MINUTES
CAPE FEAR COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 27, 2004, 4:00 PM

The Cape Fear Community College Board of Trustees met in regular session on Thursday, May 27, 2004, at 4:00 pm in the Board Room of the General Administration Building. Mr. Robert W. Martenis, Chair, presided.

Trustees present were: Mr. Martenis; Mrs. Jennifer C. Casey; Mr. W. Allen Cobb, Jr.; Mr. C. Edward Crowell; Mr. Ted Davis, Jr.; Mrs. Lethia S. Hankins; Dr. Mac Murray, Jr.; Mr. William N. Rose; Mrs. Barbara S. Schwartz; Mr. Robert H. Williams; and Mr. Isaac Sandlin. Trustees absent were: Mr. Carl A. Byrd, Sr. and Mrs. Connie S. Yow.

Employees present were: Dr. Eric B. McKeithan, President; Mrs. Pam Barnhardt, Executive Director of CFCC Foundation, Inc.; Mr. Carl Brown, Vice President of Institutional Services; Ms. June Caulder, Administrative Assistant to the President; Mr. David Hardin, Public Information Officer; Ms. Carolyn Oakley, Director of LRC; Mrs. Camellia Rice, Vice President of Business Services; Mr. David Seeger, Interim Vice President of Instruction; Mr. John Upton, Personnel Director; Mrs. Susan Vinson-Greene, Chair, Allied Health Department; and Mr. Rick Zigler, Assistant Vice President of Instructional Operations; and several new employees (see below).

Others present were: Mr. Dan Martin, Attorney, Ward and Smith, and Ms. Adria Mascareno, Interim SGA President.

The meeting opened with The Pledge of Allegiance to the U. S. Flag.

MINUTES

A MOTION was made by Mrs. Schwartz and seconded by Mrs. Hankins to approve the Minutes of the March 25, 2004, Board meeting. Motion passed unanimously.

RECOGNITIONS AND INTRODUCTIONS

New Employees – President McKeithan introduced the following new employees who were in attendance:

Kelle Yusko Medical Sonography Program Director/Lead Instructor, effective 3/29/04
Vilma Legendre Counselor, effective 4/05/04
Patty Allen Secretary, BIG Center, effective 4/19/04
Matthew Magne Small Business Center Coordinator, effective 5/03/04
Retirements – President McKeithan presented plaques of appreciation to the following retiring employees who were in attendance:

Pam Barnhardt Executive Director CFCC Foundation Inc., effective 5/31/04
Susan Vinson-Greene Department Chair, Allied Health, effective 5/31/04

President McKeithan expressed his appreciation to Mrs. Barnhardt for her service to the College as Executive Director of the Foundation. He praised her annual fund drive success (goal of $350,000 – raised $465,000+) and her work to strengthen the Foundation’s infrastructure. Mrs. Barnhardt expressed her thanks to the College.

President McKeithan thanked Mrs. Vinson-Greene for her exemplary leadership in the Allied Health programs and noted that she was the founder of the nursing and other programs at CFCC. He explained that under her leadership students had consistently established outstanding records as they took their licensing tests.

CHAIR’S REPORT

North Carolina Association of Community College Trustees Annual Conference – The conference will be held in Durham on June 10 and 11. President McKeithan and Trustee Carl Byrd plan to attend. Mr. Byrd will be officially elected President of the NCACCT – during the Annual Business meeting held on June 11.

Association of Community College Trustees Regional Leadership Conference – This conference will be held in Baltimore on June 23-26, 2004. The theme of this conference is community economic development.

Summer Graduation – Summer graduation ceremony will be held on August 6 at 7:00 pm in the Schwartz Center.

PRESIDENT’S REPORT

SGA President – President McKeithan thanked outgoing SGA President, Isaac Sandlin, and praised Mr. Sandlin for revitalizing the SGA and his work on College Council. President McKeithan noted in the years he has served as President, Mr. Sandlin stood out in his work and dedication to the college as SGA President.

President McKeithan introduced Interim SGA President, Adria Mascareno, and welcomed her as an incoming Board member.

CFCC Open House Spotlights New Technology – Robots, electric cars, and voice-command computers were the talk on campus at CFCC’s open house held on April 16 for the engineering technology programs. Exhibits and live demos of the programs most recent technological creations were showcased.
Instrumentation Society of America (ISA) District 2 Quiz Bowl Results – Engineering Technology students recently put themselves to the test in competition against a host of their peers from distinguished universities and community colleges from Delaware, Maryland, New Jersey, North Carolina, Virginia, Pennsylvania, Rhode Island, and West Virginia in the District 2 Quiz Bowl of the Instrumentation Society of America. CFCC’s Student Chapter of ISA performed well and was pitted against a team from Penn State’s “Pennsylvania College of Technology” in the final championship match of the quiz bowl. Quick response questions on basic and advanced instrumentation systems and automation theory were posed to each team with the overall winner being the team accumulating the most points in five rounds of questions. CFCC’s score total was 86; Penn State’s score total was 77.

Congratulations to students Patrick Moore, Charlie Newman, Dwayne Speed, and Johnathan Vaughan, District 2 Instrumentation Society of America Quiz Bowl Champs!

CFCC Architecture Students Win Statewide Home Design Competition – CFCC students recently won first and second place at the fourth annual North Carolina Sustainable Building Design Competition held in Raleigh on April 24. CFCC defeated nine other colleges and universities from around North Carolina, including NC State, East Carolina University, and UNC-Charlotte to win the competition.

