The Cape Fear Community College Board of Trustees met in regular session on Thursday, July 28, 2005, at 4:00 pm in the Board Room of the General Administration Building. Mr. Eddie Crowell, Chair, presided.

Trustees present were: Mr. Crowell; Mr. Carl A. Byrd, Sr.; Mrs. Jennifer C. Casey; Mr. W. Allen Cobb, Jr.; Mr. Ted Davis, Jr.; Dr. Mac Murray, Jr.; Mr. William Rose; Mrs. Robert Williams; Mrs. Barbara Schwartz; and Ms. Linda Wilson. Trustees absent were: Mrs. Lethia Hankins, Mr. Ken McGee, and SGA President.

Employees present were: Dr. Eric B. McKeithan, President; Mr. Carl Brown, Vice President of Institutional Services; Ms. June Caulder, Executive Administrative Assistant to the President and Executive Vice President; Mrs. Carol Cullum, Vice President of Student Development; Mr. David Hardin, Public Information Officer; Mr. Dan Hickman, Executive Vice President; Mrs. Camellia Rice, Vice President of Business Services; Mrs. Margaret Robison, Executive Director of CFCC Foundation, Inc.; Ms. Gerry Shaver, Vice President of Institutional Effectiveness; Mr. John Upton, Personnel Director; Mr. Rick Zigler, Vice President of Instruction, and several new employees (see below) and retiree, Mr. Ray Brandi, Department Chair – Marine Technology.

Also present was: Mr. Dan Martin, Attorney Ward & Smith.

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

OATH OF OFFICE

Mr. Ted Davis, Jr., reappointed by the New Hanover County Board of Commissioners, and Ms. Linda Wilson, appointed by Governor Mike Easley, were administered the oath of office. Terms are for four years, ending in 2009.

ELECTION OF OFFICERS 2005-06

Dr. Murray, Chair of the Nominating Committee, reported that the Nominating Committee (Dr. Murray, Mrs. Hankins, Mr. Williams) recommended the following officers for 2005-06: C. Edward Crowell, Chair; Jennifer Casey, Vice-Chair; Eric McKeithan, Secretary; and June Caulder, Recording Secretary. A MOTION from the Nominating Committee to the Board
of Trustees recommended approval of the officers as presented. Motion passed unanimously.

MINUTES

A MOTION was made by Mrs. Casey and seconded by Dr. Murray to approve the Minutes of the May 26 and June 27, 2005 Board meeting. Motion passed unanimously.

RECOGNITIONS AND INTRODUCTIONS

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

- Eleanor Davis               Accounts Payable Technician, effective 5/23/05
- Lori DeBruhl                Administrative Assistant to VP of Student Development, effective 6/20/05
- Diane Badakhsh             Assistant to VP of Student Development, effective 6/01/05
- Rebecca Berger             Clinical Coordinator Radiography, effective 7/18/05
- Ashley Do                  Assistant UNIX System Administrator, effective 7/18/05

Retirements – President McKeithan presented a plaque to Mr. Ray Brandi, Department Chair of Marine Technology, in appreciation for his years of service to CFCC. Ray was a graduate of CFCC’s Marine Technology Program and began working at CFCC in 1976. He retires on August 1, 2005. President McKeithan thanked Ray for his dedication and attributed the success of the Marine Technology Program in great part to him.

Mr. Brandi thanked the Board of Trustees and administration for support through the years.

CHAIR’S REPORT

Welcome New Member

Congratulations to Ms. Linda J. Wilson on her appointment to the CFCC Board of Trustees. She was appointed by Governor Mike Easley for a four-year term that will expire on June 30, 2009. Ms. Wilson previously served on our Board in 1999-2000.

Reappointment

Congratulations to Trustee Ted Davis, Jr. reappointed for another four-year term by the
New Hanover County Board of Commissioners. His term expires on June 30, 2009.

