



REVISED MEETING AGENDA

OCTOBER 14, 2025

6:00 pm – Ward Boardroom
New Bern Campus

- | | | |
|-------|--|------------------------------|
| I. | Call to Order | <i>Jim Davis, Chair</i> |
| II. | Administrative Items | |
| | (1) Roll Call | <i>Ray Staats, Secretary</i> |
| | (2) Agenda Review and Adoption (<i>motion</i>) | <i>Jim Davis</i> |
| | (3) Conflict of Interest Declaration | <i>Jim Davis</i> |
| | (4) Public Comment | <i>Jim Davis</i> |
| III. | Consent Agenda (<i>motion</i>) | <i>Jim Davis</i> |
| | (1) Approve Board of Trustees Meeting Minutes (September 23, 2025) | |
| IV. | Fall Enrollment Report & Student Services Update (<i>info</i>) | <i>Gery Boucher, VP</i> |
| V. | Strategic Plan Assessment Goal 3 Update (<i>info</i>) | <i>Ray Staats</i> |
| VI. | Old Business | <i>Jim Davis</i> |
| VII. | New Business | <i>Jim Davis</i> |
| | (1) Approve 2-1 FY 2025-2026 Budget (<i>motion</i>) | <i>Ray Staats</i> |
| | (2) Approve Revised Fee Chart (<i>motion</i>) | <i>Ray Staats</i> |
| VIII. | Reports | |
| | (1) President | <i>Ray Staats</i> |
| | (2) Chair | <i>Jim Davis</i> |
| | (3) Attorney | <i>Jamie Norment</i> |
| | (4) Foundation Board President | <i>Tyler Harris</i> |
| IX. | Adjournment | <i>Jim Davis</i> |

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

October 14, 2025

Mr. Steve Cella

Dr. Jim Davis

Ms. Pam Holder

Mr. Chip Hughes

Ms. E.T. Mitchell

Dr. Ervin Patrick

Ms. Sandra Phelps

Mr. Dan Roberts

Mr. Kevin Roberts

Mr. Bud Stilley

Mr. Tabari Wallace

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?

CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL-CALLED MEETING MINUTES
SEPTEMBER 23, 2025

The Craven Community College Board of Trustees met on Tuesday, September 23, 2025, in the Brock Administration Building, Ward Boardroom with Board Chair Dr. Jim Davis presiding. The meeting was called to order at 5:15 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. Dan Roberts, Mr. Kevin Roberts, Mr. Henry "Bud" Stilley, and Mr. Gus Willis.

Voting members absent were: Mr. Tabari Wallace

Ex-Officio members present were: Mr. Zeid Awawdeh, Student Trustee and Mr. Tyler Harris, Foundation Board President.

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 Davis declared a quorum present and welcomed everyone to the Special-Called September board meeting.

Reappointment and Oath of Office

The Craven County Commissioners reappointed Jim Davis to serve a four-year term from July 1, 2025, to June 30, 2029. The oath of office was administered to Trustee Davis by Executive Assistant Smith.

Recognition and appreciation of service

President Staats thanked Dr. Ervin Patrick for his two years of service as Board Chair to the College and presented him with a plaque.

Agenda Review and Adoption

Board Chair Davis reviewed the revised agenda (attached). Trustee Kevin Roberts motioned to accept the revised agenda as presented; Trustee Holder seconded the motion, and the motion was unanimously approved.

Conflict of Interest Declaration

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

Public Comment

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

Consent Agenda

Trustee Phelps motioned to accept the minutes (attached) of the August 19, 2025, meeting as presented; Trustee Holder seconded the motion, and the motion was unanimously approved.

New Business

Approve revised Student Fee Chart (2025-2026): Vice President Jim Millard shared the revised student fee chart noting the revision in red (attached). Trustee Mitchell motioned to approve the fee chart as presented; Trustee Dan Roberts seconded the motion, and the motion was unanimously approved.

