

CRAVEN
COMMUNITY COLLEGE
BOARD OF TRUSTEES

MEETING AGENDA

AUGUST 18, 2026

**5:30 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) Recognition and Appreciation of Service | <i>Ray Staats</i> |
| | a. Pam Dickinson (2022-2026) | |
| | b. Sandra Phelps (2024-2026) | |
| | (3) New Appointments | <i>Amber Smith</i> |
| | Chadwick Howard (NC House of Representatives 2026-30) | |
| | a. Senate Bill 1092 | |
| | b. Oath of Office | |
| | Will Lewis (NC General Assembly 2026-30) | |
| | c. Senate Bill 1092 | |
| | d. Oath of Office | |
| | (4) Reappointment & Oath of Office | <i>Amber Smith</i> |
| | a. Augustus Willis (Craven County Commissioners, 2026-30) | |
| | (5) Agenda Review and Adoption (<i>motion</i>) | <i>Jim Davis</i> |
| | (6) Conflict of Interest Declaration | <i>Jim Davis</i> |
| | (7) Public Comment | <i>Jim Davis</i> |
| III. | Consent Agenda (<i>motion</i>) | <i>Jim Davis</i> |
| | (1) Approve Board of Trustees Meeting Minutes (June 10, 2026) | |
| 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 2025-26 (Apr-Jun) | <i>Denise Salerno, AVP</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 2025-26 (Apr-Jun) (<i>info</i>) | <i>Denise Salerno</i> |

VII.	Facilities Usage Report 4 th Quarter FY 2025-26 (Apr-Jun) <i>(info)</i>	<i>Denise Salerno</i>
VIII.	Old Business	
	(1) Review County Budget FY 2026-27 <i>(info)</i>	<i>Ray Staats</i>
	(2) BP 3.12 Student Title IX <i>(motion)</i>	<i>Ray Staats</i>
	(3) BP 1.10 Continuous Improvement <i>(motion)</i>	<i>Ray Staats</i>
	(4) Receive Officer Nominating Committee Report <i>(info)</i>	<i>Jim Davis</i>
IX.	New Business	
	(1) Election of Officers <i>(motion)</i>	<i>Jim Davis</i>
	(2) Annual Security Report <i>(info)</i>	<i>Denise Salerno</i>
	(3) Key Performance Indicators <i>(info)</i>	<i>Ray Staats</i>
	(4) BP 4.17 Artificial Intelligence <i>(info)</i>	<i>Ray Staats</i>
X.	Reports	
	(1) President	<i>Ray Staats</i>
	(2) Chair	<i>Jim Davis</i>
	(3) Attorney	<i>Jamie Norment</i>
	(4) Foundation President	<i>Tammy Sherron</i>
XI.	Transfer of the Gavel	<i>Jim Davis</i>
XII.	Adjournment	<i>Chair</i>



OATH OF OFFICE
BOARD OF TRUSTEES

I, Will Lewis, do solemnly swear that I will support the Constitution of the United States.

I, Will Lewis, 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, Will Lewis, 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.



Will L. Lewis

Sworn to and subscribed before me, this the 18th day of August, 2026.



Amber L. Smith, Notary
Jones County, North Carolina





OATH OF OFFICE
BOARD OF TRUSTEES

I, Chadwick Howard, do solemnly swear that I will support the Constitution of the United States.

I, Chadwick Howard, 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, Chadwick Howard, 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.

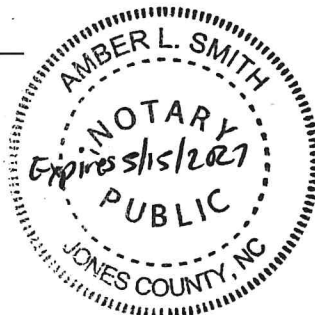
A handwritten signature in black ink, reading "Chadwick B. Howard".

Chadwick B. Howard

Sworn to and subscribed before me, this the 18th day of August, 2026.

A handwritten signature in black ink, reading "Amber L. Smith".

Amber L. Smith, Notary
Jones County, North Carolina



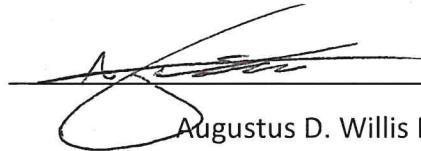


OATH OF OFFICE
BOARD OF TRUSTEES

I, Augustus D. Willis IV, do solemnly swear that I will support the Constitution of the United States.

I, Augustus D. Willis IV, 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, Augustus D. Willis IV, 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.


Augustus D. Willis IV

Sworn to and subscribed before me, this the 18th day of August, 2026.



Amber L. Smith, Notary
Jones County, North Carolina



CRAVEN COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING MINUTES
JUNE 10, 2026

The Craven Community College Board of Trustees met on Wednesday, June 10, 2026, in the Brock Administration Building, Ward Boardroom, with Board Chair Jim Davis presiding. The meeting was called to order at 1:00 pm.

Roll Call

President Raymond Staats called the roll.

Voting members present were: Mr. Steve Cella, Dr. Jim Davis, Ms. Pam Dickinson (formerly 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 and Mr. Gus Willis.

Voting members absent: None

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 Davis declared a quorum present and welcomed everyone to the June board meeting.

Agenda Review and Adoption

Board Chair Davis reviewed the agenda (attached), noting revisions made subsequent to emailing the pre-board package to Trustees. Trustee Patrick motioned to accept the revised agenda as presented; Trustee Wallace 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 Patrick motioned to accept the minutes (attached) of the April 21, 2026, meeting; Trustee Mitchell seconded the motion, and the motion was unanimously approved.

Enrollment Report

Vice President Gery Boucher reported on current enrollment trends (attached). Summer 2026 curriculum enrollment is higher than the previous year. Spring 2026 Workforce Development headcount is greater than the prior year.

Financial Reports

Fiscal Year 2025-26 Third Quarter Financial Report: Vice President Jim Millard highlighted the reports for Third Quarter (January – March) Fiscal Year 2026 (attached). Trustee Mitchell motioned to approve the report as presented; Trustee Patrick seconded the motion, and the motion was unanimously approved.