CFCC’s first place team made up of Chris Bonessi, Jodi Bland, and Will Weir, received a first prize of $5750. The second place team made up of Sean Cameron Mallett, Aaron Olsen, and Danny Tart, received $3500. In addition to winning the contest, the students’ winning design will be built into a full-scale house in Asheville, NC.

CFCC Students win awards at Design Competition - Three CFCC Interior Design students recently won awards in the Otto Zenke Design Competition sponsored by the Carolina’s Chapter of the American Society of Interior Designers.

CFCC students won three spots at the award’s ceremony held on March 27. Julie Cargill won third place and $250 for her entry. Sara Cook and Kathryn Ragno both earned Honorable Mention for their entries.

The project required a design for a restaurant, which met all the necessary codes (including ADA) and space planning requirements with appropriate furniture, materials and finishes. The competition was open to all schools in the Carolina’s Chapter area.

Community Colleges salute Academic Excellence – Community College students from across North Carolina gathered in Raleigh on May 7 for the North Carolina Community Colleges seventh annual Academic Excellence Awards luncheon to celebrate student achievement and recognize some of the most talented students. CFCC’s student representatives were Andrea Padgett – Associate in Arts (Speech Communication) and Melanie Stoneman – Associate Degree Nursing.
CFCC student wins “Center for Inquiry” (CFI) scholarship – CFCC student, Katherine Allen has been awarded a $350 scholarship by the Center for Inquiry. Ms. Allen’s essay was selected as one of six winners from across the nation. She will use the money to attend CFI’s conference on “Science and Ethics” held in Canada.

Dental Hygiene – The graduating class of 2004 received a 100 percent passing rate from the National Board. State Boards for this class will be taken on June 11 and 12.

COMMITTEE REPORTS

Finance Committee

State and County Budget Summary – The State and County budgets are on target with approximately 83 and 87 percents respectively expended.

Interest Income Report – The interest rates for the BB&T accounts are .50 percent for each account. The State Treasurer’s interest rate is 2.968 percent which is good. The interest earned during the month of April is $7477.43.

Curriculum Committee

Associate Degree in Fine Arts – CFCC has had requests to offer an Associate Degree in Fine Arts with a Drama Pre-major. In order to offer that degree, CFCC must first offer the Associate in Fine Arts degree. The humanities department under Mr. Frank Carter’s leadership has grown tremendously in the past year. The department is sponsoring plays, art exhibits, concerts, and other community oriented activities. A MOTION from the Curriculum Committee to the Board recommended approval of the addition of this degree in the fall of 2004. Motion passed unanimously.

Associate Degree in Fine Arts Drama Pre-Major – CFCC has had requests to offer an Associate Degree in Fine Arts with a Drama Pre-major. A MOTION from the Curriculum Committee to the Board recommended approval of the addition of this degree in the fall of 2004. Motion passed unanimously.

Administrative and Personnel Committee

Annual Goals 2001-2005 – The Annual Goals for 2001–2005 were approved by the Board of Trustees on March 28, 2001. These goals were reviewed for information only.

Board of Trustees Evaluation Policy – The Administrative and Personnel Committee reviewed the Evaluation Policy and made no recommendations to the Board for changes.
Evaluation Packet – The evaluation packet for President McKeithan was distributed to Board of Trustees’ members. The evaluation form is to be returned in the envelope enclosed in the packet to June Caulder by June 15, 2004.

Nominating Committee

Mr. Martenis appointed a Nominating Committee to present a slate of officers (Chair, Vice Chair, and Secretary) to serve for the 2004-2005 year to be voted on at the July 22 Board of Trustees meeting. The Committee consists of Judge Cobb, Mrs. Casey, and Mr. Byrd. Judge Cobb will serve as Chair of the Nominating Committee.

OTHER REPORTS

SGA Report

Mr. Sandlin reported that the SGA would remain active throughout the summer and planned to continue building North Campus participation in the fall. He thanked the Board of Trustees for their support and stated his role as SGA President had been challenging and rewarding. The Board of Trustees thanked him for his dedication and expressed their appreciation for his hard work.

Mr. Sandlin introduced Ms. Adria Mascareno, Interim SGA President.

Foundation Report

Mrs. Barnhardt reported that the Foundation raised $465,000 to date in its annual fund drive which represents $115,000 over its goal of $350,000. Mrs. Barnhardt stated that two more significant gifts are in the works. The total in the Foundation account is $1,807,307.

The gifts-in-kind from March to May 24 totaled $15,581.88.

Announcements

CFCC will host the State Board of Community Colleges’ retreat to be held in Wilmington on October 13-15, 2004. It will give CFCC a chance to showcase the college and present any issues to the State Board.

Executive Session

The Board of Trustees went into closed session pursuant to N.C.G.S. Section 143-318.11(a)(6) to discuss a Personnel matter.

The Board returned to open session. A MOTION was made by Mr. Davis and seconded by Mr. Williams to offer the position of Executive Director of CFCC
Foundation, Inc. to the number one choice recommended by the President and if that person did not accept then proceed to the second choice. Motion passed unanimously.

Planning Committee

President McKeithan stated that because of enrollment growth, CFCC would need to acquire additional property. CFCC still has $11 million from the bond referendum to designate for a project. President McKeithan asked that the Board of Trustees authorize him to spend up to $15,000 to get appraisals of two pieces of property. A MOTION was made by Mr. Williams and seconded by Mr. Murray to authorize President McKeithan to spend up to $15,000 for a MAI appraisal and architectural evaluation of the two properties. Motion passed unanimously.

NEXT MEETING – July 22, 2004

Meeting adjourned at 5:40 pm.

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Eric B. McKeithan, Secretary

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June M. Caulder, Recording Secretary