



REVISED MEETING AGENDA

AUGUST 19, 2025

**5:30 pm Ward Boardroom
New Bern Campus**

- | | | |
|------|---|------------------------------|
| I. | Call to Order | <i>Ervin Patrick, Chair</i> |
| II. | Administrative Items | |
| | (1) Roll Call | <i>Ray Staats, Secretary</i> |
| | (2) Recognition and Appreciation of Service | <i>Ray Staats</i> |
| | a. Jennifer O'Neill (2021-2025) | |
| | b. Whit Whitley (2017-2025) | |
| | (3) New Appointment | <i>Amber Smith</i> |
| | Dan Roberts (NC General Assembly 2025-29) | |
| | a. Letter of Appointment | |
| | b. Statement of Economic Interest | |
| | c. Oath of Office | |
| | Henry "Bud" Stilley Jr. (NC House of Representatives 2025-29) | |
| | d. Letter of Appointment | |
| | e. Statement of Economic Interest | |
| | f. Oath of Office | |
| | (4) Agenda Review and Adoption (<i>motion</i>) | <i>Ervin Patrick</i> |
| | (5) Conflict of Interest Declaration | <i>Ervin Patrick</i> |
| | (6) Public Comment | <i>Ervin Patrick</i> |
| III. | Consent Agenda (<i>motion</i>) | <i>Ervin Patrick</i> |
| | (1) Approve Board of Trustees Meeting Minutes (June 11, 2025) | |
| IV. | Instructional Update (<i>info</i>) | <i>Kathleen Gallman, VP</i> |
| | (1) Curriculum Report | |
| | (2) Spring Program Review | |
| V. | Financial Reports 4 th Quarter FY 2024-25 (Apr-Jun) | <i>Jim Millard, VP</i> |
| | (1) Financial Report (<i>motion</i>) | |
| | (2) Write-Offs and Uncollectable Accounts (<i>motion</i>) | |
| | (3) Cash Balances (<i>info</i>) | |
| VI. | Personnel Report 4 th Quarter FY 2024-25 (Apr-Jun) (<i>info</i>) | <i>Jim Millard</i> |

- | | | |
|----------------|--|---------------------------------|
| VII. | Facilities Usage Report 4 th Quarter FY 2024-25 (Apr-Jun) <i>(info)</i> | <i>Jim Millard</i> |
| VIII. | Old Business | |
| | (1) BP 2.13 Employee Grievance Policy <i>(motion)</i> | <i>Ray Staats</i> |
| | (2) Receive Officer Nominating Committee Report <i>(info)</i> | <i>Ervin Patrick</i> |
| IX. | New Business | |
| | (1) Election of Officers <i>(motion)</i> | <i>Ervin Patrick</i> |
| | (2) Annual Security Report <i>(info)</i> | <i>Jim Millard</i> |
| | (3) Approve Foundation Board of Directors Appointments <i>(motion)</i> | <i>Ray Staats</i> |
| X. | Reports | |
| | (1) President | <i>Ray Staats</i> |
| | (2) Chair | <i>Ervin Patrick</i> |
| | (3) Attorney | <i>Jamie Norment</i> |
| | (4) Foundation President | <i>Tyler Harris</i> |
| XI. | Transfer of the Gavel | <i>Ervin Patrick</i> |
| XII. | Adjournment | <i>Chair</i> |

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

August 19, 2025

Mr. Steve Cella

Dr. Jim Davis

Ms. Pam Holder

Mr. Chip Hughes

Ms. E.T. Mitchell

Ms. Jennifer O'Neill

Dr. Ervin Patrick

Ms. Sandra Phelps

Mr. Dan Roberts

Mr. Kevin Roberts

Mr. Bud Stilley

Mr. Tabari Wallace

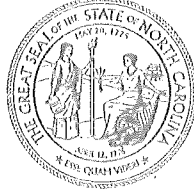
Mr. Whit Whitley

Mr. Augustus Willis

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?



NORTH CAROLINA GENERAL ASSEMBLY
SENATOR PHILIP E. BERGER
PRESIDENT PRO TEMPORE
NORTH CAROLINA SENATE

June 30, 2025

Daniel "Dan" M. Roberts IV
3426 Windsor Drive
Trent Woods, NC 28562

Dear Dan:

Pursuant to the authority granted to me in North Carolina General Statute §115D-12 and by the General Assembly, I am pleased to appoint you to serve on the Craven Community College Board. Your term is effective July 1, 2025, pending evaluation of your Statement of Economic Interest, and will continue until June 30, 2029.

In order to provide fuller disclosure of information about my appointees to boards and commissions, I ask that you complete a Statement of Economic Interest in accordance with North Carolina Statute §138A-22. The North Carolina State Ethics Commission will review this information for any potential conflicts of interest. Your appointment will become final after their review is complete. Directions can be found at Ethics.NC.gov.

I appreciate your willingness to serve in this capacity, and I am confident that you will contribute greatly to the Craven Community College Board.

Sincerely,

A handwritten signature in black ink, appearing to read "Phil Berger", written over a circular stamp or seal.

Phil Berger

PEB:dm

Honorable Josh Stein
Honorable Rachel Hunt
Honorable Elaine F. Marshall
Honorable Destin Hall
Sarah Holland, Senate Principal Clerk
James White, House Principal Clerk
Legislative Library
State Library
State Board of Elections



OATH OF OFFICE
BOARD OF TRUSTEES

I, Daniel Roberts, do solemnly swear that I will support the Constitution of the United States.

I, Daniel Roberts, do solemnly swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability.

I, Daniel Roberts, do solemnly swear that I will well and truly execute the duties of my office as a member of the Board of Trustees of Craven Community College according to the best of my skill and ability, according to law, so help me, God.

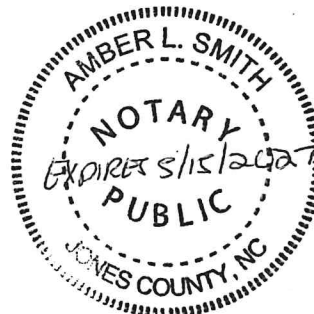
A handwritten signature in black ink, appearing to read "Daniel Roberts", written over a horizontal line.

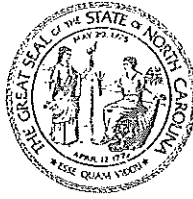
Daniel Roberts

Sworn to and subscribed before me, this the 19th day of August, 2025.

A handwritten signature in black ink, appearing to read "Amber L. Smith", written over a horizontal line.

Amber L. Smith, Notary
Jones County, North Carolina





Office of the Speaker
North Carolina House of Representatives

DESTIN HALL
SPEAKER OF THE HOUSE

June 30, 2025

Mr. Henry N. Stilley
208 Bridge Pointe Drive
New Bern, NC 28562

Dear Mr. Stilley:

Pursuant to the authority granted to me by North Carolina General Statute 115D-12(a) (1), I am pleased to appoint you to serve on the Craven Community College Board of Trustees. In accordance with General Statute 138A-22, your appointment is subject to the State Ethics Commission evaluation of your Statement of Economic Interest. Pending this evaluation, your appointment will become effective immediately and will expire on June 30, 2029.

Enclosed is a copy of Senate Bill 770, which was recently ratified by the North Carolina General Assembly. This bill contains your appointment.

Thank you for your willingness to serve in this capacity. I am confident you will have much to offer to the Craven Community College Board of Trustees and will be effective and diligent in your service to our State.

Best Regards,

A handwritten signature in black ink that reads "Destin Hall". The signature is stylized, with a large, looped "D" and a cursive "Hall".

Destin Hall
Speaker of the House

DH/jg
Enclosure—SB 770

CC: Governor Josh Stein
Lieutenant Governor Rachel Hunt
The Honorable Phil Berger
The Honorable Elaine Marshall
James White, House Principal Clerk
Sarah Holland, Senate Principal Clerk

Paul Y. Coble, Legislative Services Officer
Kara McCraw, Legislative Analysis
Office of the State Controller
State Library
Legislative Library
State Ethics Commission



OATH OF OFFICE
BOARD OF TRUSTEES

I, Henry Stilley Jr, do solemnly swear that I will support the Constitution of the United States.

I, Henry Stilley Jr, do solemnly swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability.

I, Henry Stilley Jr, do solemnly swear that I will well and truly execute the duties of my office as a member of the Board of Trustees of Craven Community College according to the best of my skill and ability, according to law, so help me, God.


Henry Stilley Jr

Sworn to and subscribed before me, this the 19th day of August, 2025.