Select General Contractor for construction of the Public Safety Training Center (PSTC): VP Millard reported on the review and selection process, which was guided by the project's architect, The Walker Group. Nine qualifying bids were received and opened on September 4, 2025. Following a review of the bids, the available construction budget, and the proposed bid alternatives, Daniels and Daniels was recommended for selection as the PSTC General Contractor. Upon a motion from Trustee Patrick, seconded by Trustee Mitchell, the recommendation was unanimously approved.

Craven Community College
Board of Trustees Meeting Minutes
September 23, 2025
Page Three

Adjournment

With no further business to be presented, Board Chair Davis adjourned the meeting at 6:15 pm and thanked everyone for their participation.

Respectfully submitted:



Jim Davis, Chair
October 14, 2025



Raymond W. Staats, Secretary
October 14, 2025

STUDENT SERVICES

Fall 2025



Student Services

Updates

Admissions

- National Night Out – Union Park, New Bern – August 5
- Vision Forward – August 23
- Walk for Recovery Resource Fair – September 27
- National Night Out – Walter B. Jones Park, Havelock - October 1
- Manufacturing Day – all Craven County High Schools – October 1
- New Bern High School Career Day – October 10



Student Services *Updates*

Advising and Counseling

- “Let’s Talk Series”
 - September 24, 2025 – Sharing Wellness and Gratitude
 - November 18, 2025 – Sustaining Support in our Communities
- Advising Leadership Academy - NCCCS
 - Jennifer Jones, Academic Advisor, selected - 2025-2026 cohort
- New Student Orientation (Fall)
 - New Bern session (day) – 84 attendees
 - New Bern session (night) – 50 attendees
 - Havelock session – 49 attendees



Student Services

Updates

Campus Life

- Student Government Association (SGA) leaders - 2025-2026
 - Zeid Awawdeh – President
 - Hoa-Hilton Nguyen – Vice President
 - Vincent Klicker – Public Information Officer
 - April Phillips – Secretary
 - Abigail Moore - Treasurer



Student Services *Updates*

Campus Life

- Panther Fest
 - September 4, 2025
- 9/11 Tribute
 - New Bern and Havelock Campuses
- Constitution Day Event
 - September 17, 2025
- Hispanic Heritage Event
 - October 7, 2025



Student Services

Updates

Veterans Affairs

- A Salute to Our Veterans
 - Vietnam Veterans of America - Chapter 886
 - May 13, 2025
- Department of Veterans Affairs
 - WEAMS Program Report (2025-2026)
 - Approved August 27, 2025
- Field of Flags – Union Point Park
 - Vietnam Veterans of America
 - Craven CC Veterans Affairs
 - November 12, 2025



Student Services

Updates

Grants

- International Paper Grant - \$6,000
 - Submitted July 24, 2025
 - Pending approval
 - Grant funds to stock Panther Pantry
 - Assist students who face food insecurity
- STEM East Network – Mini-Grant - \$5,000
 - Charting Your Course
 - Pre-Apprenticeship



ENROLLMENT



Enrollment Update

	Fall Curriculum		Summer Non-Curriculum	
	Head Count	FTE	Head Count	FTE
2025	3,218	1128.06	2,235	178
2024	3,087	1125.16	2,022	133
% Change	4.2%	0.3%	10.5%	33.8%

Fall 2025 Enrollment as of 9/15/2025

Source: Executive Director, Office of Institutional Effectiveness



Student Services Report

October 2025

Gery Boucher, VP for Development



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

Strategic Plan 2023-28

Goal 3: College Environment



Strategic Plan 2023-28 Assessment

College Environment

DEVELOP FACULTY AND STAFF FOR PROFESSIONAL LEADERSHIP OPPORTUNITIES

Narrative:

- Developing new positions to help reduce single points of failure and continue succession
 - Associate Vice President for Administration
 - Associate Vice President for Instruction
- Encouraging advancement from within
 - Dean of Technology Services
 - Executive Director of Institutional Effectiveness
 - Director of CTL and eLearning
 - Dean of Volt Center
 - Dean of Career and Technical Programs



Strategic Plan 2023-28 Assessment

College Environment

SUSTAIN THE COLLEGE AS AN EXCEPTIONAL EMPLOYER AND A GREAT PLACE TO TEACH AND LEARN

Narrative:

- Maintain competitive salary and benefit packages
 - HR prepared all new (and optionally existing) employees with a comprehensive onboarding program
 - Designed to increase employee retention
 - Provided outreach through additional programming on all campuses
 - Continuously advocating for improved and additional benefit programs to meet the needs of our employees
- Promote advanced educational opportunities
 - 155 employees traveled for work-related opportunities this year



Strategic Plan 2023-28 Assessment

College Environment

ADAPT THE COLLEGE'S INFRASTRUCTURE TO EVOLVING TEACHING, LEARNING, AND COMMUNITY NEEDS

Narrative:

Corporate Training Center



Strategic Plan 2023-28 Assessment

College Environment

ADAPT THE COLLEGE'S INFRASTRUCTURE TO EVOLVING TEACHING, LEARNING, AND COMMUNITY NEEDS

Narrative:

Public Safety Training Center



*renderings

Strategic Plan 2023-28 Assessment

College Environment

MAINTAIN WELCOMING, ACCESSIBLE, SAFE, AND SECURE CAMPUSES

Narrative:

- Completed the upgrade and installation of all network switching assets
 - Supports our production environment and Campus Security
- Coordinated and implemented enhanced end-point protection with Sentinel One for all individual network devices and servers
- Participated in the National Cybersecurity Review for 2024
 - Successfully conducted their 2024 Penetration Testing for network security and PCI compliance
- All web traffic on our network is filtered, and certain categories are blocked
 - 120,000 sessions were blocked as network threats
 - 556,000 DNS lookup sessions were blocked
 - 16,079 emails were reported as SPAM



Strategic Plan 2023-28 Assessment

College Environment

MAINTAIN WELCOMING, ACCESSIBLE, SAFE, AND SECURE CAMPUSES

Narrative:

- All fire and inclement weather drill goals for the year were met
 - 34 fire drills with evacuations
 - 416 drills and system tests
- Security posture on campus has changed to allow for a larger presence while classes are in session
 - New high-visibility uniforms
 - Parking lot patrolling
- Launched the Craven Safe app
 - Report a tip
 - Send your location to a friend or Security
 - View campus maps, emergency plans, and important contacts



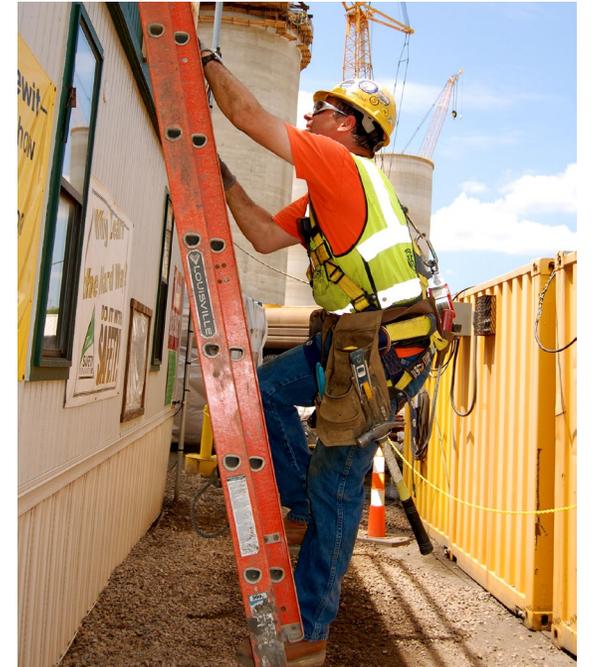
Strategic Plan 2023-28 Assessment

College Environment

MAINTAIN WELCOMING, ACCESSIBLE, SAFE, AND SECURE CAMPUSES

Narrative:

- Completed monthly fire extinguisher, AED, and hazard identification inspections; yearly fire extinguisher maintenance and fume hood inspections
- Added LifeVac systems to each of our campuses
- Conducted training courses for employees
 - Golf Cart Operator Training
 - Fire Extinguisher Operation
 - Bloodborne Pathogens
 - Ladder Safety
 - PPE
 - Forklift Operation
- Ensured all construction teams and contractors are held to OSHA's safety standards while on our campuses



