

MINUTES
CAPE FEAR COMMUNITY COLLEGE
BOARD OF TRUSTEES
MAY 23, 2019
5:00 PM

Following proper public notifications on May 17, 2019, and a determination that a quorum was present, the Cape Fear Community College Board of Trustees met in regular session on Thursday, May 23, 2019, at 5:00 pm in the Board Room of the Union Station Building. Ms. Ann David, Chair, presided.

Trustees present were: Ms. Ann David, Chair; Mr. Jonathan Barfield; Mr. Louis A. Burney, Jr.; Mr. William Cherry; Mr. Robby Collins; Mr. Jimmy Hopkins; Mr. Bruce Moskowitz; Ms. Mary Lyons Rouse; Mr. Mat White and Mr. Luis Mendoza. Trustees not present: Mr. A.D. “Zander” Guy; Ms. Patricia Kusek; Mr. John F. Melia and Mr. Bruce Shell.

Employees present were: Mr. James Morton, President; Ms. Melissa Singler, Executive Vice President; Ms. Joann Ceres, Vice President of Student Services; Ms. Michelle Lee, Senior Executive Assistant and Liaison to the Board; Mr. Kumar Lakhavani, Director Information Technology Services; Mr. David Kanoy, Executive Director of Capital Projects and Facilities; Meghan Merritt, Director of Philanthropy; CFCC Foundation; Debi Causey, Coordinator, Events; Jessica Kiser, Instructor Dental Hygiene; Melissa Peterson, Dental Hygiene Instructor; Joanne Ceres, Vice President of Student Services and Enrollment Management; Emily Holt, Senior Administrative Assistant, Continuing Education; Veronica Godwin, Executive Director CFCC Foundation; Dr. Jason Chaffin, Vice President for Academic Affairs; Ms. Ms. Lynn Criswell, Dean of English and Social Science, Mr. John Downing, Dean Continuing Education and other employees (see below).

Others present were: Mr. Alex Dale, Attorney Ward & Smith

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

CONFLICT OF INTEREST

Ms. David read the conflict of interest statement issued by the North Carolina Board of Ethics reminding trustees to declare any conflict of interest or appearance of conflict with respect to any matters coming before the Board on this date and refrain from any undue participation in the particular matter involved.

MINUTES

A MOTION was made by Mr. White and seconded by Mr. Cherry to approve the March 28, 2019, minutes as presented. Motion carried unanimously.

RECOGNITIONS AND INTRODUCTIONS

Ms. Jennifer Morgan introduced the following new employees in attendance.

Kasey Price, Program Director Pharmacy Technology

Tammy Harrell, Graphic Artist/Designer
Monica Stone, Sr. Assessment Retention Specialist
Kelli Tingen, Academic Success Coach Title III Programs
Tonnia Graham, Academic Success Coach Title III Programs

Retirements

Ms. Barbara Brown, Institutional Researcher and Ms. Patsy Lackey, Administrative Assistant, CFCC Foundation were given a plaque and thanked for their dedicated service to CFCC.

CHAIR'S REPORT

Nominating Committee

The Nominating Committee will announce candidates for officers of the Board of Trustees at the July 18, meeting.

Members of the Nominating Committee will announce nominees for the positions of Chair, Vice-Chair, Secretary, and Recording Secretary. Ms. Mary Lyons Rouse will serve as Chair of the Nominating Committee with members being Mr. John Melia and Mr. Zander Guy.

Graduation

Thank you to all members of the board who attended the Spring Graduation. Summer Graduation is set for Friday, August 2, 2019. It has not been determined yet if there will be one or two ceremonies. More details will follow.

GOE

Thank you to all members of the Board of Trustees for your support of the GOE event. The board had 100 percent participation.

PRESIDENT'S REPORT

Commencement Ceremonies

This year we Ms. Laura Pappano was the guest speaker and he seemed to be well received by the faculty, staff, guest and students. Over 500 students participated in the three commencement ceremonies. Total students graduating for the academic year totaled 1351.