Amber L. Smith, Notary
Jones County, North Carolina



CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING MINUTES
JUNE 11, 2025

The Craven Community College Board of Trustees met on Wednesday, June 11, 2025 in the Brock Administration Building, Ward Boardroom, with Board Chair Ervin Patrick presiding. The meeting was called to order at 2:00 pm.

Roll Call

President Raymond Staats called the roll.

Voting members present were: Mr. Steve Cella, Dr. Jim Davis, Ms. Pam Holder, Mr. Chip Hughes, Ms. E. T. Mitchell, Dr. Ervin Patrick, Ms. Sandra Phelps, Mr. Kevin Roberts, Mr. Gus Willis, and Mr. Whit Whitley.

Voting members absent were: Ms. Jennifer O'Neil and Mr. Tabari Wallace

Ex-Officio members present were: None

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 Development; Mr. Jim Millard, Vice President for Administration; and Ms. Amber Smith, Executive Assistant to the President and Board of Trustees

Board Chair Patrick declared a quorum present and welcomed everyone to the June board meeting.

Agenda Review and Adoption

Board Chair Patrick reviewed the agenda (attached). Trustee Mitchell motioned to accept the agenda as presented; Trustee Holder seconded the motion and the motion was unanimously approved.

Conflict of Interest Declaration

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

Public Comment

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

Consent Agenda

Trustee Whitley motioned to accept the minutes (attached) of the April 15, 2025, meeting; Trustee Hughes seconded the motion, and the motion was unanimously approved.

Enrollment Report

Vice President Gery Boucher reported on current enrollment trends (attached). Summer 2025 curriculum enrollment is higher than the previous year. Spring 2025 Workforce Development headcount is greater than the prior year.

Financial Reports

Fiscal Year 2024-25 Third Quarter Financial Report: Vice President Jim Millard highlighted the reports for Third Quarter (January – March) Fiscal Year 2025 (attached). Trustee Phelps motioned to approve the report as presented; Trustee Whitley seconded the motion and the motion was unanimously approved.

Write-Offs and Uncollectable Accounts: VP Millard reviewed the attached report. Trustee Holder motioned to approve the report as presented; Trustee Davis seconded the motion and the motion was unanimously approved.

Cash Balances: The cash balance report was reviewed by VP Millard for informational purposes (attached).

Personnel Report

For informational purposes, VP Millard highlighted the Third Quarter (January–March) Fiscal Year 2025 Personnel Report (attached).

Facilities Usage Report

VP Millard presented the Third Quarter (January – March) Fiscal Year 2025 Facilities Usage Report for informational purposes (attached).

Strategic Plan Assessment Goal 2 Update

President Staats reviewed the annual assessment for Goal 2-- Student-Centered Experience (attached).

Old Business

Board Policy 2.37, Paid Parental Leave: President Staats reviewed the changes to BP 2.37, Paid Parental Leave (attached), which was presented in April for review, for approval. Trustee Mitchell motioned to approve the revised board policy as presented; Trustee Willis seconded the motion, and the motion was unanimously approved.

New Business

Appoint Board Officer Nominating Committee FY 2025-26: Board Chair Patrick appointed Trustees Hughes, Mitchell, and Roberts to the committee with Trustee Mitchell as chair. The committee will present a recommended slate of officers for Fiscal Year 2025-26 that includes the chair, vice chair, and secretary (the College President customarily fills the secretary position). The recommended slate of officers will be presented and voted upon at the August 2025 board meeting.

Receive 2025-26 Board of Trustees Meeting Schedule: The schedule of meetings for Fiscal Year 2025-26 was presented by Executive Assistant Smith, with August 19, 2025 being the next scheduled board meeting (attached).

Approve Continuing Budget Resolution for FY 2025-26: VP Millard presented the resolution authorizing Dr. Staats to pay salaries and ordinary expenses until such time a State budget is presented to the board for approval (attached). Trustee Mitchell motioned to approve the continuing budget resolution; Trustee Whitley seconded the motion, and the motion was unanimously approved.

Board Policy 2.13, Employee Grievance Policy: President Staats reviewed the revisions proposed for BP 2.13, Employee Grievance Policy. This policy will be re-visited in August for final approval.

Reports

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

- House and Senate have passed different versions of the biennial budget. Conference committee appointed. Unlikely to have enacted the budget before July 1.
- Bill Fortney will be retiring 6-23-25 from NC State Engineering, Havelock; search for a successor is underway
- Dr. Staats and Dr. Gallman travelled to UNCW to sign the Step In Program Memorandum of Understanding which will allow students to complete local internships coupled with online courses to complete bachelor degrees
- The mechanical engineering and welding students have built a time capsule to celebrate the 60th anniversary of the College. The capsule can be viewed on 7-1-25 at the open house. The capsule is scheduled to be reopened in ten years during the "70th Anniversary" celebration.
- The Craven Community College baseball team was the first community college team to qualify for and win the NCBA Division III World Series.
- Convocation will be 8-15-25, and the Trustees are invited to serve lunch to College employees at 11:00 am.
- NCACCT Leadership Conference will be September 10th- 12th at The Grandover in Greensboro.

Attorney: Jamie Norment advised that the System Office has received the President's updated contract information and that they will review and vote on it in July.

Chair: No report.

Closed Session

At 2:56 pm, upon a motion by Trustee Mitchell, seconded by Trustee Roberts and with unanimous approval, the Board of Trustees of Craven Community College, pursuant to North Carolina General Statute Section {143-318.11(a)(36)}, entered into Closed Session to consult with legal counsel about *Marsteller v. The Trustees of Craven Community College* with the request that Attorney Jamie Norment, President Staats and Executive Assistant Amber Smith remain in the Closed Session at the pleasure of the Board. Vice Presidents Boucher, and Millard, were excused from the meeting.

Craven Community College
Board of Trustees Meeting Minutes
June 11, 2025
Page Five

At 3:24 pm, upon a motion by Trustee Whitley, seconded by Trustee Roberts, and with unanimous approval, the Closed Session ended and the Regular Session resumed. The public was invited to rejoin the Regular Session. No final action was taken in the Closed Session.

Following the Closed Session, a motion was made by Trustee Mitchell, seconded by Trustee Davis, that the Board Chair be authorized to execute the necessary documents to conclude the *Marsteller v. The Trustees of Craven Community College* litigation as recommended by the College's legal counsel.

Adjournment

With no further business to be presented, Board Chair Patrick adjourned the meeting at 3:26 pm and thanked everyone for their participation.

Respectfully submitted:



Ervin D. Patrick, Chair
August 19, 2025



Raymond W. Staats, Secretary
August 19, 2025

Curriculum Update

Dr. Kathleen Gallman



Fall Curriculum Enrollment

As of August 11, 2025

Curriculum Enrollment		
	Headcount	FTE
Fall 2025	2900	969.59
Spring 2024	2670	950.75
% Change	+ 8%	+ 2.0%

SACSCOC Reaffirmation 2027

- Compliance Certification due March 6, 2026
 - Committee formed
 - 40 standards to be evaluated
- QEP Report due August 24, 2026
 - Committee formed
 - Topic identified – Artificial Intelligence
- On-site Review – October 24, 2026
- Accreditation Decision – June 2027

Skills USA

74 Advisors and Students attended the NC SkillsUSA State Conference in Greensboro

- 39 students medaled in a variety of disciplines (IT; CNC Milling; Crime Scene Investigation; Welding; Automotive; Barbering, and more)

7 students advanced to the National SkillsUSA Conference in Atlanta in June, taking away 2 medals

- Storm Ducharme – CNC Programmer – 3rd Place
- Dylan Hoffman – Related Technical Math – 4th Place

Technical Standards

Defined

A set of non-academic abilities – such as physical, cognitive, and behavioral abilities – that students must possess to successfully participate in and complete an academic program.

Origin of Technical Standards:

Section 504 of the Rehabilitation Act of 1973 “..... prohibits discrimination on the basis of disability in any program or activity receiving Federal financial assistance.”

<https://www.ecfr.gov/current/title-45/subtitle-A/subchapter-A/part-84>

Technical Standards

Part of Craven's commitment to academic excellence, student success and institutional accountability

Standards that ensure a student's readiness for programmatic and professional demands

- Ensure equitable access
- Maintain accreditation and legal compliance
- Align with industry expectations

Technical Standards should be clearly defined and consistently applied

Technical Standards

Purpose:

- Used for students with or without disabilities
- Helps students with disabilities determine prior to admission if they have the technical skills needed to complete the program and whether they will need to seek accommodations
- Helps students identify programs that align with their capabilities

Craven's first round of standards has been approved by its Curriculum and Academic Policy (CAP) Committee

Arts & Sciences Transfer Initiative

- **Purpose:** increase engagement between transfer students and to make them part of a “community of learners”
- **Goal:** increase retention and transfer success
- AA, AS, AGE, AE, and TP students are enrolled in Moodle course(s) that serves as transfer student portal
- Transfer Tuesdays – students will hear from university partners and attend transfer workshops
- Socials to be held at the beginning and end of each semester



TRANSFER TUESDAYS

Get on track for transfer success with the virtual events listed below. All are held on Tuesdays at 2 PM. Scan the QR code below to join each virtual session. Let us help you get there!



