Southern Association of Colleges and Schools Commission on Colleges
Accrediting Commission for Education in Nursing
NC U.N.C. General Administration

Forsyth Technical Community College (FTCC)

OPEID: 00531700

Finding 2021-004, 010¹ Student Status - Inaccurate/Untimely Reporting, Page 31, 40

The auditor stated FTCC did not accurately report enrollment status changes to the National Student Loan Data System (NSLDS) for students who received federal financial assistance.

Auditors tested the enrollment status reporting for a sample of 40 students who received federal financial assistance and whose enrollment status changed. Six (15%) students were reported with an incorrect status change.

According to College management, the errors occurred due to key employee turnover and inadequate training of the new employees responsible for the enrollment reporting process.

The auditor recommended FTCC management ensure that new employees are adequately trained to perform their assigned duties.

Final Audit Determination:

34 CFR 685.309(b)(1) states upon receipt of an enrollment report from the Secretary, a school must update all information included in the report and return the report to the Secretary -

- (i) In the manner and format prescribed by the Secretary; and
- (ii) Within the timeframe prescribed by the Secretary.

(2) Unless it expects to submit its next updated enrollment report to the Secretary within the next 60 days, a school must notify the Secretary within 30 days after the date the school discovers that

- (i) A loan under title IV of the Act was made to or on behalf of a student who was enrolled or accepted for enrollment at the school, and the student has ceased to be enrolled on at least a half-time basis or failed to enroll on at least a half-time basis for the period for which the loan was intended; or
- (ii) A student who is enrolled at the school and who received a loan under title IV of the Act has changed his or her permanent address.

The Corrective Action Plan (CAP) provided by FTCC stated the institution agrees with both the finding and the accompanying recommendation which encompasses ensuring that new employees are adequately trained to perform their assigned duties.

¹ Findings 001-003, 017-023 are Non-Title IV findings.

FTCC intends to utilize succession planning to reduce the risk of inaccurate reporting that can occur due to employee turnover and ensure new employees attend training on the enrollment reporting process. The institution also intends to implement an internal auditing process for enrollment reporting to assist in identifying any status errors and inaccurate reporting to NSLDS in the interim.

This finding is closed.

Pamlico Community College (Pamlico)

OPEID: 00703100

Finding 2021-005 Student Status - Inaccurate/Untimely Reporting, Pages 31-32

The auditor stated Pamlico did not accurately report enrollment status changes to NSLDS for students who received federal financial assistance.

Auditors tested the enrollment status reporting for a sample of 21 students who received federal financial assistance and whose enrollment status changed. Eight (38%) students were reported with an incorrect status change.

According to institution management, Pamlico relied on error reports from the National Student Clearinghouse, a third-party service provider, to ensure accurate reporting of enrollment status changes. Management did not monitor the information reported to the NSLDS to ensure its agreement with institution records.

The auditor recommended Pamlico implement monitoring procedures to ensure all students with enrollment status changes are accurately reported to NSLDS.

Final Audit Determination:

34 CFR 685.309(b)(1) states upon receipt of an enrollment report from the Secretary, a school must update all information included in the report and return the report to the Secretary -

(i) In the manner and format prescribed by the Secretary; and

(ii) Within the timeframe prescribed by the Secretary.

(2) Unless it expects to submit its next updated enrollment report to the Secretary within the next 60 days, a school must notify the Secretary within 30 days after the date the school discovers that

(i) A loan under title IV of the Act was made to or on behalf of a student who was enrolled or accepted for enrollment at the school, and the student has ceased to be enrolled on at least a half-time basis or failed to enroll on at least a half-time basis for the period for which the loan was intended; or

(ii) A student who is enrolled at the school and who received a loan under title IV of the Act has changed his or her permanent address.

The CAP provided by Pamlico stated management agrees with the audit finding and acknowledges that there were deficiencies in the enrollment status reporting process. To address these deficiencies, effective December 17, 2021, additional verification procedures have been implemented that require frequent reconciliation steps be conducted between the Registrar, Admissions and Records Technician, and Financial Aid Director to identify student enrollment

changes at various intervals throughout semesters in a timely manner. These procedures will ensure that the institution is routinely monitoring the information reported to NSLDS as compared with the institution's records to ensure that all student status changes are accurately reported to NSLDS per Federal regulations.

This finding is closed.

Pitt Community College (Pitt)

OPEID: 00406200

Finding 2021-006, 011 Overaward - Financial Need Exceeded, Page 33, 41

The auditor stated Pitt awarded federal financial assistance that exceeded the financial need of students. Auditors tested award calculations for a sample of 60 students and found two (3%) students that were awarded more funds than allowed by a total of \$368.

According to Pitt management, the errors occurred because procedures were not in place to review and adjust award calculations when the student's enrollment status changed.

The auditor recommended the institution design and implement procedures, such as verifying student award amounts when enrollment status changes occur.

Questioned Costs: \$368

Final Audit Determination:

34 C.F.R. § 685.200(a), states in part that a student is eligible to receive a Direct Subsidized Loan, a Direct Unsubsidized Loan, or a combination of these loans, if the student is enrolled, or accepted for enrollment, on at least a half-time basis in a school that participates in the Direct Loan Program. The student must also meet the requirements for an eligible student under 34 C.F.R. part 668. In the case of an undergraduate student who seeks a Direct Subsidized Loan or a Direct Unsubsidized Loan at a school that participates in the Federal Pell Grant Program, the student has received a determination of Federal Pell Grant eligibility for the period of enrollment for which the loan is sought.

The maximum annual loan limits for the Direct Loan Program are found in 34 C.F.R. § 685.203.

34 C.F.R. § 685.301, states that a school may not originate a Direct Subsidized, Direct Unsubsidized, or Direct PLUS Loan, or a combination of loans, for an amount that exceeds the student's estimated cost of attendance less (A) the student's estimated financial assistance for that period; and (B) in the case of a Direct Subsidized Loan, the borrower's expected family contribution for that period.