Teaching Academy Graduation

The Teaching Academy Graduation was held on April 17, 2019. A total of 40 instructors graduated, representing over 25 different academic disciplines.

Enrollment

Currently enrollment for summer is up 2.8 percent compared to the same point in time as last year.

NCACCP Meeting

Attended the NCACCP meeting in Raleigh on May 8, 2019.

GOE Update

Gift of Education (GOE) was held in the Wilson Center on May 16, 2019.

Dental Hygiene

The Dental Hygiene Program is happy to share that we have a 100 percent pass rate for students on the National Boards for Dental Hygiene. We are very proud of our students and our dedicated team of instructors.

Vet Med Tech Accreditation

The Vet Med Tech Program received the final accreditation and graduated the first class of students.

Hurricane Update

The college has been working tirelessly to close out the hurricane damage claims. David Kanoy, Barbara Evans and Christina Greene deserve a special thanks for their hard work in completing these tasks.

Safety Plan

The Campus Safety Plan has been updated and has gone through many reviews by the college staff and Sherriff's Department. This will be a living document and will be reviewed yearly.

SACS/COC

The College is currently prepping for the upcoming 5 year SACS/COC review.

Enrollment for Fall

Registrations for the Fall semester are currently up 8.7 percent and applications are currently up 31.69 percent compared to the same time last year.

State Board and State Foundation Board

Both the NCCCS State Board and Foundation Board will hold their September meeting on the CFCC Downtown Campus. The groups will be on campus from September 18-20, 2019.

Student Services

Student Services will hold a Financial Aid Open House on May 28 at the Downtown Campus and May 30.

Saturday One-Stop Shops will be held every month until August.

There will be Spanish interpreters will be available at CFCC FAFSA night.

Board of Education

A presentation was given to the New Hanover County Board of Education regarding Career Coaches at the May 7, 2019, Board of Education meeting.

Success Coaches

Two Success Coaches as well have two Advisors have been hired.

Lineman Program

The CFCC Lineman Program has 50 students for the class starting in July. The last class had a 97 percent pass rate with the average rate of 50 percent state-wide.

COMMITTEE REPORTS

FACILITIES & EQUIPMENT COMMITTEE

County Funded Projects

President Morton reviewed the following reports.

New Hanover County

New Hanover County Capital Outlay Projects 2015-2016 Status Summary Report									
		Encumbrances - Subtotals							
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget	Remaining	Status and Estimated	Completion Date
7	Red Cross Streetscape Project - Replace or Retrofit Exterior Lighting at Wilmington Campus	\$15,500.00	\$260,573.00	\$3,067.09	\$279,140.09	\$279,140.09	\$0.00	Awaiting COW agreement on Partial City funding of \$77,978, ready to proceed	

Pender County

Pender County Capital Outlay Projects 2017-2018 Status Summary Report									
		Encumbrances - Subtotals							
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget	Remaining	Status and Estimated	Completion Date
2	Burgaw Center - Two Fume Hoods with exhausts for Rooms 200 & 201	\$2,200.00			\$2,200.00	\$74,769.77	\$72,569.77	Construction Summer 2019	

Pender County Capital Outlay Projects 2018-2019 Status Summary Report

		Encumbrances - Subtotals						
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget	Remaining	Status and Estimated Completion Date
1	Burgaw Center - Install Canopy for Covered Eating & Outdoor Classes					\$45,000.00	\$45,000.00	Design
2	Burgaw Center - Fix Drainage Issues Mechanical Yard (HVAC Area) and Center Front Parking Lot					\$15,000.00	\$15,000.00	Design
5	Burgaw Center- BC Upfit	\$16,250.00	\$155,996.60	\$0.00	\$172,246.60	\$180,000.00	\$7,753.40	Construction Completion June 2019
5	Burgaw Center- BD Upfit							Construction Completion TBD-specifying welding exhaust system