You are invited to a
KICK-OFF SOCIAL

 **TUESDAY, SEPT 2**
2:00 PM

 **WARD HALL**
Naumann Community Room

and an end-of-semester
HOLIDAY SOCIAL

 **TUESDAY, DEC 2**
2:00 PM

 **WARD HALL**
Naumann Community Room

FOR MORE INFO
universitytransfer@cravencc.edu

SEPTEMBER 9
C-STEP
Partnership with UNC-Chapel Hill

SEPTEMBER 16
Phi Theta Kappa (PTK)
Elite Honor Society for two-year colleges

SEPTEMBER 30
NC State C3 Program
Partnership with NCSU

OCTOBER 7
Havelock Engineering
BS in Engineering (ME or EE tracks)

OCTOBER 14
ECU Partnership Teach
Online Bachelor's Degree in Education

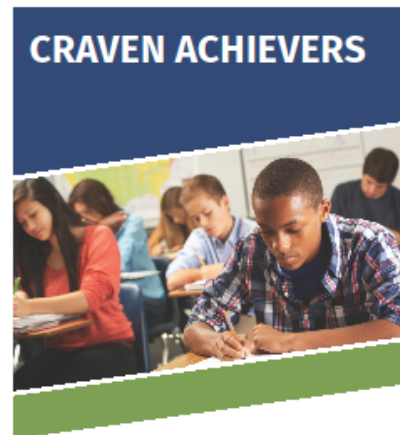
OCTOBER 21
Virtual Transfer Advising
Get help registering for spring classes!

OCTOBER 28
Bronco Benefit
Fayetteville State University partnership

NOVEMBER 4
Triumphant Transfers!
Q & A with former Craven transfer students

Scan here to join each virtual session. 

Craven Achievers



CRAVEN ACHIEVERS

Get a head start on your college journey as a Craven Achiever! This premier dual-enrollment model allows high school students to earn up to 26 college credits while saving on tuition costs. With scholarships that cover books, tuition, and fees, students can accelerate their path toward an Associate in Arts or Science degree.

Enjoy engaging, face-to-face college courses on your high school campus, benefit from personalized academic support, and seamlessly transfer credits to four-year universities. Plus, stand out at graduation with special recognition for your achievements. Start by expressing interest with your high school counselor today!



800 College Court • New Bern, NC 28562
cravencc.edu

Craven Achievers

Craven Achievers are provided with a variety of benefits, including:

- 1. Cost Savings:** Save significantly on your college education with scholarships covering the cost of books, as well as exclusive scholarship opportunities for students continuing their studies at Craven Community College after high school.
- 2. College Experience:** Get a head start on your college journey by taking college-level courses while still in high school, with access to engaging, face-to-face classes right on your high school campus.
- 3. Earn College Credits:** Complete up to 26 college credits toward an Associate in Arts or Science degree, putting you on the fast track to graduation and saving on future tuition.
- 4. Dual Credit Advantage:** Earn both high school and college credits for the same courses, giving you a head start toward a four-year degree while still in high school.
- 5. Tailored Support:** Benefit from dedicated academic advising, personalized career guidance, and weekly tutoring sessions to ensure your academic success in STEM and other challenging courses.
- 6. Transfer Pathway:** Seamlessly transfer your credits to four-year universities, thanks to alignment with the North Carolina Comprehensive Articulation Agreement, making your transition to higher education smooth and efficient.
- 7. Exclusive Recognition:** Stand out at graduation with the "Craven Achievers" cord and special recognition for your hard work and college achievements.

Craven Achievers Schedule at New Bern High School

Semester	Period	Monday	Tuesday	Wednesday	Thursday	Friday
Fall Year 1	4th	PSY 150	ENG 111	PSY 150	ENG 111	Resource
Spring Year 1	4th	COM 231	ENG 112	COM 231	ENG 112	ACA 122
Fall Year 2	1st	MAT 171	ENG 231	MAT 171	ENG 231	-
Spring Year 2	1st	SOC 210	ENG 242	SOC 210	ENG 242	-

Career & College Promise
Barker Hall • New Bern Campus
252-638-7242
cravencc.edu/CCP



Printed March 2025

New High-School Cohort Program where students can earn 26 credits towards an Associate in Arts or Associate in Science degree

- Free tuition and books
- Convenient; courses taught onsite at high school
- Dedicated advising and tailored support
- Seamless transfer
- Craven Achievers cord for completers

Spring Program Review

Administrative Departments



Spring Administrative Program Review Highlights

Campus Security

- Strengths – strong dedication; enhanced visibility (new uniforms); expanded interdepartmental training
- Recommendations – revamp and resume tabletop exercises; implement full-scale emergency response drills; improve and enhance technology

Spring Administrative Program Review Highlights

Financial Services

- Strengths – consistent record of clean audits; strong dedication to serving College; developed task-tracking system to support succession planning
- Recommendations – develop pre-grant writing training; explore acquisition of budget management system; adopt a project management tool

Spring Administrative Program Review Highlights

Marketing & Communications

- Strengths – added staff, enhancing departmental effectiveness; increased digital content production; national recognition; successful 60th Anniversary campaign
- Recommendations – create dedicated CRM Specialist position in partnership with Student Services; procure a project management tool that can be cross-utilized by other departments; increase awareness of services

Spring Administrative Program Review Highlights

Student Services

- Strengths – implemented Charting Your Course to enhance student engagement; expanded Campus Life; increased VA-approved WFD programs; implemented Clean Catalog; simplified FAFSA process
- Recommendations – create a dedicated CRM Specialist position; secure funding for Panther Promise Scholarship; continue to seek grant funding to enhance students' experiences.



*Purpose-driven teaching and learning for
Craven County*
CravenCC.edu | 252-638-7200

Craven Community College
State Funds Budget Comparison Report
As of June 30, 2025 - 100% of Year