Write-Offs and Uncollectable Accounts: VP Millard reviewed the attached report. Trustee Mitchell motioned to approve the report as presented; Trustee Willis 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 2026 Personnel Report (attached).

Facilities Usage Report

VP Millard presented the Third Quarter (January – March) Fiscal Year 2026 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

None

New Business

Reviewed Trustee Self-Evaluation: Board Chair Davis discussed the Board of Trustees Self-Evaluation, which was reviewed by Trustees earlier today during the Board Retreat. During that retreat, Trustees proposed restarting the Panther Education for Trustees (PET Program) since there are newer Trustees on the Board. The intent is to conduct 30-minute PET sessions prior to Board Meetings beginning in the fall. Trustees were each given the list of PET sessions that are currently available.

Appoint Board Officer Nominating Committee FY 2026-27: Board Chair Davis appointed Trustees Dan Roberts, Kevin Roberts, and Gus Willis to the committee with Trustee Kevin Roberts as chair. The committee will present a recommended slate of officers for Fiscal Year 2026-27 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 2026 board meeting.

Receive 2026-27 Board of Trustees Meeting Schedule: The schedule of meetings for Fiscal Year 2026-27 was presented by Executive Assistant Smith, with August 18, 2026, being the next scheduled board meeting (attached).

Approve Continuing Budget Resolution for FY 2026-27: 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 Wallace motioned to approve the continuing budget resolution; Trustee Phelps seconded the motion, and the motion was unanimously approved.

Updated Fee Chart 2026-27: VP Millard reviewed the updated fee chart for 2026-27 (attached). Trustee Patrick motioned to approve the continuing budget resolution; Trustee Phelps seconded the motion, and the motion was unanimously approved.

Approve Foundation Board of Directors Appointments: President Staats presented the list of 5 new and 8 reappointed Foundation Board of Director members for approval (memo attached). Trustee Mitchell motioned to approve the appointments; Trustee Wallace seconded the motion, and the motion was unanimously approved.

Approve PRE Board Nominations: President Staats presented two new members for approval, (memo attached). Trustee Patrick motioned to approve the two new members; Trustee Willis seconded the motion, and the motion was unanimously approved.

Receive Board Policy 3.12, Student Title IX: President Staats reviewed the updates for Board Policy 3.12. Trustees will review the updated policy, which will be presented for approval at the August 18, 2026, meeting.

Receive Board Policy 3.10, Continuous Improvement: President Staats reviewed the updates for Board Policy 1.10. Trustees will review the updated policy, which will be presented for approval at the August 18, 2026, meeting.

Approve 3-1: VP Jim Millard reviewed the amended 3-1 Corporate Training Center, Project 2775. Trustee Dickinson motioned to approve the amended 3-1 as presented; Trustee Patrick seconded the motion, and the motion was unanimously approved.

Reports

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

- Infrastructure:
 - CTC: Architect's punch list will take a few weeks to complete
 - PSTC: 45% complete, overall completion planned for March 2027; VP Boucher's team is working on finalizing procedures for managing the new instructional site.

Craven Community College
Board of Trustees Meeting Minutes
June 10, 2026
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- FWEC: 5,000 sq ft metal building to the north side of the tarmac at the Havelock campus; permit is pending Craven County approval
- Volt Center: 303 First Street, City of New Bern funded EPA Phase 2 is underway
- NLGA Aerospace Conference:
 - Dr. Staats attended the conference last week, representing NC along with Lt. Gov. Rachel Hunt.
 - Seminars were highly interesting and informative; tours included NASA HQ and the National Air & Space Museum.
- Upcoming Travel
 - Vacation: June 16-26
 - AACC President's Academy Summer Institute (Omni Grove): July 11-16
 - NCACCP Summer Conference (Grandover): July 29-31

Attorney: No report.

Chair: No report.

Adjournment

With no further business to be presented, Board Chair Davis adjourned the meeting at 2:24 pm and thanked everyone for their participation.

Respectfully submitted:



Jim Davis, Chair
August 18, 2026



Raymond W. Staats, Secretary
August 18, 2026

Instructional Update

Dr. Kathleen Gallman



Fall Administrative Program Review

Academic Support Center (ASC)

Strengths

- College Reading and Learning Association (CRLA) Level 1 certified
- Effective use of Early Alert System
- Utilizing virtual tutoring tools

Challenges

- Limited student privacy and noise control in Success Coach area
- Labor-intensive reporting process (FTE)

Action

- Floor to ceiling walls in the Success Coach area – on facilities list
- Explore increasing Success Coach Hours
- Continue efforts toward CRLA Level 2 certification

Fall Administrative Program Review

College and Career Readiness (CCR)

Strengths

- Exceeding state performance measures
- Strong external partnerships
- Qualified and passionate team

Challenges

- Perception of offering GED only
- Limited post-completion tracking of students
- Lack of services outside main campus

Action

- Explore Havelock/Volt offerings
- Develop a more formal CCR-to-College pathway
- Explore better tracking of students

Fall Administrative Program Review

Human Resources & Safety

Strengths

- Enhanced onboarding procedure
- Dedicated Director of Environmental Health & Safety
- Qualified and experienced staff

Challenges

- Limited record storage capacity
- Some processes cumbersome
- Labor-intensive reporting processes

Action Plan

- Standardize AED equipment
- Expand staff professional development (including safety training)

Fall Administrative Program Review

Public Radio East (PRE)

Strengths

- Long-standing regional public service since 1984
- Operates two program streams and five transmitters serving Eastern North Carolina
- Largely self-funded

Challenges

- Aging infrastructure
- Limited formal collaboration with College programs

Action

- Investigate alternative revenue streams and prioritize capital equipment
- Explore adding broadcasting/media courses or program(s)

Fall Administrative Program Review

Testing Center

Strengths

- Stable operations in midst of significant staffing disruptions
- Staff are cross-trained
- Maintains compliance and security requirements for multiple third-party vendors

Challenges

- Program expanding beyond existing seating capacity
- Communication with staff regarding projected usage

Action

- Strengthen internal outreach and communication
- Develop a College procedure for testing requests
- Expand testing capacity by reconfiguring room 207 in Barker