Connect NC Bond Projects

Connect NC Bond Projects - Status Summary Report								
		Encumbrances - Subtotals						
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget	Remaining	Status
2	CFCC "K" Building Collision Repair & Refinishing Technology Renovation	\$62,500.00	\$524,900.00	\$1,958.76	\$589,358.76	\$718,000.00	\$128,641.24	Contract under SCO Review, Summer Start of Construction
3	CFCC "W" Building Emmart & Burnett Renovation	\$178,500.00	\$1,574,000.00	\$17,411.58	\$1,769,911.58	\$2,000,000.00	\$230,088.42	Construction is underway , Completion August 2019
4	Buildings "A,S,N" 411 N. Front St. Repair & Renovation Projects	\$304,400.00		\$3,840.00	\$308,240.00	\$2,990,685.00	\$2,682,445.00	60% drawings under SCO review expected back early July

Change Order – W Building

A discussion was held regarding additional funds needed for selective repairs and replacement to restore the roof on the W Building.

A MOTION was made by Mr. White and seconded by Mr. Cherry to approve a change order for the W Building scope of work not to exceed \$130,000. Motion approved unanimously.

FINANCE COMMITTEE

Write off of Uncollectible Debt

Mr. Morton presented the following information for uncollectible debts.

A MOTION was made by Mr. Burney and seconded by Ms. Rouse approve the write off of uncollectible debt of \$192,295.21. Motion passed unanimously.

State Budget Revision

A MOTION from the Finance Committee recommends approval by the Board of Trustees of the State Budget Revision for an increase of \$29,415 for April 2019. Motion carried unanimously.

State Budget Summary

The State Budget Summary reported 81.07 percent of the budget had been expended as of April 2019.

County Budget Summary

The County Budget Summary reported 76.07 percent of the budget had been expended as of April 2019.

Institutional Funds Update

Mr. Burney reviewed the April, 2019 report with the Committee. No items were of concern at this time.

Wilson Center Quarterly Report

President Morton reviewed the Wilson Center Quarterly Report. No concerns were noted.

Revenues

Account Name	Budget	Actual	Difference	YTD Budget	YTD Actual	YTD Difference
Sales-Concessions	22,500	30,366	7,866	180,000	198,182	18,182
Sales-Tickets	355,500	640,483	284,983	2,844,000	3,083,385	239,385
Sales Tax Revenue	26,460	42,531	16,071	211,680	240,460	28,780
Refunds / Discounts	-6,750	-29,854	-23,104	-54,000	-128,394	-74,394
Parking Revenue	7,650	8,924	1,274	61,200	55,459	-5,741
State Funding	4,228	4,732	504	38,049	42,879	4,830

Merchant Percentage	1,170	2,044	874	9,360	7,949	-1,411
Membership Sales	0	0	0	65,000	69,500	4,500
Sponsorship Revenue / Grants	1,667	18,272	16,605	15,000	154,636	139,636
Advertising Sales	2,083	0	-2,083	18,750	11,000	-7,750
Other Income	583	1,982	1,399	5,250	14,612	9,362
Additional Staff & Equipment Fees	22,500	47,034	24,534	180,000	323,880	143,880
HFAC Facility Fee	22,500	50,467	27,967	180,000	241,522	61,522
Rental Income	8,550	9,150	600	68,400	104,944	36,544
Total	468,641	826,132	357,491	3,822,689	4,420,015	597,326

State Expenses

Account Name	Budget	Actual	Difference	YTD Budget	YTD Actual	YTD Difference
FT Professional Staff	3,161	3,540	380	28,445	32,232	3,788
Social Security	242	265	23	2,176	2,284	108
Retirement	596	668	72	5,365	6,079	714
Medical Insurance	229	259	30	2,064	2,284	220
Total	4,228	4,732	504	38,049	42,879	4,830

Institutional Exp.