FY 2024-2025 Budget Comparison as of March 31, 2025	President's Office & Institutional Advancement				Administration				Instruction				Students & WFD			
	Budget	Expenses YTD	Remaining Balance	% Spent	Budget	Expenses YTD	Remaining Balance	% Spent	Budget	Expenses YTD	Remaining Balance	% Spent	Budget	Expenses YTD	Remaining Balance	% Spent
75% of Year																
Administrative																
Salaries & Benefits	679,694	679,695	(1)	100%	2,984,419	2,984,417	2	100%	3,754,828	3,754,640	188	100%	3,880,840	3,880,952	(112)	100%
519 Contracted Services					94,895	94,895	(0)	100%	36,963	36,964	(1)	100%	93,939	93,940	(1)	100%
523 Instructional Supplies													7,508	7,507	1	100%
525 Motor Vehicle Supplies																
526 Office Supplies	40	40	(0)	99%	23,939	23,940	(1)	100%	14,510	14,511	(1)	100%	8,934	8,934	(0)	100%
527 Other Supplies	1,266	1,266	(0)	100%	91,423	89,914	1,509	98%	29,203	10,637	18,566	36%	10,042	10,043	(1)	100%
528 Audio-Visual Supplies																
531 Staff Development	15,468	15,468	(0)	100%	38,024	38,023	1	100%	51,084	44,081	7,003	86%	32,361	32,360	1	100%
532 Comm/Postage/Software					249,379	249,378	1	100%	108,040	108,039	1	100%	51,048	51,048	(0)	100%
534 Printing & Binding	103	103	(0)	100%	633	633	(0)	100%					31,653	31,653	(0)	100%
535 Repairs & Maintenance					264,151	264,152	(1)	100%	3,448	3,448	(0)	100%	810	810	(0)	100%
536 Freight																
537 Advertising	1,000	1,000	(0)	100%	2,820	2,820	(0)	100%					176,779	176,780	(1)	100%
538 Data Processing																
539 Other Current Services					73,246	73,246	(0)	100%	1,680	1,680	(0)	100%	57,133	53,954	3,179	94%
541 Rental of Property																
543 Lease/Rental Other Equipme					52,115	52,115	(0)	100%	9,123	9,123	(0)	100%				
544 Data Processing Software					89,332	89,332	(0)	100%								
546 Memberships & Dues	20,990	20,990	(0)	100%	5,965	5,965	(0)	100%	11,147	11,147	(0)	100%	1,110	1,110	(0)	100%
548 NEIT Admin													583	(0)	583	0%
55x Equipment					353,300	353,300	(0)	100%					208,629	208,629	(0)	100%
558 Building																
560 Scholarship																
Total Administrative:	718,561	718,561	(0)	100%	4,323,641	4,322,130	1,511	100%	4,020,026	3,994,269	25,757	99%	4,561,369	4,557,720	3,649	100%
Instructional																
Salaries & Benefits									9,422,046	9,312,085	109,961	99%	1,647,552	1,647,550	2	100%
519 Contracted Services									12,400	12,399	1	100%	312,269	312,270	(1)	100%
523 Instructional Supplies					237,126	(0)	237,126		392,858	161,706	231,152	41%	215,400	151,799	63,601	70%
524 Repair Supplies									1,956	1,956	(0)	100%				
525 Motor Vehicle Supplies									3,739	3,739	(0)	100%				
526 Office Supplies																
527 Other Supplies									6,089	6,089	(0)	100%	11,989	11,521	468	96%
528 Audio-Visual Supplies									9,317	9,317	(0)	100%				
531 Staff Development									119,612	112,228	7,384	94%	19,020	19,016	4	100%
532 Comm/Postage/Software									26,976	26,975	1	100%	65,463	64,625	838	99%
534 Printing & Binding									331	331	(0)	100%	1,000	1,000	(0)	100%
535 Repairs & Maintenance									49,733	49,733	(0)	100%	8,174	8,174	(0)	100%
536 Freight																
537 Advertising													21,612	21,612	(0)	100%
539 Other Current Services									6,566	6,566	(0)	100%	41,892	28,414	13,478	68%
541 Rental of Property									1,600	1,600	(0)	100%	5,150	5,150	(0)	100%
543 Lease/Rental Other Equipme									8,418	8,418	(0)	100%	59,448	59,448	(0)	100%
544 Data Processing Software									899	899	(0)	100%				
545 Insurance													835	835	(0)	100%
546 Memberships/Accredita & Dues									21,545	21,545	(0)	100%	5,354	5,354	(0)	100%
55x Equipment									580,501	537,482	43,019	93%	69,935	69,935	(0)	100%
556 Books									9,293	9,293	(0)	100%				
560 Scholarship													19,034	19,034	(0)	100%
Total Instructional:					237,126		237,126		10,673,879	10,282,361	391,518	96%	2,504,127	2,425,738	78,389	97%
Total Admin & Instructional:	718,561	718,561	(0)	100%	4,560,767	4,322,130	238,637	95%	14,693,905	14,276,631	417,274	97%	7,065,496	6,983,458	82,038	99%

Craven Community College
Institutional Funds Budget Comparison Report
As of June 30, 2025 - 100% of Year

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
01	121 Flex Spending	-	-	-	0%	-	7,861.62
00	130 Title IX/Cleary & Covid Impact Funds	18,400.00	16,826.47	1,573.53	91%	17,031.57	13,877.39
01	133 Discretionary	107,950.00	15,927.43	92,022.57	15%	75,093.59	97,034.34
01	134 Unrestricted Overhead Receipts	5,297.00	1,854.81	3,442.19	35%	14,258.36	74,446.02
01	136 Foundation	531,998.00	442,923.55	89,074.45	83%	506,678.35	732,094.44
01	137 Financial Aid Matching	68,808.00	68,808.52	(0.52)	100%	44,175.03	(13,854.85)
01	221 Applied Music	-	-	-	0%	3,224.81	39,923.60
01	227 Extra Curricular Activities	42,551.00	28,242.00	14,309.00	66%	31,158.80	70,686.75
01	250 Curriculum-Self Supporting	55.00	5.14	49.86	9%	35,379.76	253,181.26
01	312 Fire College	5,445.00	-	5,445.00	0%	267.29	5,646.57
01	340 WFD-Self Supporting	516,666.00	329,625.03	187,040.97	64%	329,932.78	846,169.88
01	411 Learning Resource Center	2,875.00	-	2,875.00	0%	142.39	3,047.04
01	421 Higher Ed Conference (AVID)	493.00	492.86	0.14	100%	1,000.00	507.14
01	460 Customized Ind Train Support	-	-	-	0%	1,689.87	36,144.32
01	461 Small Business Facilities Rental	591.00	591.14	(0.14)	100%	1,239.92	784.13
01	610 PST Center /VOLT Center	15,893.00	15,893.01	(0.01)	100%	67,561.96	67,178.54
02	131 College Work Study	121,696.00	62,716.70	58,979.30	52%	62,716.70	-
02	134 Restricted Overhead Receipts	109,507.00	73,465.69	36,041.31	67%	47,113.63	212,306.36
02	138 Returned Check Fee Fund	20.00	-	20.00	0%	1,171.54	24,838.61
02	139 Grants - OSBM & NCDPS Cybersecurity	152,732.00	76,647.45	76,084.55	50%	584,132.60	12,553,592.41
02	220 NCSU Engineering	157,640.00	105,030.67	52,609.33	67%	115,328.67	63,230.51
02	227 ENCORE	15,763.00	13,216.59	2,546.41	84%	16,001.12	17,161.99
02	228 Grants -NSF SEAS/Bosch/NCCF	441,226.00	353,747.27	87,478.73	80%	217,202.43	119,032.13
02	291 Specific Fees - Lab/DE/ASC/Career Coach	1,194,378.00	737,732.68	456,645.32	62%	718,705.77	1,274,474.09
02	292 System-Wide Fees-Comp Tech	948,010.00	947,983.08	26.92	100%	305,886.67	517,689.23
02	293 Patron Fees	60,003.00	57,929.91	2,073.09	97%	52,450.07	278,216.98
02	314 Grants - Workforce Development/BS	395,019.00	394,959.15	59.85	100%	375,121.00	297,563.39
02	355 NCDPS Reentry Program	296,990.00	288,938.39	8,051.61	97%	306,240.92	123,857.67
02	370 FTCC NCMBC	93,000.00	90,258.03	2,741.97	97%	91,345.37	1,024.11
02	392 System-Wide Fees - WFD Comp	10.00	-	10.00	0%	563.53	11,959.62
02	412 Grants -NC A&T STEPs4GROWTH & Bright Ideas	138,273.00	62,836.95	75,436.05	45%	58,774.70	10,908.23
02	521 C-Step Grant	12,000.00	10,387.45	1,612.55	87%	10,682.80	295.35
02	531 Professional Liability Ins	10,560.00	10,560.69	(0.69)	100%	13,025.87	53,285.81

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
02	532 Student Insurance	11,219.00	11,217.97	1.03	100%	7,323.87	(11,004.10)
02	533 Transcript Fees	41,122.00	28,221.00	12,901.00	69%	58,518.50	378,316.62
02	534 TRIO/Panther Pantry Grants	367,672.00	305,336.48	62,335.52	83%	303,892.16	(1,416.31)
02	556 Student Outreach & Advising	6,243.00	6,243.48	(0.48)	100%	5,000.00	(430.60)
02	790 Facilities Rental Fund	24,150.00	15,541.31	8,608.69	64%	10,723.36	59,864.56
02	791 Public Radio East	1,065,508.00	979,668.99	85,839.01	92%	1,080,789.89	333,216.26
02	795 Career Fair	-	-	-	0%	31.04	656.91
02	796 Testing Centers	98,039.00	76,042.57	21,996.43	78%	58,942.00	130,448.59
02	797 Public Radio East Foundation	849,883.00	868,109.10	(18,226.10)	102%	843,439.10	93,431.20
02	823 SEOG	158,725.00	158,725.43	(0.43)	100%	158,725.43	-
02	824 Pell	6,137,811.00	6,137,810.91	0.09	100%	6,137,810.91	-
02	830 NCCC Target Asst/LTHT/GoldenLeaf	7,514.00	7,514.00	-	100%	7,514.00	-
02	834 Teacher Assistant Sch Fund	27,102.00	27,101.20	0.80	100%	27,101.20	-
02	835 State Aid Scholarships	296,270.00	296,270.00	-	100%	297,409.00	1,139.00
02	840 General Scholarships	451,107.00	336,760.15	114,346.85	75%	459,237.89	459,799.94
02	841 Endowment/Other Scholarships	188,658.00	128,411.40	60,246.60	68%	129,122.30	12,942.00
05	710 Clearwire Distribution	5,500.00	-	5,500.00	0%	8,541.17	66,561.58
05	720 Bookstore	205,053.00	204,611.68	441.32	100%	115,947.07	567,174.62
05	730 Food Service / WFD Catering	46,109.00	42,229.36	3,879.64	92%	48,016.23	39,900.76
05	740 Campus Access	84,285.00	80,943.02	3,341.98	96%	81,307.33	61,914.71
05	770 Student Activity Funds	299,217.00	298,821.38	395.62	100%	187,609.13	105,557.94
06	810 J. Wrenn Emergency Loan Fu	600.00	-	600.00	0%	2,409.28	48,262.26
07	910 Buildings & Grounds	21,068,887.00	2,366,397.56	18,702,489.44	11%	2,146,643.26	2,368,024.70
08	792 Public Radio East Endowment	-	-	-	0%	3,881.49	81,978.48
08	850 Endowments	178,908.00	123,392.30	55,515.70	69%	493,479.76	3,745,303.74
Total		37,083,431.00	16,706,969.95	20,376,461.05	45%	16,778,713.24	26,335,807.54

**CRAVEN COMMUNITY COLLEGE
REQUEST FOR APPROVAL
WRITE-OFF OF UNCOLLECTIBLE ACCOUNTS**

In accordance with Section X, pages 36-38 of the North Carolina Community College System Accounting Procedures Manual, a request is hereby made to write off student accounts as uncollectible.