Fall Curriculum Enrollment

As of August 4, 2026

Curriculum Enrollment		
	Headcount	FTE
Fall 2026	2,823	1016.13
Fall 2025	2,530	846.38
% Change	11.6%	20.1%

Institutional Effectiveness: Strengthening Institutional Processes

- SACSCOC Focused Report due August 23; preparing for On-Site Visit in October
- Updated the faculty credentialing process
- Revised the Strategic Priorities process - connects departmental initiatives to the four pillars of the College's Strategic Plan
- Updated the Comprehensive Program Review (CPR)
- Guidebook Creating a PLO/SLO transition and review process – clearer relationship of program learning outcomes to course outcomes; new process allows for a more efficient transition to Watermark

Institutional Effectiveness: Expanding Collegewide Support

- Refocused Services Review Survey process – more comprehensive process to gather more targeted feedback
- Updated the Grant Proposal process
- Developed a new Student Achievement reporting approach – includes revised measures, trend analysis, Board reporting, and public reporting
- Launched an Institutional Effectiveness newsletter, published each semester, to keep the College informed about accreditation and IE initiatives

University Partnerships/Agreements

East Carolina University

- Students guaranteed admission to their Bachelor of Science in Industrial Technology (BSIT) from 10 technical programs
- Allows students to transfer up to 75 credit hours

Appalachian State University

- Transfer pathway for Associate in Applied Science health programs graduates (30 credits minimum of block transfer credit)

Western Carolina University Agreement

- Guaranteed admission to WCU for students who successfully complete transfer degree

Arts & Sciences

Phi Theta Kappa

- Honors in Action Project: Students researching the influence of migration in communities
- College Project: Suicide Awareness

C-STEP Program

- September kick-off in September 2026 at UNC Chapel Hill
- 3 graduates in May 2026; 6 expected in May 2027

Study Abroad

- Greece– Summer 2028

Arts & Sciences

Student Spaceflight Experiment Program (SSEP) Mission 22

- Unique student opportunity: scientific research connected to NASA and the International Space Station (ISS)
- Students will design microgravity experiments – one selected for launch

Craven Achievers (The College's premier dual enrollment program)

- Allows New Bern High School students to earn up to 26 college credits for free
- Fall 2026 cohort reached maximum capacity (24 students)

The Honors Program

- Launched pilot program in Fall 2025
- 13 students earned honors credit AY 2025-26

Arts & Sciences

The Scholar of Global Distinction (SGD)

- Program developed and supported by UNC World View - housed at the UNC Chapel Hill.
- Fosters global awareness and intercultural competence
- Craven will reestablish its participation beginning in Fall 2026
- Students receive formal recognition (certificate and transcript designation) from NC World View and Craven Community College.

New Fine Arts Offerings

- Expanding music offerings - Craven Concert Band and the Craven Chorus
- Encore will continue its tradition of excellence as the College's Honors Choir

Career & Technical Programs

- Administration relocated from Bosch Building to the Corporate Training Center
- New CNC Lab at the Havelock Campus to serve Havelock High School
- 9 Students attended National SkillUSA Conference in Atlanta in June
- New Basic Law Enforcement Training vehicles

Center for Teaching and Learning

GAIM Updates

- AI Workshop for the Board of Trustees
- AI Staff Training led by Dr. Lane Freeman had 85 participants over 3 days in July.
- Community of AI Champions (COACH) will launch in September – 10 faculty will learn to incorporate AI into their teaching

Craven Cares

- October 5-7 (World Mental Health Day October 10)
- Free McDonald's breakfast; Vision Board
- Thrift Palooza – accepting donations of gently used items for those in need
- In partnership with RCS, free grocery items available
- Campus Connect day – information tables for on-campus and off-campus resources

Center for Teaching and Learning

Moodle to Canvas Transition Update

- Rebuilding priority courses in Fall 2026 with support from the Center for Teaching and Learning (CTL)
- Part-time Instructional Designer to support Career and Technical Programs (CTP) faculty
- NCCCS implementation deadline: December 2027; College plans to deliver Canvas courses in Summer 2027

Havelock Campus

- Expanded Welding Program by offering first Summer Session (ran 28 Contact hours per week in Spring 2026)
- Expanding Aviation Systems Technology (AST) Program – added AVI 110 section to Evening Cohort (total of 54 students for AST)
- New joint Workforce Development to Curriculum Pathway for High School Students to promote AVI 110 entry point
 - Summer 2026: Charting Your Course: Aviation Technology Pre-Apprenticeship
 - Fall 2026: Introduction to Mixed Aviation Trades
 - Summer 2027: Start of 2 semester AVI 110 offering (AVI 110A)

Havelock Campus

- New Computer Numerical Control (CNC) offerings for Fall 2026
- Hired new, full-time Health and PE Instructor; will enhance the growth of the Havelock Campus
- Hosted 209 Cadets for Civil Air Patrol Summer Encampment; partnered with MCAS Cherry Point; included Drone (UAV) Activity
- Expanding the Introduction to Mixed Aviation Trades (IMAT) course for second level onboarding of Fleet Readiness Center East (FRCE) employees

Health Sciences

- Medical Assisting: national accreditation site visit November 19 – 20 (MAERB/CAAHEP)
- Physical Therapy Assistant: accreditation site visit October 24, 2027 (CAPTE)



*Craven County's First Choice for
Teaching and Learning*

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Craven Community College
Institutional Funds Budget Comparison Report
As of June 30, 2026 - 100% of Year