Account Name	Budget	Actual	Difference	YTD Budget	YTD Actual	YTD Difference
FT Prof. Staff	37,500	36,089	-1,411	337,500	340,804	3,304
PT Prof. Staff	4,583	3,013	-1,571	41,250	25,333	-15,917
PT Support	4,583	12,740	8,156	41,250	98,332	57,082
PT Tech/ParaProf	15,300	24,675	9,375	122,400	206,753	84,353
Stud. Sal. Non-Ins	3,150	2,577	-573	25,200	2,948	-22,252
Social Security	4,481	5,671	1,190	42,921	50,076	7,155
Retirement	5,833	6,806	973	52,500	61,284	8,784
Medical Insurance	3,500	4,408	908	31,500	36,334	4,834
Security/Parking Service	2,083	1,466	-617	18,750	12,809	-5,941
Other Contracted Services	263,250	468,724	205,474	2,106,000	2,267,375	161,375
Office Supplies	1,500	3,403	1,903	13,500	19,830	6,330
Other Supplies	5,000	3,987	-1,013	45,000	49,139	4,139
Purchases for ReSale	8,750	8,686	-64	78,750	76,522	-2,228
In State Travel	333	359	26	3,000	1,198	-1,802
Out of State Travel	1,250	0	-1,250	11,250	26,851	15,601
Advertising Performances	24,583	51,828	27,244	221,250	370,199	148,949
Wilson Center Marketing Expenses	7,083	0	-7,083	63,750	7,521	-56,229
Other Current Expenses	1,667	2,152	485	15,000	8,909	-6,092

Electronic Processing Fee	16,650	29,287	12,637	133,200	188,281	55,081
Cash Overage/Shortage	27	12	-15	216	142	-74
Entertainment and Social	83	896	812	750	3,010	2,260
Performance Contract Expense	18,000	36,526	18,526	144,000	170,153	26,153
Rental/Lease Other Equipment	2,470	663	-1,807	19,757	11,183	-8,574
Other Comp. Softw. Applications	208	0	-208	1,875	2,420	545
Memberships & Dues	292	0	-292	2,625	9,369	6,744
Maintenance	417	0	-417	3,750	0	-3,750
Sales Tax Expense	26,460	42,531	16,071	211,680	240,460	28,780
Non-Capitalized Equipment	1,667	0	-1,667	15,000	235	-14,765
Non-Capital.Equip.\$1k	188	7,077	6,889	1,695	7,077	5,382
Total	460,893	753,575	292,682	3,805,319	4,294,548	489,229
Profit & (Loss) Totals	3,520	67,825	64,305	-20,679	82,588	103,267
Utilities Supported by County	12,000	9,041	-2,959	109,000	100,070	-8,930
Student Support Fees	5,850	10,361	4,511	46,800	56,833	10,033
Student Support Expenses	0	0	0	0	21,648	21,648
Sales Tax Revenue - State	17,955	28,861	10,906	143,640	163,169	19,529
Sales Tax Revenue - County	8,505	13,671	5,166	68,040	77,291	9,251
Total Tax Revenue	26,460	42,531	16,071	211,680	240,460	28,780

Dreams Annual Report

A page in the Dreams Report was dedicated to the Wilson Center. A copy was presented to all members of the Board of Trustees.

Foundation Quarterly Report

President Morton reviewed the following report.

Cape Fear Community College Foundation Quarterly Report **Current Year to Date Ending: March 31, 2019**

Cash Balances (BB&T and Live Oak)

	6/30/2018	3/31/2019
Unrestricted Funds	\$160,767	\$185,575
Restricted Funds	\$1,646,771	\$1,442,983
Scholarship Reserve (Restricted)	\$250,000	\$250,000

Schwartz Center Renovation Campaign	\$283,076	\$313
Total Cash Balance:	\$2,340,614	\$1,878,871

Cash Received FYTD (BB&T)

	6/30/2018	3/31/2019
Total Received FYTD	\$2,400,081	\$1,035,031
HFAC Pass Through for Programs	\$0	\$0
Cash Gifts & Pledge Payments YTD	\$2,400,081	\$1,035,031
Total Number of Donors YTD	1257	710
Total Number of Gifts YTD	3417	1707

CFCC Endowment (Wells Fargo - Restricted)