34 C.F.R. § 690.62, states that the amount of a student's Pell Grant for an academic year is based upon the payment and disbursement schedules published by the Secretary for each award year. (b) No payment may be made to a student if the student's annual award is less than \$200. However, a student who is eligible for an annual award that is equal to or greater than \$200, but less than or equal to \$400, shall be awarded a Federal Pell Grant of \$400.

The CAP provided by Pitt stated the institution agrees with the finding and recommendation. Attendance changes will be reviewed on a daily basis as reports of non-attendance, withdraws and reinstatements are provided by the Registrar's Office.

Pitt provided documentation to the Audit Resolution Specialist (ARS) for the two (2) students showing where the funds have been returned to the Department.

This finding is closed.

Pitt Community College (Pitt)

OPEID: 00406200

Finding 2021-007, 012 Student Status - Inaccurate/Untimely Reporting, Pages 34-35, 41

The auditor stated Pitt did not accurately report enrollment status changes to NSLDS for students who received federal financial assistance.

Auditors tested the enrollment status reporting for a sample of 60 students who received federal financial assistance and whose enrollment status changed. Eight (13%) students were not reported in accordance with federal compliance requirements. Specifically:

- Six students were reported with incorrect statuses.
- One student was reported with incorrect academic program data.
- One student was reported 77 days after the status change occurred.

According to institution management, Pitt relied on the National Student Clearinghouse, a third-party service provider, to ensure accurate and timely reporting of enrollment status changes. Management did not monitor the information reported to the NSLDS to ensure its agreement with institution records.

The auditor recommended Pitt implement monitoring procedures to ensure all students with enrollment status changes are accurately reported to NSLDS.

Final Audit Determination:

34 CFR 685.309(b)(1) states upon receipt of an enrollment report from the Secretary, a school must update all information included in the report and return the report to the Secretary -

(i) In the manner and format prescribed by the Secretary; and

(ii) Within the timeframe prescribed by the Secretary.

(2) Unless it expects to submit its next updated enrollment report to the Secretary within the next 60 days, a school must notify the Secretary within 30 days after the date the school discovers that

(i) A loan under title IV of the Act was made to or on behalf of a student who was enrolled or accepted for enrollment at the school, and the student has ceased to be enrolled on at least a half-time basis or failed to enroll on at least a half-time basis for the period for which the loan was intended; or

(ii) A student who is enrolled at the school and who received a loan under title IV of the Act has changed his or her permanent address.

The CAP provided by Pitt stated the institution agrees with the finding and recommendation. The enrollment is now being handled by the Registrar and Financial Aid Director together. The Financial Aid Director is now reviewing reports through NSLDS to ensure the reporting submitted to the Clearinghouse is accurate for all students.

This finding is closed.

University of North Carolina -Greensboro (UNCG)

OPEID: 00297600

Finding 2021-008, 013 **Student Status - Inaccurate/Untimely Reporting, Pages 36-37, 42**

The auditor stated UNCG did not accurately report enrollment status changes to NSLDS for students who received federal financial assistance.

Auditors tested the enrollment status reporting for a sample of 60 students who received federal financial assistance and whose enrollment status changed. Two (3%) students were reported with an incorrect status change.

According to UNCG management, the errors occurred because the University did not review a specific error report provided by the National Student Clearinghouse 19 (Clearinghouse), which identifies potential graduate errors that need to be resolved prior to submission to NSLDS. UNCG not aware of this report due to the loss of knowledge resulting from employee turnover. Additionally, the institution did not monitor the information reported to NSLDS through the Clearinghouse to ensure its agreement with institution records.

The auditor recommended UNCG implement contingency plans to reduce the risk of inaccurate reporting due to employee turnover. UNCG management should also implement monitoring procedures to ensure accurate reporting of enrollment status changes to NSLDS through the Clearinghouse.

Final Audit Determination:

34 CFR 685.309(b)(1) states upon receipt of an enrollment report from the Secretary, a school must update all information included in the report and return the report to the Secretary -

- (i) In the manner and format prescribed by the Secretary; and
- (ii) Within the timeframe prescribed by the Secretary.

(2) Unless it expects to submit its next updated enrollment report to the Secretary within the next 60 days, a school must notify the Secretary within 30 days after the date the school discovers that

- (i) A loan under title IV of the Act was made to or on behalf of a student who was enrolled or accepted for enrollment at the school, and the student has ceased to be enrolled on at least a half-time basis or failed to enroll on at least a half-time basis for the period for which the loan was intended; or
- (ii) A student who is enrolled at the school and who received a loan under title IV of the Act has changed his or her permanent address.

The CAP provided by UNCG stated the institution agrees with the finding and recommendation. Per discussions with UNCG's National Student Clearinghouse (NSC) representative, UNCG has identified a new way to report the enrollment records to NSC that will result in less errors. The Enrollment Reporting procedures in the Registrar's Office have been updated to include a review of the specific error report generated by NSC where these errors would be identified. The Registrar's Office has already begun the process to update the records of students currently with a graduate error and the process is approximately 75% complete.

This finding is closed.

Davidson-Davie Community College (DDCC)

OPEID: 00291900

Finding 2021-009 **Borrower Not Notified Timely of Right to Cancel All or Part of Loan or Loan Disbursement, Pages 38-39**

The auditor stated DDCC did not notify Direct Loan recipients of their right to cancel the loans.

Auditors tested a sample of 60 students who received Federal Direct Loans (FDL) during the audit period and found that none of the students were notified of their right to cancel the loan.

According to DDCC management, the financial aid department recently streamlined communications to recipients in an attempt to avoid duplicative efforts; however, there were no monitoring procedures in place to ensure that the new method of communication was sufficient to meet federal requirements.