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
01	121 Flex Spending	-	-	-		-	7,861.62
00	130 Title IX/Cleary & Covid Impact Funds	19,800.00	13,541.45	6,258.55	68%	2,539,420.83	2,540,451.99
01	133 Discretionary	68,740.00	39,459.18	29,280.82	57%	74,165.30	91,326.96
01	134 Unrestricted Overhead Receipts	59,030.00	55,472.41	3,557.59	94%	14,977.63	30,566.16
01	136 Foundation	637,082.00	456,222.03	180,859.97	72%	660,681.18	932,081.90
01	137 Financial Aid Matching	113,536.00	113,052.04	483.96	100%	98,017.22	(15,205.23)
01	221 Applied Music	15,244.00	15,243.98	0.02	100%	7,171.07	32,222.56
01	227 Extra Curricular Activities	37,840.00	30,346.78	7,493.22	80%	31,218.87	53,846.02
01	250 Curriculum-Self Supporting	31.00	30.66	0.34	99%	39,997.54	288,389.95
01	312 Fire College	-	-	-		246.49	5,893.06
01	340 WFD-Self Supporting	515,603.00	322,910.59	192,692.41	63%	399,844.28	929,841.19
01	411 Learning Resource Center	2,875.00	(9.23)	2,884.23	0%	131.16	3,187.43
01	421 Higher Ed Conference (AVID)	-	-	-		49.99	1,323.12
01	460 Customized Ind Train Support	-	-	-		1,557.92	37,648.70
01	461 Small Business Facilities Rental	1,000.00	112.09	887.91	11%	3,573.04	4,245.08
01	610 PST Center /VOLT Center	15,218.00	11,984.12	3,233.88	79%	79,653.65	134,848.07
02	131 College Work Study	184,583.00	128,483.54	56,099.46	70%	128,839.79	356.25
02	134 Restricted Overhead Receipts	78,824.00	81,305.73	(2,481.73)	103%	53,856.99	174,528.40
02	138 Returned Check Fee Fund	-	-	-		1,172.14	25,999.49
02	139 Grants - OSBM & NCDPS Cybersecurity	-	-	-		567,755.44	12,531,317.74
02	220 NCSU Engineering	214,332.00	116,553.69	97,778.31	54%	155,376.76	101,094.15
02	227 ENCORE	23,218.00	18,090.80	5,127.20	78%	6,582.29	5,532.37
02	228 Grants -NSF SEAS/Bosch/NCCF	228,058.00	133,397.10	94,660.90	58%	182,249.63	171,247.39
02	291 Specific Fees - Lab/DE/ASC/Career Coach	1,035,487.00	792,317.01	243,169.99	77%	785,153.04	1,197,500.51
02	292 System-Wide Fees-Comp Tech	696,393.00	586,332.62	110,060.38	84%	281,329.04	164,155.37
02	293 Patron Fees	59,420.00	37,746.07	21,673.93	64%	49,647.59	290,118.50
02	314 Grants - Workforce Development/BS	79,710.00	76,829.36	2,880.64	96%	96,024.45	20,067.56
02	355 NCDPS Reentry Program	374,305.00	284,598.90	89,706.10	76%	245,151.32	32,059.10
02	370 FTCC NCMBC	96,677.00	94,567.06	2,109.94	98%	93,826.11	(1,142.92)
02	392 System-Wide Fees - WFD Comp	12,025.00	-	12,025.00	0%	518.63	12,475.05
02	412 Grants -NC A&T STEPs4GROWTH & Bright Ideas	111,459.00	111,229.81	229.19	100%	117,775.76	29,851.08
02	521 C-Step Grant	12,000.00	9,543.77	2,456.23	80%	10,387.45	843.68
02	531 Professional Liability Ins	13,391.00	13,391.00	-	100%	12,531.97	51,541.50
02	532 Student Insurance	11,220.00	11,185.36	34.64	100%	7,601.07	(14,875.26)

FUND	PURPOSE	BUDGET	EXPENDITURES YEAR TO DATE	REMAINING BALANCE	% SPENT	REVENUES YEAR TO DATE	FUND BALANCE
02	533 Transcript Fees	63,149.00	51,408.96	11,740.04	81%	62,043.99	388,532.37
02	534 TRIO/Panther Pantry Grants	345,083.00	271,446.14	73,636.86	79%	273,673.08	3,685.49
02	556 Student Outreach & Advising	-	-	-		-	-
02	705 STARBASE Program	648,637.00	298,733.98	349,903.02	46%	255,178.32	(43,555.66)
02	790 Facilities Rental Fund	3,050.00	3,046.95	3.05	100%	14,263.79	71,081.40
02	791 Public Radio East	1,048,128.00	961,667.66	86,460.34	92%	1,266,754.59	644,293.42
02	795 Career Fair	-	-	-		28.77	685.68
02	796 Testing Centers	99,389.00	76,241.99	23,147.01	77%	56,523.08	107,171.70
02	797 Public Radio East Foundation	980,000.00	1,165,809.82	(185,809.82)	119%	1,165,809.82	157,702.62
02	823 SEOG	188,454.00	231,369.21	(42,915.21)	123%	231,369.21	-
02	824 Pell	6,310,418.00	6,310,418.10	(0.10)	100%	6,310,418.10	-
02	830 NCCC Target Asst/LTHT/GoldenLeaf	47,874.00	46,512.00	1,362.00	97%	23,322.00	(23,190.00)
02	834 Teacher Assistant Sch Fund	31,976.00	31,098.80	877.20	97%	31,975.80	877.00
02	835 State Aid Scholarships	267,861.00	263,908.24	3,952.76	99%	267,861.00	5,091.76
02	840 General Scholarships	493,058.00	478,689.93	14,368.07	97%	425,457.37	531,160.27
02	841 Endowment/Other Scholarships	204,349.00	162,770.84	41,578.16	80%	169,415.34	19,286.50
05	710 Clearwire Distribution	-	-	-		8,538.03	75,099.61
05	720 Bookstore	146,781.00	157,232.74	(10,451.74)	107%	38,044.57	392,019.35
05	730 Food Service / WFD Catering	38,328.00	35,761.38	2,566.62	93%	38,143.98	35,382.31
05	740 Campus Access	130,670.00	85,003.34	45,666.66	65%	85,144.65	61,427.86
05	770 Student Activity Funds	269,839.00	259,430.47	10,408.53	96%	201,631.78	40,606.04
06	810 J. Wrenn Emergency Loan Funds	5,000.00	110.68	4,889.32	2%	2,420.72	50,907.67
07	910 Buildings & Grounds	19,793,852.00	11,685,142.63	8,108,709.37	59%	11,481,230.15	1,971,455.25
08	792 Public Radio East Endowment	-	-	-		3,578.11	85,556.59
08	850 Endowments	213,009.00	176,112.18	36,896.82	83%	865,974.08	4,436,265.64
Total		36,046,006.00	26,305,853.96	9,740,152.04	73%	30,025,285.97	28,882,741.41