Write-Off Accounts for Approval - April 1, 2025 to June 30, 2025

Return of Title IV	\$12,350.02
FA Issues/Withdrew Charged 25%	\$4,263.04
Sponsor Issues	\$0.00
Payment Plan	\$702.54
Total	\$17,315.60

Kisha B. Simpson

(Requested by)

Jim Millard

Vice President for Administration

Past Write-Offs (12 Months; YTD) July - June	2024-25	2023-24	2022-23	2021-22	2020-21
Total	\$94,394.14	\$84,524.47	\$104,963.13	\$133,839.51	\$16,589.66

Quarterly Collections 4th Qtr Comparison Only April - June	2025	2024	2023	2022	2021
Total Collected this Period	\$6,541.13	\$10,850.63	\$8,644.15	\$5,310.19	\$12,592.55
Received from Debt Setoff	\$30,890.30	\$35,305.83	\$13,391.96	\$28,766.71	\$7,898.62
Collection Agency Fees	(\$1,308.25)	(\$2,232.16)	(\$1,728.82)	(\$1,062.05)	(\$2,518.49)
Net Proceeds	\$36,123.18	\$43,924.30	\$20,307.29	\$33,014.85	\$17,972.68

**CRAVEN COMMUNITY COLLEGE
REPORT OF CASH BALANCES**

STIF Account:	30-Jun	31-Mar	Variance
Local Funds	\$3,043,583.19	\$2,735,297.20	\$308,285.99
Special Funds	<u>\$20,011,587.20</u>	<u>\$20,713,617.07</u>	<u>-\$702,029.87</u>
Total	\$23,055,170.39	\$23,448,914.27	-\$393,743.88

NOTE: A balance of \$150,000 is maintained in an interest bearing account with First Citizens Bank.
All funds over the \$150,000 are on deposit with the North Carolina State Treasurer.

	30-Jun	31-Mar	Variance
STIF Interest Rate:	4.48223%	4.85982%	-0.37759%

Craven Community College Personnel Report
April 1, 2025 – June 30, 2025

New Hires	Position Title	Effective	Monthly/Annually
Charles Hixenbaugh	Welding Instructor, Workforce Development	4/15/25	\$4,975/\$59,700
Andrea Miller	Fundraising Coordinator, Public Radio East	5/15/25	\$4,042/\$48,504
Traci O'Connor	Associate Dean, Career & Technical Programs	5/15/25	\$6,000/\$72,000
Arianne Murray	Admissions/Advising Coordinator, Health Sciences	6/2/25	\$3,584/\$43,008
Rachel Weldin	Library Circulation Assistant	6/2/25	\$2,750/\$33,000
Heather Deam	Administrative Assistant, Public Radio East	6/16/25	\$2,792/\$33,504

Reassignments/ Promotions	From	To	Effective	Monthly/Annually
Donna Marshall	Director, Admissions and Student Records	Executive Director, Institutional Effectiveness	4/15/25	\$6,250/\$75,000
Timothy Clark	Digital Navigator (Part-time Regular)	Digital Navigator (Full-time Temporary)	5/15/25	\$4,334/\$52,008
Shawn Toderick	Associate Dean, Technology Services	Dean, Technology Services	6/1/25	\$8,000/\$96,000
Kristen Gardner	Digital Learning Specialist	Director, CTL and eLearning	6/15/25	\$4,334/\$52,008

Resignations/ Retirements	Position Title	Effective	Reason
Amanda Bone	Accounting Assistant, Public Radio East	4/2/25	Resignation
Nicole Blackwell	Senior Control Room Officer	5/16/25	Resignation
Hunter Jones	Faculty, Welding	5/16/25	Resignation
Chinmoy Modak	Faculty, Information Technology	5/16/25	Resignation
Denise Holloman	Faculty, Mathematics	5/16/25	Resignation
Teressa Vansickle	Director, CTL & CCP Support	5/22/25	Resignation
Timothy Hall	Dean, Technology Services	6/30/25	Retirement
Julie Weddle	Director, TRIO Student Support Services	6/30/25	Non-renewal

Craven Community College Facilities Usage Report
April 1, 2025 - June 30, 2025

EXTERNAL USERS OF FACILITIES

Name of Organization	Date(s) of Use	Type of Organization	Facility	Fees	Date Fees Received	Estimated Number of Attendees
American Red Cross	4/2/2025	Non-Profit	Naumann			30
Brinson Inc.	4/24/2025, 4/29/2025, 5/1/2025, 5/6/2025	Non-Profit	AMC 102	\$800.00	4/22/2025	45
NC Coastal Federation	4/28/2025	Non-Profit	Naumann, AMC 104	\$300.00	4/16/2025	18
Congressman Murphy	5/24/2025	Gov.	Orringer			100
NC ABC Commission	5/29/2025	Gov.	Naumann			30
BSH Home Appliance	6/2/2025-6/3/2025	Profit	Naumann			25
BSH Home Appliance	6/4/2025	Profit	AMC 102			25
New Bern Housing Authority	6/4/2025	Gov.	Naumann			50
NC Coastal Federation	6/25/2025	Non-Profit	Naumann	\$350.00	6/4/2025	45

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

BP – 2.13

EMPLOYEE GRIEVANCES

Legal Authority: 23 NCAC 2C .0210

Approval: August 19, 2025

Previous Editions: April 19, 2011

EMPLOYEE GRIEVANCES

The Board encourages a workplace environment that is collaborative and equitable between employees and is free of supervisory and peer discord. The Board recognizes that informal mediation between affected parties, at the lowest supervisory level possible, is a preferable approach, but that this may not always be possible or practical. The President shall implement a procedure for employees to seek redress of perceived wrongs and concerns that includes readily accessible opportunities for fair and equitable conflict resolution.

Scope

An employee may initiate a Grievance to formally allege a violation, inequitable application, or misinterpretation of a specific College rule, regulation, policy, or procedure pertaining to the employment relationship between the employee and the College. Such allegations may include a concern that a work-related problem or condition is unfair, inequitable, or is a hindrance to the effective performance of the employee's job.

This Grievance Policy does not apply to dismissal, reduction in force, non-renewal, or other matters of employment status unless there is a contention that any such action was in violation of written College policies, procedures, regulations, or in violation of any applicable federal or state law. Grievances also do not apply in cases such as Title IX, disability, or other issues that are governed by other College Policies and Procedures.

Timeliness

A grievance should be presented within a reasonable period after the instance giving rise to the grievance occurs. The President may establish deadlines for reporting consistent with this Policy. The College shall address grievances as soon as practicable.

Crime Statistics – All Campuses			
Murder/Non-Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arson	2022	2023	2024

On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2022	2023	2024
Weapons	1***	2	0
Drug Abuse Violations	1***	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2022	2023	2024
Weapons	0	1	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0

Liquor Law Violations	0	0	0
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*There were no reported Hate Crimes for the years 2022, 2023 or 2024.

**There were no Unfounded Crimes for the years 2022, 2023 or 2024.

***Arrest happened late at night on the Havelock Campus and the individual was not in any way affiliated with the College.

Crime Statistics – New Bern Campus			
Murder/Non-Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arson	2022	2023	2024

On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2022	2023	2024
Weapons	0	2	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0

Liquor Law Violations	0	0	0
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Crime Statistics – Havelock Campus			
Murder/Non-Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arson	2022	2023	2024

On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2022	2023	2024
Weapons	1***	0	0
Drug Abuse Violations	1***	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0

Liquor Law Violations	0	0	0
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***Arrest happened late at night on the Havelock Campus and the individual was not in any way affiliated with the College.