The auditor recommended DDCC management implement monitoring procedures to ensure that notifications provided to loan recipients are timely and include all required information concerning their right to cancel loans.

Final Audit Determination:

Before an institution disburses Title IV, HEA program funds for any award year, it must notify a student of the amount of funds that the student (or parent borrower) can expect to receive under each Title IV, HEA program and how and when those funds will be disbursed. If those funds include Direct Loan funds, the notice must indicate which funds are from subsidized loans and which are from unsubsidized loans. Except in the case of a post-withdrawal disbursement, if an institution credits a student's account at the institution with Direct Loan funds, it must notify the student or parent of the anticipated date and amount of the disbursement; the student's or parent's right to cancel all or a portion of that loan or loan disbursement and have the proceeds returned to the loan holder; and the procedures and time by which the student or parent must notify the institution that he/she wishes to cancel the loan or loan disbursement. The institution must provide the notice in writing or electronically no earlier than 30 days before, and no later than 7 days after, crediting the student account at the institution if the institution does not obtain affirmative confirmation from the student to provide the disbursement. *See 34 C.F.R. § 668.165(a).*

The CAP provided states that DDCC agrees with the finding and has implemented the following corrective actions as of September 1, 2021.

Upon the date of disbursement of a FDL, a notification is sent to each recipient via email by Ellucian Colleague, the college's student information system. In accordance with 34 CFR 668.165(a), this notification advises the FDL recipient of the following:

- Instructions on how to view the amount and date of the disbursement via the secure student portal.
- The right to cancel all or a portion of the loan and have the loan proceeds returned to the Department.
- The procedures and deadlines by which the FDL recipient must notify the school that they wish to cancel the loan.

Ellucian Colleague maintains a permanent record of this notification, which includes the text of the notification and the date it was sent to the FDL recipient.

This finding is closed.

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
2021-001	Office of the Governor – Office of State Budget and Management Stephanie McGarrah (984) 202-4267	<p><u>Inadequate Monitoring of Coronavirus Relief Funds</u></p> <p>The corrective action plan includes the following activities:</p> <ul style="list-style-type: none"> • Add additional monitoring staff and reorganize the grants management team to improve monitoring activities. • Develop standard operating procedures and provide training to new and existing staff. • Deploy grants management system to aid in management of documents and monitoring activities. <p><i>Anticipated Completion Date:</i> Additional monitoring staff added in April through August 2021; Standard operating procedures and training underway and will be completed in summer 2022; Grants management system developed and to be fully deployed in spring 2022.</p>
2021-002	Public Safety Amanda Stapleton (919) 418-0554	<p><u>Errors in Program Spending</u></p> <p>For the payments where NCORR agrees with the finding, the Department will conduct additional case management, reclassification, or recapture (as appropriate). Two utility checks were returned to NCORR as of December 2021. For the errors in transfer expenditures, corrections were completed in the accounting system in January 2022.</p> <p><i>Anticipated Completion Date:</i> Partial corrective action was completed in December 2021 and January 2022. Full corrective action will be taken in Fiscal Year 2023.</p>
2021-003	Public Safety Amanda Stapleton (919) 418-0554	<p><u>Inaccurate Reporting</u></p> <p>NCORR produced updated monthly reports on November 5th, 2021, however recognize that further reconciliation efforts are necessary. The Department has further developed the application system of record to align more closely with the accounting system. Therefore, data provided for future reports are a more accurate representation of assistance provided. Additionally, NCORR staff have become more accustomed to Treasury reporting requirements since the initial reports were produced.</p> <p><i>Anticipated Completion Date:</i> Partial corrective action was taken in November 2021. Full corrective action will be taken in Fiscal Year 2023.</p>
2021-004	Forsyth Technical Community College Michelle Dancho (336) 757-3710 Adina Long (336) 734-7272	<p><u>Enrollment Status Reporting Errors</u></p> <p>To assist with succession planning, we will have all management staff, and/or at least 3 members of our respective departments attend the current FSA NSLDS virtual training #7 <u>FSA Training Conference: 2021 Sessions (ed.gov)</u> involving enrollment reporting and NSLDS. We will also attend the most current National Clearinghouse training to assist with resolving reporting errors as well. We will revisit the most current versions of these trainings as</p>

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
2021-005	Pamlico Community College Jamie Gibbs (252) 249-1851 Ext 3021	<p data-bbox="586 422 1479 541">new staff members join our team. Finally, we will sample our population having a variety of status changes; to include graduating students, and conduct a test audit using NSLDS to ensure we prevent and/or resolve any issues that may present regarding our enrollment reporting.</p> <p data-bbox="586 573 1110 594"><i>Anticipated Completion Date: June 30, 2022.</i></p> <p data-bbox="586 632 980 653"><u>Enrollment Status Reporting Errors</u></p> <p data-bbox="586 688 1479 779">Additional verification procedures have been implemented between the Pamlico Community College offices of the Registrar and Financial Aid. Specifically:</p> <ul data-bbox="634 810 1479 1913" style="list-style-type: none"> <li data-bbox="634 810 1479 898">• The Registrar will pull a monthly enrollment report to submit to the National Student Clearing House (NSC) to update enrollment changes that have occurred. <li data-bbox="634 919 1479 1098">• The Registrar will provide a copy of this enrollment report to the Financial Aid Director who will then reconcile it to the National Student Loan Data System (NSLDS); any changes that are not reflected in NSLDS will be updated at that time. These steps will ensure that changes in Colleague (and ultimately in NSC) are also updated in NSLDS in a timely manner. <li data-bbox="634 1119 1479 1507">• To ensure withdrawal changes are reported in a timely manner, withdrawals that are processed between NSC monthly reporting periods (but backdated to a point in time that is prior to the last NSC submission) will be captured by the Admissions and Records Technician. Within seven business days of each monthly report's submission, the Admissions and Records Technician will pull an informer report (Withdrawals Based on Terms) for the current term. She will reconcile the students listed on the informer report to the students listed on the report submitted to NSC and immediately notify the Financial Aid Director about any students who were omitted as a change on the NSC report. Any student status changes will be noted and updated by the Director of Financial Aid manually in NSLDS. <li data-bbox="634 1528 1479 1770">• To ensure graduation status updates are accurately reported, program advisors will be required to provide graduation applications for each term (Fall, Spring, and Summer) by a specific date as established and communicated by the VP of Instructional Services and the VP of Student Services. The graduation records will be given to the Director of Financial Aid at the end of each term by the Registrar, and the Financial Aid Director will ensure the graduation status is accurately reported in NSLDS. <li data-bbox="634 1791 1479 1913">• As a final added measure, the Financial Aid Director (with assistance from the Registrar) will conduct an internal audit at the end of each semester by running an informer report (Student Head Count) to review a random sample of student identifications and conduct a