Committee Appointments

A list of current committee assignments will be sent to you by email and a copy is included for Trustees in their packet. Please review your committee assignments for 2004-05 and let me know if you want to continue to serve on the current committee for 2005-06.

Association of Community College Trustees (ACCT)

A Community College Leadership Congress is planned at the 2005 ACCT meeting to be held in Seattle, Washington. The dates of the meeting are September 7-10, 2005. The deadline date for hotel reservations is August 9 so anyone planning to attend needs to contact June Caulder with travel plans by August 5 so paperwork can be completed.

A session to be held on September 10, with acclaimed author Dan Korem, who wrote *Rage of the Random Actor – Disarming Catastrophic Acts and Restoring Lives* has been added to the agenda for this meeting.

PRESIDENT’S REPORT

North Carolina Association of Community College Presidents (NCACCP)

The NCACCP Summer Conference was held at Southwestern Community College the week of July 18.

Executive Vice President

Mr. Dan Hickman was appointed Executive Vice President effective June 1, 2005. He had served as Interim Executive Vice President and Vice President of Instruction.

Vice President of Instruction

Mr. Rick Zigler has been appointed Vice President of Instruction, effective August 1, 2005. Mr. Zigler joined CFCC in 1995 and was appointed Department Chair in Business in 1999. Since 2003, he has served as Assistant Vice President of Instructional Operations and during Mr. Hickman’s military deployment to Iraq, Mr. Zigler teamed up with Mr. David Seeger, Provost North Campus, to share the duties of the Vice President of Instruction.

Coca-Cola Scholars Foundation

PTK President/CFCC Business Office employee, Mrs. Sara Gaither, will receive a $1,000 scholarship from the Coca-Cola Scholars Foundation.

Building Code Council

Governor Mike Easley appointed Mr. David Smith, CFCC Lead Instructor Light

Sea Devil Volleyball Team

The Sea Devil Volleyball Team will host the CFCC SandBlast Volleyball Tournament on Saturday, August 6, at Captain Bill’s Backyard Grill. All proceeds from the tournament go to the Sea Devil Club, which is the backbone of financial support for student athletes.

Art Exhibit

An exhibition from students in the Printmaking I class will be held in the LRC beginning at 12 noon on July 21 and extending through August.

Wooden Boat Show

The sixth annual Wooden Boat Show was held the weekend of July 23rd. A crowd of 3,000-4,000 people visited CFCC to see demonstrations, over 50 exhibits, and the special projects the students had completed.

Lateral Entry Training of High School Teachers by Community Colleges

The General Assembly has approved community colleges for lateral entry training for high school teachers. Central Piedmont CC has an on-line program and will share with other community colleges interested in this program. The implementation date for this program is May 2006.

$500,000 for Design of new Marine Technology Vessel

The North Carolina House and Senate versions of the state budget both contain $500,000 for the employment of a marine architect to design a replacement vessel for the aged R/V Dan K. Moore. It is estimated that construction costs of the new vessel will be $5.5-$6 million, and the funds will be sought in the 2006 session of the General Assembly. Special thanks go to Senator Julia Boseman and Representatives Danny McComas, Carolyn Justice, and Thomas Wright for securing this appropriation.

1% Budget Cut and 1.25% Reversion Reserve

Recurring community college budgets were cut by 1% by the General Assembly, decreasing CFCC’s recurring appropriations by $247,635 (see ATTACHMENT 4A). In addition, increases in community college tuition reportedly price many low-income citizens out of the educational market, thereby actually lowering tuition receipts on a statewide basis. Additionally, more tuition-exempt students (law enforcement, firefighters, rescue personnel, senior citizens, currently enrolled high school students, prison inmates, etc.) are being served, leaving a continuing structural deficit in community college budgets, necessitating the 1.25% reserve for an anticipated shortfall in receipts (see ATTACHMENT 4B).
**State of Budget Allocations/Salary Increases**

The House and Senate versions of the state budget are being discussed by the Conference Committee of the General Assembly (see ATTACHMENT 4C). Many speculate that these matters may be resolved as early as next week. At a minimum, CFCC must award salary increases as approved by the General Assembly. We also plan to continue our longstanding practice of giving equivalent salary increases to all employee groups, provided that funding is sufficient. Additionally, we hope to also continue our practice of giving improved salary increases, but we will not know whether that is possible until we receive CFCC’s formula allocation and assess the combined operational requirements of budget cut, 1.25% receipts reserve, and other aspects of that allocation.