Strategic Plan 2023-28 Assessment

College Environment

SUSTAIN “FIRST CHOICE” CAMPUS FACILITIES AND GROUNDS

Narrative:

- Refurbished Bosch AMC classrooms, offices, and hallways
- Refurbished Volt Center garage, classrooms, and offices
- Replaced the Bate Hall Chiller
- Continued with an aggressive preventative maintenance program
 - Repaired sidewalks
 - Roof maintenance (New Bern & Volt)
- Havelock painting and ground updates
 - Airplane display
- Added three Eagle Scout projects to our campus





Strategic Plan 2023-28 Assessment

College Environment

*'First Choice' for Students;
Exceptional Place to Work*

Executive Leadership Team:

Ray Staats, President
Kathleen Gallman, VP for Instruction
Gery Boucher, VP for Development
Jim Millard, VP for Administration



*Purpose-driven teaching and learning for
Craven County*
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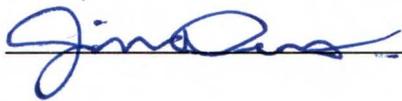
**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
COLLEGE BUDGET: FY 2025-26**

REQUIRED BUDGET REQUEST SIGN-OFF

The attached College Budget has been reviewed and approved on

October 14, 2025 by the Board of Trustees of

Craven Community College

 , Chairman.

The attached College Budget has been reviewed and approved in

the amount of \$ 5,631,783 on October 14, 2025

by the County Commissioners of Craven County.

 , Chairman.

Craven Community College

Fee Chart

2025-2026

BOT DRAFT 10/14/2025

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	\$ 30.00	Fee to cover myClinicalExchange Service required by Carteret Hospital; service centralizes required documentation and clinical shifts - adjusted for price increase
NUR 213		\$ 30.00	Fee to cover Rotation Manager required by UNC Lenoir
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

Craven Community College
Fee Chart
2025-2026

PTA 110	\$ 15.00		Course Material Fee
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	\$ 6,319.40		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.



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www.CravenCC.edu/Foundation

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October 2025

The Foundation kicked off its annual campaigns in July with the combination of a solicitation mailing for the Community Campaign and delivery of pledge forms to staff and faculty for the Campus Campaign. Foundation staff attended the various Unit and Department Meetings on both campuses to talk about the accomplishments of the Foundation as well as the importance of support. This year's Community Campaign is co-chaired by Tiffany Dove (Oscar's Mortuary) and Dr. Edward Sabat (Mathematics/Statistics/Calculus Faculty). As of October 1st, the two campaigns combined have raised \$53,558.

There are no updated financial figures to report since the August report.

The Foundation is planning a new fundraiser for November 7th at the Volt Center. The Light Up a Life event is going to be held in the evening and offer tours of the Volt Center, followed by a meal catered by the Flame. There will also be live and silent auction items. While there will be a limited number of actual items auctioned, the primary focus of the auctions will be the availability of participants to "bid" on purchasing scholarships and required course materials for students at Craven Community College. These will range from books to welding helmets and from stethoscopes to barbering kits. This unique fundraiser has already received over \$40,000 in support/sponsorships. If you are interested in a sponsorship or ticket for the event, please contact Charles Wethington.

The Lifetime Learning Center is in full swing with a number of events. The North Carolina Holiday tour is currently sold out with 50 participants signed up for a four-day event that includes the Chinese Lantern Festival in Cary, Linville Caverns and the exhibit – Tutankamun: His Tomb and his Treasure, followed by dinner at the Stable Café and a candlelight tour of the Biltmore house. The evening ends with an overnight stay at the Biltmore Inn. An international trip is planned for June, 2026. This trip includes Switzerland, Austria and Bavaria.

Sincerely,

A handwritten signature in black ink that reads "Tyler B. Harris". The signature is written in a cursive style with a large, prominent initial "T".

Tyler Harris, President
Craven CC Foundation Board of Directors