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
		cross check between the data in Colleague/NSC and NSLDS. Any discrepancies noted will be updated in NSLDS immediately. <i>Corrective Action was completed on:</i> December 17, 2021.
2021-006	Pitt Community College Lee Bray (252) 493-7264	<u>Financial Aid Exceeded Student Needs</u> Attendance changes will be reviewed on a daily basis as reports of non-attendance, withdraws and reinstatements are provided by the Registrar's Office. A weekly review of the Colleague screen OAWR, which provides a report of accounts that are possibly over awarded has also been implemented. <i>Corrective action was completed on:</i> September 1, 2021.
2021-007	Pitt Community College Lee Bray (252) 493-7264	<u>Enrollment Status Reporting Errors</u> Enrollment reporting is now being handled by the Registrar and Financial Aid Director together. The Financial Aid Director is now reviewing reports through NSLDS to ensure the reporting submitted to Clearinghouse is accurate for all students. <i>Corrective action was completed on:</i> September 1, 2021.
2021-008	University of North Carolina at Greensboro Dr. Chris Partridge (336) 334-5946	<u>Enrollment Status Reporting Errors</u> The error report provided by the National Student Clearinghouse (NSC) that lists conflicting data has been identified by conferring with UNCG's NSC representative. UNCG is now able to review the report and identify any students without an updated graduation status. The University Registrar's Office (URO) staff will then correct the issue so the correct status will be updated. The Enrollment Reporting procedures in the University Registrar's Office have been updated to include a review of the specific error report generated by NSC where these errors would be identified. The process of correcting any conflicting data/errors for prior terms has already begun in the URO. A new procedure for reporting enrollment updates related to graduation status has been identified by NSC as the preferred method. The URO will follow this new procedure going forward beginning with students who graduate in December 2021. Key members of the University Registrar's Office staff have access to NSLDS. An additional step of tracing graduated students each term will be added to the reporting procedure. The tracked students will be reviewed in NSLDS to ensure the graduation status has been correctly reported and updated. <i>Corrective Action was completed on:</i> December 15, 2021.

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
2021-009	Davidson-Davie Community College Brian De Young (336) 249-8186 Ext. 6240	<p data-bbox="586 426 1414 447"><u>Failure to Notify Direct Loan Recipients of Their Right to Cancel Loans</u></p> <p data-bbox="586 485 1479 632">In response to the finding from the Financial Aid Single Audit for the year ending June 30, 2021, <i>Failure to Notify Direct Loan Recipients of Their Right to Cancel Loans</i>, Davidson-Davie Community College agrees with the finding and has implemented the following corrective actions as of September 1, 2021.</p> <p data-bbox="586 653 1479 768">Upon the date of disbursement of a Federal Direct Loan, a notification is sent to each recipient via email by Ellucian Colleague, the college's student information system. In accordance with 34 CFR 668.165(a), this notification advises the Federal Direct Loan recipient of the following:</p> <ul data-bbox="634 793 1479 1010" style="list-style-type: none"> <li data-bbox="634 793 1479 852">• Instructions on how to view the amount and date of the disbursement via the secure student portal. <li data-bbox="634 873 1479 932">• The right to cancel all or a portion of the loan and have the loan proceeds returned to the U.S. Department of Education. <li data-bbox="634 953 1479 1010">• The procedures and deadlines by which the Federal Direct Loan recipient must notify the school that they wish to cancel the loan. <p data-bbox="586 1041 1479 1125">Ellucian Colleague maintains a permanent record of this notification, which includes the text of the notification and the date it was sent to the Federal Direct Loan recipient. The text of the notification is as follows:</p> <p data-bbox="586 1150 854 1209"><i>Dear XXXXXXXXXX, Student ID: XXXXXXXX</i></p> <p data-bbox="586 1230 1479 1377"><i>This notice is to inform you of the recent disbursement of your Federal Direct Loan for the XXXX 20XX semester. If you are anticipating a refund once your college bill has been paid, the funds will be issued by direct deposit or as a paper check depending upon the selection you made through Heartland/ECSI. The anticipated date for refunds is XXXXXXXXXXXX, 20XX.</i></p> <p data-bbox="586 1398 1479 1514"><i>You may view the amount of your Federal Direct Loan by logging into StormTrac and selecting Financial Aid. Please note the U.S. Department of Education deducts a loan origination fee of X.XXX% from all Federal Direct Loans prior to disbursement.</i></p> <p data-bbox="586 1535 1479 1661"><i>If you would like to cancel all or a portion of your Federal Direct Loan, you must notify our office at fa_loans@davidsondavie.edu within fourteen (14) days after the date of this email. Please be sure to include your name, student ID, loan type, and amount you wish to cancel.</i></p> <p data-bbox="586 1682 1479 1734"><i>Please contact our office at the email below with any questions regarding this notification or your student loans.</i></p> <p data-bbox="586 1755 1016 1881">Sincerely, Office of Financial Aid Davidson-Davie Community College finaid@davidsondavie.edu</p> <p data-bbox="586 1902 1260 1925"><i>Corrective Action was completed on: September 1, 2021.</i></p>