3/31/2019

Beginning Balance July 1, 2018	\$9,833,416
Interest & Dividends	\$150,377
Fees Fiscal YTD	-\$22,666
Deposits Fiscal YTD	\$766,800
Withdrawal	-\$100,452
Net Realized and Unrealized Gains/Loss	\$78,033
Ending Balance Endowed:	\$10,705,508

Pledges	3/31/2019	Past Due as of 6/30/18	Due FY 18-19	Due FY 19-20	Due FY 20-21	Due FY 21-22	Due FY 22-23
Beginning Pledges Outstanding July 1	\$439,977.36						
New Pledges Received YTD	\$103,473.00						
Ending Pledge Balance:	\$217,752.84	\$36,282.73	\$65,876.06	\$77,627.60	\$17,966.45	\$15,000.00	\$5,000.00

Administrative & Personnel Committee

Personnel

Mr. David Kanoy has assumed the responsibility for Custodial Services. David Kanoy's new title will be Executive Director of Capital Projects and Facilities.

A MOTION from the Administrative & Personnel Committee recommends to the Board of Trustees the approval of Mr. David Kanoy as Executive Director of Capital Projects and Facilities.

President's Evaluation

A MOTION was made by Mr. Cherry and seconded by Mr. White to go into closed session pursuant to North Carolina General Statute Section 143-318.11(a)(6) to discuss Personnel matters. Motion carried unanimously.

The Board returned to open session, no action was taken.

Ms. David stated that President Morton's evaluation has been completed and that the results are very favorable. A meeting will be held immediately after the Board of Trustees meeting to go over the results of the evaluation with the President. Mr. Morton thanked the Board and his team of faculty and staff for their efforts to move the college forward.

Academic Warning and Probation Policy – Update

President Morton reviewed the following policy update.

A MOTION from the Administrative & Personnel Committee recommends to the Board of Trustees approval of the Academic Warning and Probation Policy as presented. Motion carried unanimously.

Academic Warning and Probation Policy

Students whose cumulative grade point averages fall below Satisfactory Progress Standards (Cumulative 2.0 GPA) for any given semester will be placed on academic warning for the following semester. The notice of the warning will be sent to the students and their faculty advisor for documentation only. Students on academic warning are encouraged to access CFCC resources including the Learning Lab, Counseling, enrolling in ACA 111 or ACA 122, advisors, Disability Support Services, and/or Career Services.

Students on academic warning whose cumulative grade point average remains below the Satisfactory Progress Standards (Cumulative 2.0 GPA) for the subsequent semester will be placed on academic probation for the upcoming semester. Students on academic probation are required to meet with an Academic Success Coach to discuss strategies for success before registering for classes. In addition, during the fall and spring semesters, students on academic probation may register for a maximum of ten (10) credit hours after meeting with their Academic Success Coach. These students will also be required to register for "*Improving Study Skills*" (ACA-085) as one of their allowable 10 credit hours. During the summer session, students on academic probation may register for one course per session but not more than two for the entire summer semester.

Furthermore, students on academic probation whose cumulative grade point average remains below the Satisfactory Progress Standards (Cumulative 2.0 GPA) in any subsequent semester thereafter will remain on academic probation until the satisfactory progress standard (Cumulative 2.0 GPA) is met. Students continuing on academic probation are required to meet with an Academic Success Coach two (2) separate times during each semester and may register for a maximum of six (6) credit hours per semester until their cumulative GPA reaches 2.0.

Students receiving financial aid must maintain satisfactory academic progress (SAP) to be eligible to continue to receive funding. All earned grades will be used to determine a student's compliance with the 2.0 cumulative GPA requirement, and all attempted hours will be included in the calculation of maximum time frame.

Student Appeals Process For Coursework Done At Institutions Lacking Regional Accreditation Policy

President Morton reviewed the following new policy.

A MOTION from the Administrative & Personnel Committee recommends to the Board of Trustees approval of the Students Appeals Process for Coursework Done at Institutions Lacking Regional Accreditation Policy as presented. Motion carried unanimously.