Crime Statistics – Volt Center			
Murder/Non-Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arson	2022	2023	2024

On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2022	2023	2024
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2022	2023	2024
Weapons	0	1	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2022	2023	2024
Weapons	0	0	0
Drug Abuse Violations	0	0	0

Liquor Law Violations	0	0	0
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Craven Community College

Fee Chart

2025-2026

BOT DRAFT 8/20/2025

Course/Area	Current Fee	Change/New	Basis
Business Office & Student Services			
BibliU Ebook Fee	\$ 90.00		Digital course content fee that is billed per ebook, per course
Campus Access, Parking & Security	\$ 15.00		Flat fee for curriculum students charged Fall, Spring and Summer semesters
Computer Use & Technology	\$ 48.00		All curriculum students charged Fall, Spring and Summer semesters
Distance Education Fee	\$ 30.00		Per course in all on-line, hybrid, and HyFlex Curriculum courses
Professional Liability Insurance	\$ 16.00		Required for curriculum nursing and allied classes as well as a variety of WFD classes (EMT, Phlebotomy, Health Care Technician, Dental Asst, Vet Asst, Animal Grooming, Personal Trainer, CNA I & II, Manicurist, Barbering)
Returned Check	\$ 20.00		Per check returned by Financial Institution
Student Accident Insurance: Curriculum	\$ 1.20		Mandatory insurance per semester
Student Accident Insurance: WFD	\$ 0.60		Mandatory insurance per semester
Student Activity Fee	\$ 40.00		Flat fee for curriculum students
Student Activity Fee - Summer	\$ 20.00		Flat fee for curriculum students
Transcript	\$ 10.00		
Travel Insurance to Study Abroad	up to \$100.00		One time for study abroad participants
Graduation Fees:			
Diploma Reprint	\$ 15.00		Printing, mailing and digital copy of previously printed diplomas
Graduation Fee	\$ 25.00		All graduating students; includes processing, printing, and digital copy of one primary credential plus mailing of same
Secondary Credential Digital Only Print	\$ 10.00		Digital copy of one secondary credentials
Secondary Credential Print	\$ 15.00		Printing, mailing, and digital copy of secondary credentials
Teaching & Learning			
Library Fees:			
Card Replacement Fee	\$ 1.00		Replacement library card
Library Fines (Books)	\$ 0.10		Per day for overdue books
Library Fines (Oculus)	\$ 5.00		Per day for overdue Oculus Quest Virtual Reality Headsets
Library Fines (Videos)	\$ 1.00		Per day for overdue videos
Printing/Copying - Non-Students	\$ 0.15		\$0.15 per page
Printing/Copying - Students	\$ 0.10		1st 10 pages per day are free; > 10 pages per day - \$0.10
Summer School Supply Fee	\$ 10.00		Supply Fee
Testing Center Fees:			
Admission Test (TEAS) for Nursing, Physical Therapist Assistant (Craven CC Students)	\$ 100.00		Entrance Test Fee (Passing test score good for 12 months)
Admission Test (TEAS) for Nursing, Physical Therapist Assistant (other colleges)	\$ 125.00		Entrance Test Fee (Passing test score good for 12 months)
ATI TEAS Retake fee	\$ 125.00		
BLET TABE Entry Testing	\$ 5.00		
BLET TABE Retake Fee	\$ 10.00		

Craven Community College

Fee Chart

2025-2026

EMT TABE Entry Testing	\$ 5.00		Entrance Test Fee
EMT TABE Entry Testing Retake	\$ 10.00		Entrance Test Retake Fee
NABCEP Testing & Proctoring Fee	\$ 150.00		North American Board of Certified Energy Practitioners (NABCEP) Exam fee \$125.00 and \$25.00 proctoring fee
Paramedic TABE Entry Testing	\$ 15.00		Entrance Test Fee
Paramedic TABE Entry Testing Retake	\$ 25.00		Entrance Test Retake Fee
Placement Testing Fee	\$ 3.00		Fee to be charged for re-testing
Placement Testing Fee for Non-Students	\$ 5.00		NC-DAP DRE DMA (Transferring to other community colleges)
Surgical Technology TABE Entry Testing	\$ 5.00		Entrance Test Fee
Surgical Technology TABE Entry Testing Retake	\$ 10.00		Entrance Test Retake Fee
Test Proctoring Fee	\$ 25.00		To provide support for proctoring tests for students from other educational institutions unless associated with partnerships with the college
WorkKeys Assessment Tests:			
Applied Mathematics	\$ 18.00		Cost of the exam
Applied Technology	\$ 18.00		Cost of the exam
Graphic Literacy (Formerly Locating Information)	\$ 18.00		Cost of the exam
Workplace Documents (Formerly Reading for Info)	\$ 18.00		Cost of the exam
Business Writing	\$ 25.00		Cost of the exam
Workplace Observation	\$ 25.00		Cost of the exam
Curriculum Fees			
Arts & Sciences:			
ART 121, 122, 131, 132, 171, 231, 232, 240, 241, 261, 262, 264, 265, 266, 267, 271, 275, 281, 282, 283, 284, 285, 286, 288	\$ 35.00		Supply Fee
ART 135	\$ 40.00		Supply Fee
MUS 161, 162, 261 262	\$ 320.00		Typically one student per course, specialized instruction
Science - BIO, CHM & PHY	\$ 30.00		Supply Fee (seated & hybrid classes only)
Health Sciences:			
Associate Degree Nursing (A.D.N.) 5-Semester Plan	\$ 685.00		Fee for supplemental instruction (testing, e-texts) assessed to each semester of the nursing program; includes the electronic health record, accreditation module, and clinical management *Note: The Fall 2024 cohort will continue to pay \$650 until completion
NUR 101, 111, 214	\$ 25.00		Fee to cover myClinicalExchange Service required by Carteret Hospital; service centralizes required documentation and clinical shifts
NUR 214 - LPN to RN Transition Course	\$ 685.00		Fee for supplemental instruction (testing, e-texts); includes the electronic health record, accreditation module, and clinical management
Nursing Badge Replacement	\$ 15.00		
OST 243	\$ 101.70		Course Material Fee/Access to Software
OST 280	\$ 81.50		Course Material Fee/Access to Software
PTA 110	\$ 15.00		Course Material Fee

Craven Community College

Fee Chart

2025-2026

PTA 150	\$ 60.00		Course Material Fee
PTA 270	\$ 90.00		Course Material Fee
Practical Nursing (PN) - Day Cohort	\$ 765.00		Fee for supplemental instruction (testing, e-texts) assessed to each semester of the nursing program; includes the electronic health record, accreditation module, and clinical management
Practical Nursing (PN) - Evening Cohort	\$ 574.00		Fee for supplemental instruction (testing, e-texts) assessed to each semester of the nursing program; includes the electronic health record, accreditation module, and clinical management *Note: The Fall 2024 evening cohort will continue to pay \$528 until completion
Career & Technical Programs:			
Automotive Lab Fees - ATT 140; AUT 114A, 116A, 141A, 151A, 163A, 181A, 221A, 231A, 141, 116, 151, 163, 181, 183, 213, 221, 231, 281; TRN 110, 120, 140, 140A	\$ 45.00		Supply Fee
Basic Law Enforcement Lab Fees	\$ 65.00		Supply Fee, BLET class includes CJC 100
Business Program Lab Fees - CTI 289; CTS 240; NET 125, 126, 225, 226; NOS 110, 130, 230, 231, 232	\$ 10.00		Supply Fee
Composite Manufacturing core classes - MEC 145	\$ 150.00		Supply Fee
Composite Manufacturing core classes - MEC 187	\$ 225.00		Supply Fee
Composite Manufacturing core classes - MEC 130	\$ 35.00		Supply Fee
Composite Manufacturing core classes - MEC 188, 189, 212, 215	\$ 275.00		Supply Fee
Cosmetology Lab Fee - COS 112, 114, 116, & 118	\$ 40.00		Supply Fee
Cosmetology Lab Fee - COS 112A, 112B, 114A, 114B, 116A, 116B, 118A, 118B	\$ 5.00		Supply Fee
Cosmetology Lab Fee - COS 119, 120, 125, & 126	\$ 30.00		Supply Fee
Machining/Manufacturing classes - MAC 117	\$ 150.00		Supply Fee
Machining/Manufacturing classes - MAC 111, 112, 113, 122, 124, 126, 241, 242, 243, 244, 245, 246, 222, 224, 234, 233; MEC 111; HYD 110	\$ 85.00		Supply Fee
Machining/Manufacturing classes - MAC 111A, 111B, 112A, 112B, 113A, 113B, 241A, 241B, 242A, 242B, 243A, 243B, 244A, 244B, 245A, 245B, 246A, & 246B	\$ 45.00		Supply Fee
Machining/Manufacturing classes - MNT 110, 111, 165; ISC 132; SST 110	\$ 35.00		Supply Fee