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
2021-010	Forsyth Technical Community College Michelle Dancho (336) 757-3710 Adina Long (336) 734-7272	<u>Enrollment Status Reporting Errors</u> See 2021-004 for Corrective Action Plan.
2021-011	Pitt Community College Lee Bray (252) 493-7264	<u>Financial Aid Exceeded Student Needs</u> See 2021-006 for Corrective Action Plan.
2021-012	Pitt Community College Lee Bray (252) 493-7264	<u>Enrollment Status Reporting Errors</u> See 2021-007 for Corrective Action Plan.
2021-013	University of North Carolina at Greensboro Dr. Chris Partridge (336) 334-5946	<u>Enrollment Status Reporting Errors</u> See 2021-008 for Corrective Action Plan.
2021-014	Public Instruction LaTricia Townsend (984) 236-2786	<u>Inaccurate Annual Reporting</u> Processes for future reporting have been amended to ensure additional controls are in place to promote greater accuracy. Required data elements will be pulled from internal DPI data to the extent possible. Data elements still requiring the use of self-reported data from Public School Units (PSUs) will be verified for inaccuracies prior to being aggregated for state agency reporting. <i>Anticipated Completion Date: September 30, 2022.</i>
2021-015	Public Instruction LaTricia Townsend (984) 236-2786	<u>Errors in FFATA Reporting</u> Additional staff was employed in fall of 2021 to complete FFATA reporting requirements. Technical considerations in the FFATA system remain a concern as the system constrains the number of entries per award to 100 per month making it impossible to report awards within the required time limit. Additional requests to the federal oversight agency for technical assistance with the system have been made by DPI. <i>Anticipated Completion Date: June 30, 2023.</i>

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
2021-016	Public Instruction LaTricia Townsend (984) 236-2786 Jennifer Bennett (984) 236-2475	<p><u>Inadequate Monitoring</u></p> <p>Internal programmatic monitoring procedures were amended with the addition of ESSER II and ESSER III in 2021. A risk assessment, monitoring plan, four-element monitoring instrument, and monitoring schedule were created and approved in March 2021. The monitoring plan enables all PSUs receiving funding through ESSER I, II, and III programs to have a compliance monitoring event by September 30, 2024, the end of ESSER period of availability. In fall 2021, additional staff dedicated to ESSER program were hired to assist with grant administration and monitoring. The aforementioned documents will be formally submitted as part of an update to the initial ESSER Monitoring and Internal Control Plan that was originally submitted in fall 2020 to the United States Department of Education.</p> <p>Fiscal monitoring management is actively addressing staffing shortages via several avenues:</p> <ul style="list-style-type: none"> • Contracting for specific ESSER grant programs with qualified auditing firms. • Actively recruiting to fill our vacant fiscal monitoring positions (2 have been filled since June 30, 2021). <p>As we move forward, our fiscal monitoring team will focus on our normal activities staging the highest at-risk PSUs as the priority. The contracted support track will focus on the specific ESSER grants and highest risk attributes specific to the ESSER funding. We think this approach will allow us to maximize our limited staffing resources.</p> <p>We will continue to update and ensure our ESSER Fiscal Monitoring plan is kept current and relevant. We will ensure that updates are provided to U.S. Department of Education.</p> <p><i>Anticipated Completion Date: June 30, 2023.</i></p>
2021-017	Health and Human Services Jeneen Preciose (919) 428-6102 John Peebles (919) 546-1670	<p><u>Errors in FFATA Reporting</u></p> <p>The Department will update the FFATA reporting policy to include report monitoring and standardization guidance.</p> <p>The Department will cross train additional program staff on FFATA reporting to ensure the work is not dependent on a singular resource.</p> <p><i>Anticipated Completion Date: April 30, 2022.</i></p>
2021-018	Health and Human Services John Peebles (919) 546-1670	<p><u>Inadequate Monitoring of Local Health Departments</u></p> <p>The Department has implemented additional processes and procedures. Additionally, the Department established a subrecipient reporting platform and randomized desk audits by monitors.</p> <p><i>Corrective action was completed on: August 1, 2021.</i></p>

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
2021-019	Health and Human Services Carla West (919) 855-4405	<p><u>Weatherization Funds Were Overspent</u></p> <p>The Division will request a waiver up to 25%, as needed, beginning FY 2022 to provide a buffer for actual expenditures versus the budgeted amount. There will be more frequent communication between the Budget office and the Energy program to ensure guidelines regarding waivers for Weatherization activities are followed and actual expenditure percentages are more actively tracked. The Division will contact the Administration of Children and Families for technical assistance and guidance prior to submitting the FY 2022 waiver to ensure proper procedures are followed.</p> <p><i>Anticipated Completion Date: April 30, 2022.</i></p>
2021-020	Health and Human Services Felicia Harris (919) 527-6416	<p><u>Errors in FFATA Reporting</u></p> <p>Various Business Operations positions were vacant during this timeframe with staff focused on supporting critical core and COVID operations. The Department will establish a contingency plan to ensure FFATA reporting is completed when employee turnover occurs. In addition, Department management will review and develop additional procedures as needed to confirm submitted reports are accurate.</p> <p><i>Anticipated Completion Date: June 30, 2022.</i></p>
2021-021	Health and Human Services Kris Horton (919) 527-7707	<p><u>Errors in Medicaid Provider Billing and Payment Process</u></p> <p>The Department will analyze each error identified in the audit and take appropriate action. A Tentative Notice of Overpayment (TNO) will be sent to each provider to recoup any overpayment identified. Provider Education Letters will be sent to all providers with identified errors. The Department will also conduct a six-month post payment review of these providers' fee-for-service paid claims to determine if errors are recurring.</p> <p><i>Anticipated Completion Date: December 31, 2022.</i></p>
2021-022	Health and Human Services Betty Dumas-Beasley (919) 527-7739	<p><u>Deficiencies in the Medicaid Eligibility Determination Process</u></p> <p>The Department reviewed the errors identified in the audit and followed-up with each responsible county to correct the beneficiary record. The Department will issue overpayment recoupment notices to the affected counties as required by state statute.</p> <p><i>Anticipated Completion Date: May 31, 2022.</i></p>
2021-023	Health and Human Services	<p><u>Deficiencies in the Medicaid Provider Enrollment and Termination Process</u></p> <p>The Department implemented CSR 2460 to automate the searches of the AAR and PPTD during the provider screening process. General Dynamics Information Technology (GDIT) conducted training with their staff on using the automated process. The Department is updating its monitoring procedures to utilize the new audit trail reports implemented with CSR 2460.</p>

CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2021

Finding Number	Department/ Contact Person/ Phone Number	Corrective Action Planned
	Christina Bunch, Provider Operations Deputy Director (919) 215-6993	<p>In addition, the Department took the following actions to address the specific errors identified in the finding:</p> <ul style="list-style-type: none"> • For the seven provider records where, incorrect data was used to search the Adverse Action Report (AAR) and the Provider Penalty Tracking Database (PPTD), the Department instructed GDIT to re-perform the searches using the correct information and update the provider records. The searches were completed, and provider records updated as of February 21, 2022. • For the one provider where a new owner was discovered and no background check or search of the AAR and PPTD was performed, the Department contacted the provider and obtained an application disclosing the owners not listed on the provider's record. On February 8, 2022, the provider submitted a Manage Change Request (MCR) to disclose the owners not listed. GDIT will reprocess the provider's application and update the provider's record accordingly. The Department will follow-up to ensure the provider's records are appropriately updated. • For the one out-of-state provider where, out-of-state eligibility was not verified, the Department verified the provider's participation in the Virginia Medicaid program and supplied GDIT with the verification documentation. The Department has instructed GDIT to upload the verification documentation, notating the provider's record accordingly. The Department will follow-up to ensure the records are properly updated.

Anticipated Completion Date: March 31, 2022.

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The planning and compilation of the statewide federal compliance procedures for the Single Audit Report required 2,532 audit hours at an approximate cost of \$268,392.

The hours and related costs of audits at individual state entities to support the Independent Auditor's Reports contained herein are included in the transmittals issued for those entities.



NLN Commission for Nursing
Education Accreditation

VIA EMAIL ONLY

October 18, 2022

Maureen Abraham, MSN, RNC, CNE
Director of Nursing Programs
Craven Community College
800 College Court
New Bern, NC 28562

Dear Maureen Abraham:

This letter provides formal notice of the action taken on the accreditation status of the Associate Degree program at Craven Community College during the recent National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) Board of Commissioners meeting October 13-14, 2022. We are pleased to inform you that the NLN CNEA Board of Commissioners voted that initial accreditation be **granted** for the following program:

Associate Degree in Nursing Program

The program was found to be compliant with all standards. However, quality improvement conditions were identified for the following quality indicators, Standard I, Quality Indicators I-A, Standard III, Quality Indicators III-B, III-D and must be addressed by the program within the time frame indicated by the Board of Commissioners:

Standard I, Quality Indicator I-A: Program must provide detailed Systematic Evaluation Plan (SEP). According to the NLN CNEA Standards of Accreditation, "the evidence-based process minimally consists of elements related to identified program outcomes; internal benchmarks; multiple strategies for data collection; established timelines; person(s) responsible for recording and analyzing data; plan for dissemination of findings; and analysis of the effectiveness of the actions taken" (2021, p. 9).

Standard III, Quality Indicator III-B: Program should describe how preceptors are selected and how qualifications are checked. According to the NLN CNEA Standards of Accreditation, "the nursing program defines the academic and experience qualifications of preceptors that are used within the program, ensuring they are in alignment with applicable regulatory agency rules and professional standards" (2021, p. 18).

Also, "the preceptor's role, qualifications, and responsibilities in the learning environment are clearly described and shared with all members of the learning community (i.e., students, faculty and other care providers)" (2021, p. 18).

Standard III, Quality Indicator III-D: Program must provide action plan regarding faculty outcomes. According to the NLN CNEA Standards of Accreditation, "data describing actual individual and collective faculty outcomes are gathered and analyzed at designated intervals and used to measure the faculty's ability to meet expected faculty outcomes appropriate to the program type and within an organizational environment supportive of continuous quality improvement" (2021, p. 27).

The program must provide the requested documentation by **July 1, 2023** in the accreditation management portal (e-portal). The materials should include a narrative of up to 5 pages double-spaced maximum addressing the Quality Indicator compliance concerns identified above. Please also submit the following as appendices: SEP [I-A], and action plan [III-D]. The documentation is to be submitted in the accreditation management system (e-portal) at <https://cneaaccreditation.nln.org>. Please let us know if you need help accessing or using the e-portal.

Failure to submit the requested documentation may affect the programs accreditation status with the NLN CNEA. If there are any questions about this request, please contact Dr. Teresa Shellenbarger at tshellenbarger@nln.org.

The program's initial accreditation status is effective for a maximum term of six years, beginning April 30, 2022, and terminating April 30, 2028.

The Board of Commissioners' decision was based upon a review of the program's self-study report, on-site program evaluation team report, the NLN CNEA Program Review Committee's report, and the determination that the program is in compliance with the NLN CNEA's Standards of Accreditation.

The program's on-site program evaluation review for continuing accreditation is scheduled for Fall 2027.