Student Appeals Process for Coursework Done at Institutions Lacking Regional Accreditation Policy

Transcripts from institutions that are not regionally accredited are not evaluated by CFCC since the coursework is not generally accepted. A student may request to have the chairperson of the department under which the transfer coursework falls review the coursework to see if it may be accepted by CFCC. If the chairperson decides to award credit, he or she must notify the Registrar's office in writing, who will then post the appropriate credit to the student's record. It is the student's responsibility to provide all the documentation necessary to complete the evaluation, including course descriptions, syllabi, and any other materials requested by the department chair. Any final decision regarding the acceptance of credits from unaccredited institutions is subject to approval by the Vice President of Academic Affairs. For information about requesting an evaluation of credits from an institution without regional accreditation, the student should contact the Registrar's office.

Suggested updates to the Compensatory Leave sections of the Handbook to align with the NC State Office of Human Resources State Human Resources Manual.

President Morton reviewed the following policy update.

A MOTION from the Administrative & Personnel Committee recommends approval by the Board of Trustees of the Compensatory Time Policy Update. Motion carried unanimously.

5.9.3 Compensatory Time

The College awards compensatory time off in lieu of payment for overtime to non-exempt employees at the rate of one and one half hours for each hour beyond regularly assigned 40 weekly work hours performed Monday through Friday. If overtime occurs on weekends or holidays, the ratio moves to two to one. Supervisors should make every effort to avoid situations that require a non-exempt employee to exceed the 40-hour workweek. In no case is a non-exempt employee to schedule himself/herself for overtime work.

Amount Earned

Compensatory leave is earned only after a non-exempt employee has worked 40 hours during the workweek from 6AM Monday through 6AM the following Monday. Use of vacation, bonus, sick leave, furloughs, compensatory leave, holidays, inclement weather days or use of any other leave plan are not considered as time worked and are therefore not included in the computation of compensatory leave.

The following provisions apply to Overtime Compensatory Time:

- Overtime compensatory time may be accumulated up to a maximum of 240 hours (160 hours straight time). Any overtime worked above this amount shall be paid in the employee's next regular paycheck.
- Overtime compensatory time off cannot be denied to an employee unless the compensatory time off will unduly disrupt agency operations.
- Overtime compensatory time shall be taken before any vacation or bonus leave (exceptions may be made for retirees in final month prior to retirement).
- It is the employee's responsibility to take compensatory leave as soon as possible after it has been earned. Overtime compensatory time off not taken within 365 days of being earned will be paid out in the next paycheck.
- If an employee separates before taking overtime compensatory time, it shall be paid in a lump sum along with unused vacation.
- If an employee changes status to an Exempt-FLSA position, overtime compensatory time shall be paid in the next regular pay period after the effective date of the status change.

Scheduling of Compensatory Leave

Employees should make every effort to take all compensatory time off before the end of the pay period in which overtime is worked or within the next pay period.

To schedule compensatory leave, an employee must enter the leave request through the Colleges time and leave tracking system. The employee's request will be routed to their supervisor for approval and granted within a reasonable time provided that the employee's absence will not unduly disrupt the College's operations or impose an unreasonable burden on the College's ability to provide services of acceptable quality and quantity for students and other recipients of its services during the requested absence period.

The determination of what constitutes a reasonable time within which to grant an employee's request for compensatory leave will be based on customary work practices of the College and the facts and circumstances surrounding the employee's request for compensatory time. In addition to other relevant factors, the College may consider the following:

1. Whether the employee's absence will interfere unreasonably with the College's normal work schedule;
2. Whether the employee's requested absence period coincides with the College's anticipated peak workloads based on past experience;
3. Whether the employee's requested absence period will occur while the College is experiencing emergency needs for staff or services; and,
4. Whether qualified substitute staff is available to perform the employee's work during his/her requested absence.