Craven Community College

Fee Chart

2025-2026

Mechanical Engineering Tech, Electronic/ Electrical & Machining classes - BPR 111, 121, DDF 211, 212, 213, 214; DFT 111, 151, 152, 153; ELC 113, 117, 131, 135, 138, 139; ELN 131, 132, 133, 231, 232, 234, 260	\$ 35.00		Supply Fee
Welding Certification to CU Credit	\$ 25.00		AWS Certified Welder Program > SMAW Plate (would get credit for WLD 115; GMAW Plate would get credit for WLD 122; FCAW Plate would get credit for WLD 121; GTAW Plate would get credit for WLD 131; SMAW Pipe would get credit for WLD 215; GTAW Pipe (Carbon Steel) would get credit for WLD 231
Welding classes - WLD 110, 112, 115, 116, 121, 122, 131, 132, 141, 221, 231, 261	\$ 60.00		Supply Fee
Welding classes - WLD 115A, 115B, 116A, 116B, 121A & 121B	\$ 25.00		Supply Fee
Welding classes - WLD 151, 251	\$ 85.00		Supply Fee
Havelock:			
AER 115, 116	\$ 50.00		Lab Fee
American Hotel and Lodging Assoc Hospitality	\$ 74.40		Covers book and exam
AVI 110, 120, 130, 230, 240, 250, 260	\$ 126.00		Lab fee - includes 3 kits and lab consumables
Aviation Sheet Metal Fabrication - ASMF-7138	\$ 99.40		Supply Fee
Avionics Course	\$ 81.40		Student Materials
Flight Simulator Fee for CCC Pilots	\$ 40.00		Fee for CCC Pilots requesting to substitute flight time for simulator time
Flight Simulator Fee for Non-CCC Pilots	\$ 80.00		Fee for Non-CCC Pilots requesting to substitute flight time for simulator time
Workforce Development Fees			
10 Hr OSHA Construction card	\$ 15.00		OSHA Cards and certified mail
10 Hr OSHA General Industry card	\$ 15.00		OSHA Cards and certified mail
16 Hour Forklift	\$ 19.40		Supply Fee
30 Hr OSHA Construction card	\$ 15.00		OSHA Cards and certified mail
30 Hr OSHA General Industry card	\$ 15.00		OSHA Cards and certified mail
40-Hour OSHA (HAZWOPER TRAINING)	\$ 50.40		Supply Fee
56 Hour Forklift	\$ 49.40		Supply Fee
8 Hr Forklift	\$ 19.40		Supply Fee
Advanced Cardio Life Support (ACLS)	\$ 5.00		Supply Fee
AEMT (Ins, Supply Fee, Shirt, Testing)	\$ 185.40		Supply fee to cover T-shirt with Craven logo and student name which identifies student status when in medical facility, consumables & to cover EMS electronic testing software. Supply Fee \$20.40; Shirt \$25; EMS Testing \$140.00
American Heart Assoc Certificate Card	\$ 17.50		BLS for Health Care Providers, Advanced Cardiac Life Support Initial and Recertification, Pediatric Advanced Life Support Initial and Recertification, & HeartSaver (First Aid CPR, AED, Adult, PEDS, Infants, Adults)
Auto-Detailing Certification Prep	\$ 19.40		Supply fee to cover the cost of consumables and other course materials
Baking	\$ 90.40		Supply fee

Craven Community College

Fee Chart

2025-2026

Bartending	\$ 24.40	Supply fee for consumables used in bartending class
Basic Cooking Skills	\$ 19.40	Supply fee for consumables used in cooking class
BioWorks Process Technician	\$ 99.40	Lab Supply Fee
BLS Family & Friends CPR (book with card)	\$ 2.00	New Registration; Includes American Heart Association Card
BLS for Health Care Provider	\$ 5.00	New Registration; Includes American Heart Association Card
BLS HeartSaver CPR AED Completion Card	\$ 17.50	New Registration; Includes American Heart Association Card
BLS HeartSaver First Aid ONLY Card	\$ 17.50	New Registration; Includes American Heart Association Card
BLS HeartSaver/First Aid/CPR/AED Course Card	\$ 17.50	New Registration; Includes American Heart Association Card
Cake Decorating	\$ 30.40	Supply fee
CDL Class A	\$ 1,819.40	Supply fee for the Commercial Driving License Class A license course
CDL Class B	\$ 819.40	Supply fee for the Commercial Driving License Class B license course
CDL Class C	\$ 49.40	Covers fuel and other costs
Central Sterile Technician	\$ 50.40	Supply Fee
Communication	\$ 15.00	Personal Profile (DiSC)- Paper
	\$ 22.00	Personal Profile (DiSC) - Online
CRC Certificate Exam Fee	\$ 42.00	Reading for Information, Locating Information, and Applied Mathematics
CRC Certificate Replacement Fee	\$ 5.00	Supply Fee
DDI Courses	\$ 50.00	Student Materials
Diesel Engine Course	\$ 99.40	Supply Fee
Diesel Generator Repair	\$ 99.40	Supply Fee
Diesel Systems Course	\$ 99.40	Supply Fee
Drone Training	\$ 25.00	Fee used to help pay for drone repair and equipment
EKG Technician	\$ 10.40	Supply Fee
EKG Technician Refresher	\$ 10.40	Supply Fee
Emergency Medial Responder Initial Testing	\$ 22.00	Fee to cover EMS electronic testing software
EMS First Aid	\$ 18.40	Supply Fee to Cover American Red Cross Heart Saver Card and for supplies used in First Aid classes.
EMT Initial (Supply, Ins, Shirt, Testing)	\$ 87.40	Fee for consumables used in program (IVS, gloves, needles, etc.) & to cover EMS electronic testing software. Supply Fee \$10.40; Shirt \$25; EMS Testing \$52
Environmental Safety BioWork (DOD Skill Bridge)	\$ 114.40	Supply Fee
Environmental Safety Diploma Certification 1	\$ 50.00	OSHA Cards and registered mail
Environmental Safety Diploma Certification 2	\$ 50.00	Supply fee for Soil Sampling, Water Quality Analysis, and Site Survey
EPA Refrigerant Certification	\$ 30.00	Supply Fee for ESCO book and on-line exam
FAA Preparatory Exam	\$ 319.40	Supply fees for FAA General/Powerplant- AMPP 7191 and FAA General/Airframe - AMAF7193
Fire College Fee	\$ 30.00	T-Shirts & Meals
Forestry/Heavy Equipment Operations	\$ 24.40	Supply fee to cover OSHA Card and CPR Card
Forklift Maintenance	\$ 69.40	Covers the cost of consumables
Home Appliance Repair	\$ 150.00	Textbooks and appliance schematics
Home Beer Brewing Class	\$ 49.40	Supply fee to cover consumables