Programs accredited by NLN CNEA are required to complete an Annual Report due in January of each calendar year and submit a Mid-Cycle Report midway through the accreditation term to validate continued compliance with NLN CNEA accreditation standards. **The program's Mid-Cycle Report will be due January 2025.**

As per NLN CNEA policy, the NLN CNEA reserves the right to review and potentially terminate the accreditation status of any program with due notice under the following conditions:

- 1) Accreditation status of the governing institution changes;
- 2) State regulatory status of the nursing program changes;
- 3) Lack of compliance with required NLN CNEA reporting mechanisms (i.e., Annual Report and Mid-Cycle Report);
- 4) Failure to pay annual accreditation fees; OR
- 5) Other substantive institutional or program changes occur affecting the stability of the nursing program and the ability to remain compliant with NLN CNEA Standards of Accreditation.

If changes occur within the program as outlined above, NLN CNEA requires that programs notify NLN CNEA **within sixty days of the change in program status.** Failure to notify NLN CNEA of program changes of the nature listed above within the stipulated time frame may also lead to a review of and action on the program's accreditation status by the NLN CNEA Board of Commissioners.

Programs may choose to publicly disclose their NLN CNEA accreditation status. A certificate of accreditation and an electronic accreditation logo will be forthcoming for the program to display. For programs choosing to publicly disclose their accreditation status on printed or electronic materials, they must use the following public statement:

“The Associate Degree in Nursing program at Craven Community College is accredited by the National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) located at 2600 Virginia Avenue, NW, Washington, DC 20037. 202-909-2487.”

Congratulations on achieving initial accreditation status with NLN CNEA and your commitment to providing quality nursing education! We look forward to the on-going success of your nursing program. If you have any questions about the accreditation process, please feel free to contact me.

Sincerely,



Teresa Shellenbarger, PhD, RN, CNE, CNEcl, ANEF
Executive Director, NLN CNEA

CC: Raymond Staats, PhD, President, Craven Community College
Crystal Tillman, DNP, RN, CNP, FRE, North Carolina SBON
Belle S. Wheelan, PhD, Southern Association of Colleges and Schools
Commission on Colleges
Joan Darden, PhD, RN, ANEF, Chair, Board of Commissioners, NLN CNEA
Jewel Diller, DNP, MEd, RN, Co-Chair, Program Review Committee, NLN
CNEA
Stephanie Holaday, DrPH, MSN, BSN, CNE, Co-chair, Program Review
Committee, NLN CNEA
Amy Pettigrew, PhD, RN, CNE, ANEF, Site Visit Team Leader
April Minster, EdD, MSN, MPH, RN, Site Visit Team Member
Loretta Bond, PhD, RN, CNE, Site Visit Team Member
Carolina Delacruz, DNP, RN, CRNP, FNP-BC, CCRN-K, Site Visit Team Member



NLN Commission for Nursing
Education Accreditation

VIA EMAIL ONLY

October 18, 2022

Maureen Abraham, MSN, RNC, CNE
Director of Nursing Programs
Craven Community College
800 College Court
New Bern, NC 28562

Dear Maureen Abraham:

This letter provides formal notice of the action taken on the accreditation status of the Practical Nursing program at Craven Community College during the recent National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) Board of Commissioners meeting October 13-14, 2022. We are pleased to inform you that the NLN CNEA Board of Commissioners voted that initial accreditation be **granted** for the following program:

Practical Nursing Program

The program was found to be compliant with all standards. However, quality improvement conditions were identified for the following quality indicators, Standard I, Quality Indicators I-A and, I-E, Standard III, Quality Indicators III-B, III-D and must be addressed by the program within the time frame indicated by the Board of Commissioners:

Standard I, Quality Indicator I-A: Program must provide detailed Systematic Evaluation Plan (SEP). According to the NLN CNEA Standards of Accreditation, “the evidence-based process minimally consists of elements related to identified program outcomes; internal benchmarks; multiple strategies for data collection; established timelines; person(s) responsible for recording and analyzing data; plan for dissemination of findings; and analysis of the effectiveness of the actions taken” (2021, p. 9).

Standard I, Quality Indicator I-E: Program must provide action plan regarding low employment rates. According to the NLN CNEA Standards of Accreditation, “programs not meeting established benchmarks for graduate employment rates in nursing complete an analysis of contributing factors (including regional workforce analysis with input from the community of interest), develop and implement a plan to address identified factors impacting graduate employment rates, and set a timeline for achieving the expected graduate employment rates” (2021, p. 11).

Standard III, Quality Indicator III-B: Program should describe how preceptors are selected and how qualifications are checked. According to the NLN CNEA Standards of Accreditation, “the nursing program defines the academic and experience qualifications of preceptors that are used within the program, ensuring they are in alignment with applicable regulatory agency rules and professional standards” (2021, p. 18).

Also, “the preceptor’s role, qualifications, and responsibilities in the learning environment are clearly described and shared with all members of the learning community (i.e., students, faculty and other care providers)” (2021, p. 18).

Standard III, Quality Indicator III-D: Program must provide action plan regarding faculty outcomes. According to the NLN CNEA Standards of Accreditation, “data describing actual individual and collective faculty outcomes are gathered and analyzed at designated intervals and used to measure the faculty’s ability to meet expected faculty outcomes appropriate to the program type and within an organizational environment supportive of continuous quality improvement” (2021, p. 27).

The program must provide the requested documentation by **July 1, 2023** in the accreditation management portal (e-portal). The materials should include a narrative of up to 5 pages double-spaced maximum addressing the Quality Indicator compliance concerns identified above. Please also submit the following as appendices: SEP [I-A], action plan, [I-E], and action plan [III-D]. The documentation is to be submitted in the accreditation management system (e-portal) at <https://cneaaccreditation.nln.org>. Please let us know if you need help accessing or using the e-portal.

Failure to submit the requested documentation may affect the programs accreditation status with the NLN CNEA. If there are any questions about this request, please contact Dr. Teresa Shellenbarger at tshellenbarger@nln.org.