**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, 2026 to June 30, 2026

Return of Title IV	\$19,981.29
FA Issues/Withdrew Charged 25%	\$1,671.23
Sponsor Issues	\$461.40
Payment Plan	\$0.00
Total	\$22,113.92

Kisha B. Simpson
(Requested by)

Jim Millard
Vice President for Administration

Past Write-Offs (12 Months; YTD) July - June	2025-26	2024-25	2023-24	2022-23	2021-22
Total	\$69,861.61	\$94,394.14	\$84,524.47	\$104,963.13	\$133,839.51

Quarterly Collections 4th Qtr Comparison Only April - June	2026	2025	2024	2023	2022
Total Collected this Period	\$5,745.55	\$6,541.13	\$10,850.63	\$8,644.15	\$5,312.19
Received from Debt Setoff	\$23,766.10	\$30,890.30	\$35,305.83	\$13,391.96	\$28,766.71
Collection Agency Fees	(\$1,149.09)	(\$1,308.25)	(\$2,232.16)	(\$1,728.82)	(\$1,062.05)
Net Proceeds	\$28,362.56	\$36,123.18	\$43,924.30	\$20,307.29	\$33,016.85

**CRAVEN COMMUNITY COLLEGE
REPORT OF CASH BALANCES**

STIF Account:	30-Jun	31-Mar	Variance
Local Funds	\$3,279,197.99	\$2,819,517.62	\$459,680.37
Special Funds	<u>\$17,514,154.49</u>	<u>\$20,051,697.58</u>	<u>-\$2,537,543.09</u>
Total	\$20,793,352.48	\$22,871,215.20	-\$2,077,862.72

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:	3.82842%	4.17087%	-0.34245%

Craven Community College
Personnel Report
April 1, 2026 – June 30, 2026

New Hires	Position Title	Effective	Monthly/Annually
Brandon Whelan	Director, Environmental Health & Safety	4/1/26	\$5,000/\$60,000
Tameshia Fisher	IT Technician	6/1/26	\$3,258/\$39,096
Stefanie King	College & Career Readiness Coordinator, IET/Pathways	6/15/26	\$4,417/\$53,004

Reassignments/ Promotions	From	To	Effective	Monthly/Annually
Abigail Nehrenberg	IT Technician	Office 365 Systems Administrator	4/1/26	\$4,653/\$55,836
Rachel Weldin	Library Circulation Assistant	Instructional Librarian	4/15/26	\$3,750/\$45,000
Kaycee McKee	Library Technical Assistant (Part-time Regular)	Library Technical Assistant (Full-time Regular)	5/1/26	\$2,792/\$33,504
Jay Eldred	Admissions Specialist	Digital Communications Coordinator	5/15/26	\$3,750/\$45,000
Estrellita Munch	Custodian, Havelock (Part-time Regular)	Custodian, New Bern (Full-time Regular)	5/15/26	\$2,719/\$32,628

Resignations/ Retirements	Position Title	Effective	Reason
Heather Deam	Administrative Assistant, Public Radio East	4/17/26	Resignation
Garrett Cothorn	Senior Administrative Assistant, Career & Technical Programs	4/30/26	Resignation
Fernanda Marinkovic	Accounting Assistant, Institutional Effectiveness	4/30/26	Resignation
Keith Williams	Director, Environmental Health & Safety	4/30/26	Retirement
Sarah Cayton	Senior Administrative Assistant, Health Sciences	5/6/26	Resignation
William Franchi	Director, Aviation Management & Career Pilot Program	5/15/26	Resignation
Lauren Jannik	Nursing Faculty	5/15/26	Resignation
Natalie Sheppard	English Faculty	5/15/26	Resignation
Carmeline Morris	Assistant School Certifying Official (Part-time Regular)	6/4/26	Resignation
Gena McKinley	Associate Dean, Arts & Sciences (English, Communication, and Humanities)	6/24/26	Resignation
Robert Bondurant	Associate Dean, Student Services	6/30/26	Retirement
Terry White	Facilities Maintenance Specialist, Plumbing	6/30/26	Retirement

**Craven Community College
Facilities Usage Report
April 1, 2026 - June 30, 2026**

EXTERNAL USERS OF FACILITIES

Name of Organization	Date(s) of Use	Type of Organization	Facility	Fees	Date Fees Received	Estimated Number of Attendees
Craven County Government Tax Department	April 8-9, 2026	Gov	AMC 102			50
Riverside Leadership Academy	April 21, 26, 2026	Edu	Orringer			200
NC Dept of Adult Correction	April 20, 27, 2026	Gov	Naumann			30-40
American Red Cross	April 22, 2026	Non-Profit	Naumann			50
Congressman Murphy	May 2, 2026	Gov	AMC 102			58
NC History Theater	April 16-19, May 1-3, 2026	Non-Profit	Orringer	\$1,800.00	March 2, 2026	250
NC Dept of Adult Correction	May 6, 2026	Gov	AMC 102			35
NC ABC Commission	May 27, 2026	Gov	Naumann			25
NC Dept of Environmental Quality	May 27, 2026	Gov	Orringer			200
NC Office of State Human Resources	May 6-7, 20-21, June 3-4, 2026	Gov	Naumann			28
NC Office of State Human Resources	June 4, 2026	Gov	AMC 102			24
New Bern Historical Society	June 7, 2026	Non-Profit	Orringer	\$360.00	May 20, 2026	250
NC Dept of Public Instruction	June 8-12, 2026	Gov	Naumann			35
Craven Community Chorus	June 8-15, 2026	Non-Profit	Orringer	\$320.00	May 26, 2026	100
Neuse Pamlico Sound Women's Coalition	June 9, 2026	Non-Profit	Naumann	\$100.00	May 26, 2026	35
NC Division of Marine Fisheries	June 16, 2026	Gov	Naumann			25
New Bern Chamber of Commerce	June 16, 2026	BLC	Orringer			50