**2005-06 Equipment Allocation**

The General Assembly increased the NCCCS equipment allocation by $10 million for 2005-06, $500,000 of which is set aside for CFCC to hire a marine architect to design a new marine technology vessel. Not including that $500,000, CFCC’s share of recurring and new equipment allocations is $863,856 (see ATTACHMENT 4D), more than twice that of last year but only about 40% of annual requests from faculty and staff.

**COMMITTEE REPORTS**

**Facilities and Equipment Committee**

The Facilities and Equipment Committee met on June 13, 2005 to discuss design plans for a parking deck and cosmetology. After discussion, Mr. Claywell of LS3P Boney Architects stated that the design time for the parking deck would be approximately 3 months and cosmetology areas would take approximately 3-4 months. A preliminary design will be available shortly.

**Finance Committee**

*Student Accident Insurance* – Student Accident Insurance is provided to students at no cost to them. This insurance covers injury for students attending college, participating or attending college-sponsored events, and traveling between college and college-sponsored events. Maximum benefit is $15,000 per accident and the maximum for athletes is $25,000. The cost ($1.25 per student per semester) to the college comes from bookstore revenue. A MOTION from the Finance Committee to the Board of Trustees recommended approval of this insurance. Motion passed unanimously.

*State Budget Balance Report as of June 30, 2005* – A balance of $60,621.3 carried forward to 2005-06. No equipment money carried forward this year.
State and County Budget Summaries – The state and county budgets were reviewed and were on target for this point in the fiscal year.

Interest Income – Both BB&T accounts are earning 2.28% with the State Treasurer account earning 2.78%. The interest earned during the month of June was $9,290.36.

Administrative and Personnel Committee

President’s Evaluation Results – Mr. Byrd, Chair of the Administrative and Personnel Committee, reported that the results of the evaluations were extremely favorable. This evaluation was reviewed with President McKeithan on July 25, 2005. A letter will be mailed to President Lancaster, NCCCS.

Mrs. Casey, Vice-Chair of the Board of Trustees, reported that she was disappointed in the fact that not every trustee had sent in their evaluation form. She reminded trustees that this is a very important duty of a trustee.

OTHER REPORTS

SGA Report – no report

Faculty Association – no report

Foundation Report – Mrs. Margaret Robison, Executive Director of CFCC Foundation, Inc., reported that Foundation donations were off to a great start with over $162,000 raised at the recent luncheon function at the North Campus. The total endowed and non-endowed funds as of June 30 were $2,304,483.14.

Mrs. Robison reminded everyone to mark their calendar for October 28 when the Sea Devil and Sea Hawk (UNCW) Clubs will sponsor a night of music and dance with the band “Right On” at the Schwartz Center. Tickets will sell for $25.00 each for this event.

ANNOUNCEMENTS

Graduations will be held on July 29 at 4:00 and 7:00 pm.

Mr. Crowell suggested that the Board have a retreat to assess where we are and plans for
the future. A MOTION was made by Mr. Byrd, seconded by Mr. Williams, to plan a retreat of
the Board of Trustees. Motion passed.

Mr. Crowell will not be at the September 22 meeting of the Board of Trustees. Mrs.
Casey will preside.

NEXT MEETING:   SEPTEMBER 22, 2005, AT 4:00 PM.

Meeting Adjourned at 5:15 pm.

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Eric B. McKeithan, President/Secretary

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June M. Caulder, Recording Secretary