Payment in Lieu of Compensatory Time

Employees subject to this policy will not be entitled to cash payment in lieu of compensatory time, except as may be determined in the College's sole discretion on a case-by-case basis or under the following circumstances:

- Employees will be paid for all overtime compensatory hours earned to the extent that such hours exceed the maximum of 240 hours of compensatory time that may be accrued under this policy.
- Employees will be paid for all overtime compensatory hours earned if not taken within 356 days per the stipulations under this policy referenced above.
- An employee who has any accrued, unused compensatory time when he or she separates from employment with the College will be paid for the compensatory time at a rate not less than the average regular rate received by the employee during the three years immediately preceding his or her separation or the regular rate received by the employee at the time of his or her separation, whichever is greater.

Ship Personnel Who Qualify as Seamen

Ship personnel who are “seamen,” within the meaning of the FLSA, are exempt from overtime compensation. The College is not obligated to provide them with compensatory time for any workweek in which they work more than 40 hours. However, the College currently provides employees who are seamen with compensatory time in the amount of one hour for each hour over 40 within a workweek. Compensatory time for seamen is administered in the same manner as for non-exempt employees, except that it is earned at a different rate and will not be paid out upon an employee’s separation from employment for any reason. The College reserves the right to limit the availability of compensatory time for exempt ship personnel at any time if, in its discretion, the College determines that the additional time away from work creates a conflict with the College’s operational requirements.

SGA REPORT

Ms. David the new SGA President Hector Romero. Ms. David thanked Mr. Mendoza for his service to the Board of Trustees and welcomed Mr. Romero.

- N4CSGA State Convention was held March 29th – 31st in Durham N.C. One advisor and seven students attended.
- Movie Night was Thursday April 11th in U170. Spiderman: Into the Spider-Verse was shown at 3:30PM and 7:00PM.
- 4th Annual EarthFest Celebration was held Wednesday April 17th in the Amphitheater behind Union Station.
- 2019-2020 SGA Executive Officer Election process has been completed with the following results:
 - Hector Romero – President
 - Marina Garcia – Vice President
 - John Carl Wharton – Secretary
 - Gary “Mario” Thomas II – Public Information Officer
 - Joy Shaver – Service Coordinator
 - Eby Paige – Chief of Staff
- The SGA will be participating in the Sea Devil Summer orientation events on July 16th & 18th.

FACULTY ASSOCIATION – No Report

FOUNDATION REPORT

Ms. Godwin thanked the Board for their support of GOE.

- Gift of Education- \$290,000 raised so far.
- Scholarship cycle ended April 30.
 1. 729 submitted applications.
 2. \$475,000 available to award for summer, fall & spring.
- Merit scholars have been selected, 8 confirmed and 2 alternates were chosen.
- Foundation board approved 2 new board members for a term of 3 years.
 1. Stan Paradis
 2. Linda Brown
- Foundation landing page has been updated. The remaining site is still in progress with marketing.
- Patsy Lackey is retiring after 31 years of service to CFCC.
- Two current job openings.
 1. Administrative Assistant
 2. Database and Accounting Coordinator
- Foundation actual through April 30, 2019 is **\$1,045,261.43**, 4.5 percent over projection. This does include \$57,000 in GOE sponsorship and early donations.

Mr. Burney asked what percentage of GOE dollars raised was unrestricted. Ms. Godwin reported that at least 50 percent was of funds given were designated for greatest need. Ms. Rouse stated that the marketing for the event was outstanding and it was a great event. Mr. White stated that President Morton's remarks were very appropriate in highlighting the college.

ANNOUNCEMENTS

Ms. David thanked Ms. Ceres for appearing on the Up Front with the Superintendent show. Negotiations are in the works for broadcasting with Cape Fear Community College. Mr. Morton thanked Ms. David for her help in making this happen. This show will be produced by our students.

Mr. Barfield stated that the Commissioners are supportive of the NHC Budget request submitted by CFCC. The NHC Annual Budget Hearing will be held on June 3, 2019, at 4:00 pm. All Trustees are invited.

DATE OF NEXT MEETING – JULY 19, 2018

Meeting adjourned at 6:10 pm.

James P. Morton, President/Secretary

Michelle S. Lee, Recording Secretary

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