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

Board of Commissioners
Denny Bucher, Chairman
Jason R. Jones, Vice Chairman
Chadwick Howard
Shevel "Sherry" Hunt
Tim Mason
Ettienne "E.T." Mitchell
Beatrice Smith

Administrative Staff

Jack B. Veit, III, County Manager
Gene Hodges, Assistant County Manager
Abigail G. Wilson, Clerk to the Board
Amber M. Parker, Human Resources Director
Craig Warren, Finance Director



Administration Building
406 Craven Street
New Bern, NC 28560
Fax: 252-636-2728
pio@cravencountync.gov

Commissioners 252-636-6601
Manager 252-636-6600
Finance 252-636-6603
Human Resources 252-636-6602

July 1, 2026

Dr. Raymond Staats, President
Craven Community College
800 College Ct.
New Bern, NC 28562

Dear Dr. Staats:

On June 1, 2026, the Craven County Board of Commissioners adopted the budget for the Fiscal Year 2026-2027.

The following amount has been appropriated for the **Craven Community College**:

Current Expense	\$5,379,486
Capital Outlay	\$550,000
Total	\$5,929,486

The Current Expense and Capital Outlay funds will be distributed to you in twelve (12) equal monthly installments.

For fiscal year 2027, the Board welcomes you to present an update on your daily operations and projects at a meeting in November, December, or January and encourages close collaboration between staff and elected officials throughout the year.

If your organization received funds from the County in the fiscal year 2026, please submit your financial statements to our Finance Department or directly to Craig A. Warren, Craven County Finance Office, 406 Craven Street, New Bern, NC 28560 by December 31, 2026. If not received by that date, we will hold checks until it is received.

We look forward to working with you in the next fiscal year. If you have any questions regarding this budget appropriation, please contact Ms. Sarah Williams at 639-5065.

Sincerely

A handwritten signature in black ink that reads "Jack B. Veit III".

Jack B. Veit, III.
Craven County Manager

JBV:ajd
xc: Craig A. Warren
Mr. James "Jim" Millard, Vice President for Administration



BP – 3.12

STUDENT TITLE IX

(SEX DISCRIMINATION AND HARASSMENT)

Legal Authority: 34 CFR Part 106.45; 1C SBCCC 200.95

Approved: August 18, 2026

Previous Editions: February 16, 2021; October 15, 2024

STUDENT TITLE IX (SEX DISCRIMINATION AND HARASSMENT)

Craven Community College, in compliance with and as required by Title IX of the federal Education Amendments of 1972 and its implementing regulations ("Title IX") and other applicable civil rights laws, as well as in furtherance of its own values as a higher education institution, does not discriminate in any education program or activity that it operates, sponsors, or administers on the basis of any characteristic or status protected by applicable local, state, or federal law in admission, treatment, access to, or employment in, its programs and activities.

Discrimination and harassment oppose the values and standards of the College and are incompatible with the safe, healthy environment that our College community expects and deserves. Discrimination and harassment will not be tolerated by the College. The College is committed to providing programs, activities, and an education and work environment free from sexual misconduct in all forms to include, but not limited to, sexual assault, sexual harassment, sexual discrimination, stalking, relationship violence, and domestic violence. The College expects all members of campus to conduct themselves in a manner that does not infringe upon the rights of others.

As required by Title IX this policy prohibits discrimination and harassment on the basis of sex. This policy also prohibits retaliation against any individual that complains about violations under this policy or against individuals who participate in investigations of alleged misconduct as outlined in this policy or related procedures.

Legal Requirements

Title IX is a federal law that applies to educational institutions receiving federal financial assistance and prohibits discrimination on the basis of sex in an educational institution's programs or activities, including employment, academic, educational, extracurricular and athletic activities that occur when an individual is participating in or attempting to participate in an educational program or activity sponsored by the College that occurs in the United States. Title IX protects all people regardless of their gender or gender identity from sex discrimination, including sexual harassment and sexual violence, which are forms of sex discrimination. Title IX requires colleges to take necessary steps to prevent sexual assault on their campuses, and to respond promptly and effectively when an assault is reported.

The federal Clery Act requires colleges to report annual statistics on crime, including sexual assault and rape, on or near their campuses, and to develop and disseminate prevention policies.

The federal Violence Against Women Act (VAWA)/Campus Sexual Violence Elimination Act

(SaVE) clarifies that “sexual violence” includes domestic violence, dating violence, and stalking, which must be included in campus Clery reports, and also requires that institutional policies address and prevent sexual violence through training, education, and certain discipline procedures.

The Board directs the President to ensure that the College complies with Title IX and the laws referenced above. The President is directed and authorized to:

1. Publish and widely disseminate a notice of nondiscrimination on the basis of gender or sex.
2. Designate employees to coordinate Title IX compliance (including compliance with VAWA/Campus SaVE Act, and all other relevant sexual discrimination/harassment/violence legislation).
3. Adopt appropriate grievance and investigation procedures.
4. Implement education and prevention programs for students and employees.
5. Provide resource programs and individualized supportive measures for complainants and respondents of sexual misconduct.
6. Provide written rights, options and information to complainants and respondents of sexual misconduct.
7. Provide training to the campus community on how to prevent, identify and report sex discrimination, including sexual misconduct.
8. Provide training to relevant staff and faculty who participate in the grievance process of alleged violations of sex discrimination, including sexual misconduct.

The President shall prepare and implement College operating procedures that comply with this Board policy and Title IX.

Legal Authority: 1B SBCCC 400.1 through 400.3

Approved: August 18, 2026 [DRAFT]

Previous Edition: April 19, 2011

CONTINUOUS IMPROVEMENT

The College shall ensure continuous improvement and demonstrated achievement of its mission objectives using a systematic approach that includes strategic planning and regular evaluation of Key Performance Indicators (KPI). The President will develop, maintain and evaluate the Strategic Plan along with Key Performance Indicator (KPI) success metrics, and ensure these tools and the associated outcomes meet the intent and standards of the College's institutional accreditor.

The President shall update the Board, at least annually, regarding the College's continuous improvement initiatives associated with the Strategic Plan and KPI outcomes.