Craven Community College

Fee Chart

2025-2026

HRDQ Personal Style Inventory	\$ 20.00		For use in Advanced Manufacturing Tools for Veterans
Intro to Mixed Aviation Trades	\$ 99.40		Supply Fee
Leadership	\$ 40.00		Myers Briggs Type Indicator - Scoring & "Introduction to Type"
Marine Diesel	\$ 99.40		Supply Fee
Massage Therapy	\$ 719.40		Textbooks, Student Kit and classroom supplies
Master Black Belt	\$ 319.40		Supply fee to cover the cost of simulations and consumables
Medication Aide	\$ 15.40		Supply Fee
Mobile Crane Operator Training		\$ 5,819.40	Supply Fee
National Assoc of Emergency Medical Technician	\$ 15.00		Pre-Hospital Trauma Life Support & Advanced Medical Life Support
NCCER Construction 1	\$ 151.40		Supply Fee (Includes Carpentry, HVAC, Electrician, Plumbing and any other construction courses), including Electronic Test (\$27.00)
NCCER Construction 2	\$ 151.40		Supply Fee (Includes Carpentry, HVAC, Electrician, Plumbing and any other construction courses), including Electronic Test (\$27.00)
NCCER Construction 3	\$ 151.40		Supply Fee (Includes Carpentry, HVAC, Electrician, Plumbing and any other construction courses), including Electronic Test (\$27.00)
NCCER Construction 4	\$ 151.40		Supply Fee (Includes Carpentry, HVAC, Electrician, Plumbing and any other construction courses), including Electronic Test (\$27.00)
NCCER Core Skills	\$ 26.40		Supply Fee (Electronic Testing Fee), including Electronic Test (\$27.00)
NCCER Heavy Equipment Operations	\$ 176.40		Covers fuel, repairs, and electronic test (\$27)
NCCER Welding Level 4	\$ 406.40		Supply Fee, including Electronic Test (\$27.00)
NCCER Welding Levels 1, 2, & 3	\$ 271.40		Supply Fee per level, including Electronic Test (\$27.00)
New Hire Training	\$ 94.40		Supply Fee
Nurse Aid One	\$ 25.40		Supply Fee
Nurse Aid One Refresher	\$ 25.40		Supply Fee
Nurse Aid Two	\$ 35.40		Supply Fee
Nurse Aid Two Refresher	\$ 35.40		Supply Fee
OBD class (On Board Diagnostic)	\$ 7.50		Supply Fee
Paramedic	\$ 267.40		Supply fee to cover T-shirt with Craven logo and student name which identifies student status when in medical facility, consumables, EMS electronic testing software and cost of cards (PALS and ACLS); Supply Fee \$42.40 PALS Card \$5; ACLS Card \$5; Shirt \$25; EMS Testing \$190
Pediatric Advanced Life Support (PALS)	\$ 5.00		Supply Fee
Pediatric HeartSaver CPR/First Aid AED	\$ 17.50		New Registration; Includes American Heart Association Card
Pharmacy Technician	\$ 10.40		Supply Fee
Phlebotomy	\$ 50.40		Supply Fee
Photovoltaic classes	\$ 19.40		Supply Fee
Professional Cooking	\$ 124.40		Supply fee for consumables used in cooking class
Small Engine Repair	\$ 10.40		Supply Fee
Sordill Consulting Courses	\$ 15.00		Cost per topic-some courses cover more than one topic/Various
Time Management	\$ 15.00		Time Mastery Profile - Paper

Craven Community College
Fee Chart
2025-2026

	\$ 22.00		Time Mastery Profile - Online
Veterinary Assistant	\$ 20.40		Supply Fee
WFD Lean Six Sigma	\$ 25.00		To be used for assessments, certificates and frames. Applies to Green, Black, Yellow, and Red Belt.



Board of Directors

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of Institutional Advancement
Jennifer Baer, *Director of Lifetime*
Learning Center and Community Outreach
Christina Bowman, *Assistant Director*
M. Fernanda Marinkovic,
Accounting Assistant

August 5, 2025

Craven Community College Board of Trustees,

The Craven Community College Foundation met July 29, 2025 and voted unanimously to recommend the following individuals to serve on the Craven Community College Foundation Board through June 30, 2027:

Title	Name	Term Date	Term 1
Expires			
Director	Wendy Fisher	7/1/2025	6/30/2027
Director	Brenda Wilson	7/1/2025	6/30/2027
Director	Jeanie Tyson	7/1/2025	6/30/2027
Director	Jennifer Stallings	7/1/2025	6/30/2027

A short biography of each of the proposed new members is attached for your review.

Additionally, the following individuals were approved for reappointment for terms through 6/30/2027:

	Name	Term Date
Director	The Hon. Beverly E. Perdue	7/1/2025 - 6/30/2027
Director	Dr. James B. Congleton, III	7/1/2025 - 6/30/2027
Director	Charles T. Dudley	7/1/2025 - 6/30/2027
Director	Charles Cushman	7/1/2025 - 6/30/2027
Director	John Robert Mattocks	7/1/2025 - 6/30/2027
Director	Terri Sharp	7/1/2025 - 6/30/2027

Thank you for your support of the Craven Community College Foundation.

Charles Wethington
Executive Director & Secretary

www.CravenCC.edu/Foundation

800 College Court
New Bern, NC 28562-4900
252-638-7351

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



2025/2026

Craven Community College Foundation

Candidate Slate

Wendy Fisher:

Wendy B. Fisher is President and CEO of Fisher Oil Company (d/b/a Fisher Stores, Inc. and Fisher Fuel Markets), a third-generation, family-owned fuel and convenience retail business headquartered in New Bern, North Carolina. The company operates 13 fuel market locations, Fisher Transports LLC (a private fuel transport fleet serving Eastern North Carolina), and a home-heating delivery service.

Wendy graduated from the University of North Carolina at Chapel Hill and joined the family business after college, alongside her husband Brian Fisher, as the company expanded from its origins in the mid-1970s. Following Brian's passing in 2009, Wendy assumed full leadership of the company, guiding its continued growth while maintaining strong local roots and community involvement.

The company remains deeply rooted in Craven, Carteret, and Pamlico counties, where Wendy emphasizes local sourcing, civic participation, and a customer-first culture.

Brenda Wilson:

Brenda K. Wilson has been a dedicated leader and community advocate in Havelock, NC for over four decades. A resident since 1978, she built a successful real estate career, co-owning Century 21 Home Realty and later joining Keller Williams Crystal Coast. Wilson served two terms as a Havelock City Commissioner and is the current Mayor Pro Tem. Her civic involvement includes leadership roles with the Eastern Carolina Aviation Heritage Foundation, Craven County Tourism, and the NC Military Affairs Committee. She also served 11 years on the Craven Community College Board of Trustees and helped launch key community projects through the Havelock–Cherry Point Rotary Club and Chamber of Commerce. Mrs. Wilson also served previously on the Craven Community College Foundation Board of Directors from 1999 until 2011.

Known for her motto, "Opening doors to New Beginnings," Wilson continues to support Havelock's growth through public service, church leadership, and her ongoing real estate work.

Jennifer Stallings:

Jennifer Stallings is a dedicated community member and lifelong resident of New Bern, North Carolina. She is the wife of a second-generation co-owner of Titan Fuels, a family-run petroleum company serving Eastern North Carolina. Jennifer plays an active role in supporting the business while also being known for her commitment to local causes and relationships.

Whether volunteering at school events, engaging in church activities, or helping organize community fundraisers, Jennifer brings warmth and heart to everything she does. She is passionate about family, service, and strengthening the bonds that make New Bern a vibrant place to live.

Jeannie Tyson:

Jeannie Tyson of New Bern, North Carolina, is a respected community leader and devoted advocate for local causes. Alongside her husband, Charles "Chuck" Tyson Jr., Mayor of Trent Woods, Jeannie has played an integral role in supporting and enriching the lives of residents throughout the area.

Jeannie's community involvement spans a variety of local initiatives, including active participation in church ministries, volunteer programs, and neighborhood associations. She has a strong commitment to fostering a sense of unity and belonging within the community, often organizing and supporting events that bring people together.

Known for her compassion and generosity, Jeannie frequently lends her time and resources to support educational programs, family services, and civic projects aimed at improving quality of life in New Bern and Trent Woods. Her dedication to community wellness is matched by her passion for preserving the heritage and traditions of the region.

Through her quiet yet impactful efforts, Jeannie Tyson exemplifies the spirit of service, strengthening the foundation of community life while inspiring others to engage and contribute.



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August 2025

I am very pleased to report that the Foundation has wrapped up yet another successful year.

The Endowment investment Portfolio ended the year at \$3,739,880 million. This is an increase of \$369,723 from the same time last year. Total Fund Balance ended the year at \$5,043,802. This is an increase of \$680,021. The Net Operating Income for the year was \$546,504.

The Foundation transferred \$124,615 to the unrestricted operating fund for future initiatives. These came from transfers of \$49,611 From the Community Fabric Awards, \$25,825 from the College Campus Fund and \$49,178 from the Lifetime Learning Center. The unrestricted operating fund ended the year with a balance of \$583,907.

The Foundation assisted students in FY '25 with \$421,023. A more important number is that the Foundation assisted 2,820 students last year! For FY '26 the proposed budget is \$640,030. The Financial Aid Office, Business Office and Foundation regularly review the scholarships to assure that we are fully awarding all possible monies available.

The Lifetime Learning Center is offering a wide array of trips and events planned for the upcoming year. These include an international trip to Berne, Switzerland, a domestic trip to Santa Fe and a day to the Durham Performing Arts Center for the Broadway play Hamilton. Watch your mail this month for a brochure with full details.

www.CravenCC.edu/Foundation

800 College Court
New Bern, NC 28562-4900
252-638-7351

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

A new fund-raising event is planned for November 6th. This event will be held at the Volt Center and will be focused on raising funds for scholarships and other student needs. Seating for this "Light Up a Life" event is going to be limited to 200 and is expected to sell out early. If you are interested in attending, tickets are \$75 and can be purchased from the Foundation.

The Foundation is in good financial standing and continues to show growth in both operating income and scholarships awarded.

A handwritten signature in blue ink that reads "Tyler Harris". The signature is fluid and cursive, with the first name "Tyler" and last name "Harris" clearly distinguishable.

Tyler Harris, President
Craven Community College Foundation