The program’s initial accreditation status is effective for a maximum term of six years, beginning April 30, 2022, and terminating April 30, 2028.

The Board of Commissioners’ decision was based upon a review of the program’s self-study report, on-site program evaluation team report, the NLN CNEA Program Review Committee’s report, and the determination that the program is in compliance with the NLN CNEA’s Standards of Accreditation.

The program’s on-site program evaluation review for continuing accreditation is scheduled for Fall 2027.

Programs accredited by NLN CNEA are required to complete an Annual Report due in January of each calendar year and submit a Mid-Cycle Report midway through the accreditation term to validate continued compliance with NLN CNEA accreditation standards. **The program’s Mid-Cycle Report will be due January 2025.**

As per NLN CNEA policy, the NLN CNEA reserves the right to review and potentially terminate the accreditation status of any program with due notice under the following conditions:

- 1) Accreditation status of the governing institution changes;
- 2) State regulatory status of the nursing program changes;
- 3) Lack of compliance with required NLN CNEA reporting mechanisms (i.e., Annual Report and Mid-Cycle Report);
- 4) Failure to pay annual accreditation fees; OR
- 5) Other substantive institutional or program changes occur affecting the stability of the nursing program and the ability to remain compliant with NLN CNEA Standards of Accreditation.

If changes occur within the program as outlined above, NLN CNEA requires that programs notify NLN CNEA **within sixty days of the change in program status.** Failure to notify NLN CNEA of program changes of the nature listed above within the stipulated time frame may also

lead to a review of and action on the program's accreditation status by the NLN CNEA Board of Commissioners.

Programs may choose to publicly disclose their NLN CNEA accreditation status. A certificate of accreditation and an electronic accreditation logo will be forthcoming for the program to display. For programs choosing to publicly disclose their accreditation status on printed or electronic materials, they must use the following public statement:

“The Practical Nursing program at Craven Community College is accredited by the National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA) located at 2600 Virginia Avenue, NW, Washington, DC 20037. 202-909-2487.”

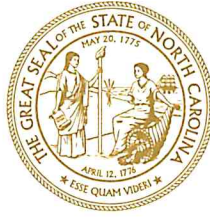
Congratulations on achieving initial accreditation status with NLN CNEA and your commitment to providing quality nursing education! We look forward to the on-going success of your nursing program. If you have any questions about the accreditation process, please feel free to contact me.

Sincerely,



Teresa Shellenbarger, PhD, RN, CNE, CNEcl, ANEF
Executive Director, NLN CNEA

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STATE OF NORTH CAROLINA
OFFICE OF THE GOVERNOR

September 28, 2022

ROY COOPER
GOVERNOR

Dr. Raymond Staats
800 College Court
New Bern, NC 28562

President Staats:

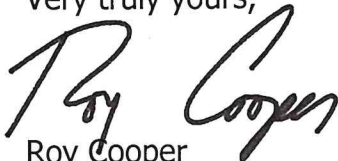
Four years ago, my staff and I asked you to take the lead in supporting community college students who experienced unanticipated financial needs that threatened to keep them from successfully finishing their program. Too often, emergencies like car repairs, medical bills, and unexpected childcare costs prevented students from completing their training and entering the workforce.

I am proud that through your leadership and partnership with local workforce development boards, the Finish Line Grants program has now helped more than 5,400 students. The success of this program is due directly to efforts by you and your staff and for that I thank you.

I also thank you for taking on the new challenge of managing the Finish Line Grants program locally at your community college through support of the North Carolina Community College System Office. The transition of the Finish Line Grants program from local workforce development boards to community colleges will provide greater access for students and build on the success of the existing program. Please know, I have asked directors of local workforce boards to continue to support your students as they complete their training and enter the workforce.

Our strong community colleges are essential to North Carolina's prosperity as we recruit record numbers of jobs across the state. I will continue to look to your college as a leader in both developing our well-trained workforce and in forging new partnerships across your community, as you did with the Finish Line Grants program.

With kind regards, I am

Very truly yours,

Roy Cooper

October 2022

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a non-profit organization
Federal Tax ID # 59-1718436

The Foundation kicked off its annual campaigns in August with a combination of a mailing for the Community Campaign and hand delivered pledge forms to staff and faculty at unit meetings for the Campus Campaign. This year's Campaign Co-Chairs are Tyler Harris, Vice President of the Craven Community College Foundation and Jonathan Stephens Emergency Medical Services Programs coordinator at Craven Community College. As of September 30th, the two campaigns combined have raised \$40,170. This is an increase over the previous year of \$4,525 in the Community Campaign at the same date. We are showing a slight decrease in the Campus Campaign that can be attributed to the later start of this year's campaign.

The Foundation's VOLT Toolbelt Trust has assisted 101 students so far for a total award of \$32,955.55. There is currently \$29,322.01 remaining in the allocated funds and we are working on securing additional funding for this project. In addition to the Harold H. Bate Foundation, we have received funding from Blue Cross Blue Shield of North Carolina (\$5,000) and Gregory Poole (\$1,000 designated to the Diesel Mechanic Program). With the ending of HEERF funding, the funds for the Toolbelt Trust have bridged the gap in assisting those students that desire to learn job ready skills.

The Foundation's Donor – Recipient Reception is scheduled for October 24th, from 11:00 AM through 1:30 PM in the Naumann Community Room. I would like to personally invite each of you to attend if you are available. This is a great opportunity to interact with some of the donors and recipients of the scholarships the Foundation sponsors.

The Foundation has recently been awarded grants from both BSH Home Appliances (\$25,000 for credentialing of students), The Gene Haas Foundation (\$10,000 to support

scholarships and student competition teams) and International Paper (\$5,000 for the Panther Pantry). As a 501(c)3 nonprofit organization, the Foundation receives many grants from companies that assist the College and our students. Many businesses require that grants go to a 501(c)3 organization.



Anne Schout, President
Craven Community College Foundation