Officer Nominating Committee Report:

The committee (Trustee Kevin Roberts, Trustee Dan Roberts, and Trustee Willis) recommended the following slate of officers for 2026-2027:

Dr. Jim Davis– Chair

Mr. Steve Cella– Vice Chair

Dr. Raymond Staats – Secretary

2026 Annual Security Report

Crime Statistics – All Campuses			
Murder/Non-Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0

2026 Annual Security Report

Public Property	0	0	0
Arson	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2023	2024	2025
Weapons	2	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2023	2024	2025
Weapons	1	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

2026 Annual Security Report

Disciplinary Referrals- Public Property	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

*There were no reported Hate Crimes for the years 2023, 2024 or 2025.

**There were no Unfounded Crimes for the years 2023, 2024 or 2025.



2026 Annual Security Report

Crime Statistics – New Bern Campus			
Murder/Non-Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

2026 Annual Security Report

Arson	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2023	2024	2025
Weapons	2	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2023	2024	2025

2026 Annual Security Report

Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

2026 Annual Security Report

Crime Statistics – Havelock Campus			
Murder/Non-Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

2026 Annual Security Report

Arson	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2023	2024	2025

2026 Annual Security Report

Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

2026 Annual Security Report

Crime Statistics – Volt Center			
Murder/Non-Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Fondling	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Incest	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Statutory Rape	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Robbery	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Aggravated Assault	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Burglary	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0

2026 Annual Security Report

Arson	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Hate Crimes	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Domestic Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Dating Violence	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Stalking	2023	2024	2025
On Campus Property	0	0	0
Non-Campus	0	0	0
Public Property	0	0	0
Arrests- On Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Arrests- Public Property	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- On Campus	2023	2024	2025
Weapons	1	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Non-Campus	2023	2024	2025
Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Referrals- Public Property	2023	2024	2025

2026 Annual Security Report

Weapons	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0



800 College Court
New Bern, NC 28562
Tel: 252-638-7261
Fax: 252-637-6112
www.cravencc.edu

Student Achievement Measures: Status Dashboard

Status levels are based on the established baseline and excellence criteria for each student achievement measure.

-  Met Excellence
-  Met Baseline
-  Did Not Meet Baseline

2026 Reporting Cycle Performance Summary

4

Met Excellence

5

Met Baseline

0

Below Baseline

Six-Year Completion Rate

NSC completion within six years at Craven CC or another participating institution.

Result: 45.0%

Met Baseline

Comparison: Baseline 43.5% • Excellence 49.7%

First-Time Student Retention

First-time fall students who re-enroll in the following fall term.

Result: 61.7%

Met Excellence

Comparison: Baseline 52.8% • Excellence 58.8%

NCCCS Performance Measures

Basic Skills Student Progress & Course Success

● Basic Skills Student Progress

Index score based on measurable skill gains for Basic Skills students.

Result: 1.277

Met Excellence

Comparison: Baseline 0.650 • Excellence: 1.236

NCCCS performance measures are reported as index scores based on the underlying outcome rate for each measure. Each measure has a system-established Baseline and Excellence level; the College's result is compared to those levels to determine status.

● College-Level English Success

Index score based on successful completion of a college-level English course within three years.

Result: 1.092

Met Excellence

Comparison: Baseline 0.618 • Excellence: 1.090

● College-Level Math or Science Success

Index score based on successful completion of a college-level math or science course within three years.

Result: 1.048

Met Baseline

Comparison: Baseline 0.631 • Excellence: 1.144

NCCCS Performance Measures:

Progression, Completion, Licensure, & Transfer

 Met Excellence
 Met Baseline
 Did Not Meet Baseline

First Year Progression

Index score based on first-year students earning at least 12 credit hours within the first academic year

Result: 1.003

Met Baseline

Comparison: Baseline 0.898 • Excellence: 1.056

Curriculum Completion

Index score based on curriculum students completing a credential within six years.

Result: 0.850

Met Baseline

Comparison: Baseline 0.781 • Excellence: 1.056

Licensure & Certification Passing Rate

Index score based on institutional passing rates for reported licensure and certification exams.

Result: 0.996

Met Baseline

Comparison: Baseline 0.780 • Excellence: 1.078

College Transfer Performance

Index score based on transfer students' performance after transfer to a four-year institution.

Result: 1.048

Met Excellence

Comparison: Baseline 0.814 • Excellence: 1.047

Legal Authority: NCGS 115D-20(7)

Approved: DRAFT – July 23, 2026

Previous Editions: none

ARTIFICIAL INTELLIGENCE

This policy governs Craven Community College (College) employees and students regarding the responsible, ethical, and secure use of artificial intelligence (AI) in connection with institutional activities. While AI is an important teaching and learning tool for employees and students, this technology must be used in a manner that protects data, upholds institutional integrity, and aligns with the College's mission. The President of the College is authorized to develop and implement Procedures to comply with this Policy.

Scope

This policy applies to all employees and students using AI in their professional and/or academic activities.

Definitions

Employee – For purposes of this policy, an employee means any individual employed by the College, including part-time or full-time faculty or staff, adjunct or visiting faculty, and any student serving in a work study program.

Student – For purposes of this policy, a student means any individual enrolled in courses, classes, or any academic program with the College, including, but not limited to, both degree- and non-degree-programs.

AI Tools and Technology – For purposes of this policy, AI tools or AI technology means any system, software, platform, algorithm, application or tool that uses machine-based logic, machine-based learning, prediction, or generation to analyze data, create content, automate decision-making, or generate, analyze, summarize, translate, or otherwise process, text, images, code, data, audio, or other content. AI tools and AI technology include, but are not limited to, generative AI chatbots, AI-assisted writing and coding tools, AI-powered research platforms, automated grading or feedback systems, AI-based data analytic tools, and other AI-enabled systems. Examples of these tools include, but are not limited to, ChatGPT, Claude, Google Gemini, and Microsoft Copilot.

Personally Identifiable Information ("PII") – For purposes of this policy, personally identifiable information ("PII") means any piece of data that can potentially be used to uniquely identify, contact, or locate an individual. PII includes directly identifiable information such as name, social security number, and other government-issued identifiers as well as indirect identifiers such as gender, race, birth date, and geographic indicators, that may not directly identify an individual on its own but can do so when combined with other information.

Academic Integrity

The College is committed to intellectual honesty. In furtherance of this goal, students shall not submit AI-generated content as their own work *unless* the use of AI has been expressly authorized. When the use of AI is permitted in the completion of coursework, examinations, or other academic assignments, students must disclose the AI tools used, the nature and extent of the use, and the portions of the work substantially assisted by AI.

Employees who use AI tools and technology in preparation of scholarly publications, research outputs, or grant applications must disclose such use in accordance with the applicable standards of the relevant discipline, journal, or funding agency. Where no specific standards exist, employees are encouraged to disclose the use of AI tools and technology in an acknowledgment or methodology section of the work.

Acceptable Use

Subject to any restrictions imposed by individual course instructors, departments, or programs, AI tools and technology may generally be used to:

- Improve productivity, analysis, and content development through brainstorming and idea generation, provided that the final submitted work reflects the student's or employee's own independent analysis and work.
- Support instruction, student engagement, and service delivery.
- Streamline administrative processes and decision-making including scheduling, email drafting, and organizational planning.
- Assist in professional communications and planning.

Prohibited Use

AI tools and technologies must not be used to:

- Input or process sensitive or confidential data, including PII, student records, personnel files, or financial details.
- Make autonomous decisions without human review, especially regarding grades, admissions, hiring, or disciplinary actions.
- To complete examinations, quizzes, or other assessments where the use of such tools has not been expressly authorized.
- Create or distribute content that misrepresents authorship or lacks proper verification, including, but not limited to, submitting work that is substantially generated by AI as one's own original work without proper disclosure and attribution, or in contravention with stated policies on AI use.
- Circumvent institutional processes, compliance regulations, or ethical standards.

- To engage in or facilitate academic dishonesty, plagiarism, fraud, harassment, discrimination, or any other conduct that violates the College's policies or applicable law.

Using AI

When using AI, employees shall:

- Verify the accuracy, fairness, quality, and appropriateness of any AI-generated or AI-assisted content used in any instruction, communication, or grading process.
- Disclose the use of AI as a support tool when used in research, publications, presentations, or in any other, academic or official content. AI should not be the sole creator of such academic or official content.
- Model responsible AI use that reflects the College's values and protects students from overreliance or misinformation.
- Provide supervisory guidance regarding the expectations and extent of usage of AI within departments.
- As instructors, clearly communicate expectations regarding student AI usage in each course and clearly identify whether and to what extent AI tools may be used in the course.

When using AI, students shall:

- Refer to and adhere to the Board Policy (BP) 3.3, *Student Code of Conduct*, as well as the individual course syllabus requirements for using AI technology for class assignments.
- Follow instructor expectations for the use of AI technology for each individual assignment and may only use AI tools in their coursework to the extent such usage is expressly permitted by the instructor.
- Be responsible for the accuracy, completeness, and originality of all work submitted, regardless of the extent of AI usage.
- Not submit AI-generated content as one's original work without proper authorization or disclosure; doing so may result in a failing grade, suspension, or expulsion.

Final responsibility always rests with the employee or student. AI should be used to assist and enhance and not to replace, human oversight, subject-matter expertise, or ethical judgement.

Data Privacy and Security

All students and employees must exercise care when using AI tools to protect confidential, proprietary, and PII. No student or employee shall input, into any AI system, information that is protected under the Family Educational Rights and Privacy Act (FERPA), the Health Insurance Portability and Accountability Act (HIPAA), or any other applicable federal, state, or institutional privacy regulation without prior written authorization from the appropriate institutional authority.

Ethical and Legal Compliance

All AI use must comply with:

- FERPA, HIPAA, and other applicable data privacy laws.
- BP 8.1, *Acceptable Use of College Technology*
- Copyright and intellectual property law and BP 8.3, *Intellectual Property Ownership*, to include appropriate citation of AI-generated materials
- Related College Procedures and Internal Control Processes as promulgated by the President of the College

Violations and Enforcement

Misuse of AI tools, whether intentional or accidental, by employees or students may result in disciplinary action. Employees may be sanctioned in accordance with BP 2.9, *Disciplinary Action Addressing Suspension and Dismissal*. Students may be sanctioned in accordance with BP 3.3, *Student Code of Conduct*.

ND:4897-4814-8653, v. 1



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August 2026

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

The Endowment Investment Portfolio ended the fiscal year at \$4,431,266, a gain of \$691,386 for the year. The Total Fund Balance closed at \$5,905,036 with an overall growth of \$861,235. Taking a historical lookback, the Endowment Investment Portfolio has grown by \$2,522,237 with the Total Fund Balance increasing by \$3,494,811 in the past 10 years, while substantially increasing both institutional and student support.

The Community Fabric Awards was a success, with a net income of \$47,582. Planning is already underway for the 17th annual event. In addition, the Foundation transferred \$24,720 from the Campus Fund and \$34,710 from the Lifetime Learning Center to fund future College initiatives. These combine for an increase of \$107,012 in our reserves. The inaugural Light Up a Life fundraiser event at the Volt Center was also a huge success for the year netting \$90,989 in scholarship funds for students.

The Foundation has made a commitment in the current fiscal year to fund \$685,485 in student assistance. The Foundation is also stepping up to assist with the Student Spaceflight Experiments Program (\$25,000 budgeted) and the Emergency Bookstore Scholarship for College and Career Promise (high school) students (\$25,000). The Foundation scholarships paid in fiscal year 2026 was \$536,078.

The Lifetime Learning Center had a very positive year as individuals traveled and attend events ranging from foreign films in the Orringer Auditorium, day trips to the Durham Performing Arts Center, as well as domestic and overseas travel opportunities.

A key number to remember is 2,713. Last fiscal year the Foundation assisted 2,713 students through scholarships and assistance; covering tuition, required course materials, emergency needs and other related expenses. That is roughly one in four students at Craven last year were assisted by the Foundation.

Respectfully submitted,

Tammy Sherron

Tammy Sherron, President

www.CravenCC.edu/Foundation

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