

**FOR MINUTES
CAPE FEAR COMMUNITY COLLEGE
BOARD OF TRUSTEES
SEPTEMBER 24, 2020
5:00 PM**

Following proper public notifications on September 21, 2020, and a determination that a quorum was present, the Cape Fear Community College Board of Trustees met in regular session on Thursday, September 24, 2020, at 5:00 pm in the boardroom, Union Station Building. Ms. Patricia Kusek, Chair, presided.

Trustees present were: Ms. Ann David, Chair; Mr. Louis A. Burney, Jr.; Mr. William Cherry; Mr. Robby Collins; Mr. A.D. “Zander” Guy; Ms. Patricia Kusek; Mr. Jason McLeod; Mr. Bruce Moskowitz; Ms. Mary Lyons Rouse; Ms. Paula Sewell and Ms. PJ Eby, SGA President. Trustees not present: Mr. Jonathan Barfield; Mr. Jimmy Hopkins and Mr. Bruce Shell.

Employees present were: Mr. James Morton, President; Ms. Joann Ceres, Vice President of Student Services; Ms. Christina Greene, Vice President Business Services; Ms. Michelle Lee, Executive Director President’s Office and Board Liaison; Dr. Jason Chaffin, Vice President for Academic Affairs, SACS Liaison; Ms. Sonya Johnson, Executive Director of Marketing and Communications; Mr. David Kanoy, Executive Director of Capital Projects and Facilities; Debi Causey, Coordinator, Events; Ms. Kathy Turner, Executive Director Human Resources; Dr. Eric Brandon, Faculty Association President; Mr. Shane Fernando, Vice President of Advancement and the Arts; Mr. Jakim Friant, Director of IT; Ms. Lindsay Wright, Administrative Assistant CFCC Foundation; Ms. Logan Thompson, Director of Philanthropy CFCC Foundation; Ms. Julie Martin, Communications and Events Coordinator; Ms. Erin Fabian, Digital Marketing Analyst; Mr. Robert Carter, Manager Technical Support IT; Mr. Antonio Arteaga-Paredes, Sr. Media Technician 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. Kusek 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. Burney and seconded by Ms. David to approve the July 30, 2020, minutes as presented. Motion carried unanimously.

RECOGNITIONS AND INTRODUCTIONS

NEW HIRES

Ms. Turner introduced the following new employees in attendance.

Full Name	Job Title
Cheston Saunders	Instructor, Chemistry
Melanie Stebbins	Admissions Records Specialist
Diane Anttila	Coordinator, Adult High School
Eileen Kaynan	Accounts Receivable Technician
Elizabeth Smedley	Counselor
Loren Parker	History Instructor
Cammay Williams	Administrative Technician
Julie Hesse	Payroll Technician
Marta Maietta	Coordinator Business and Industry
Briana Moyer	Cashier

RETIREMENTS

President Morton thanked Ms. Linda Johnson and Mr. Roland Porter for their service to Cape Fear Community College and wished them well in retirement.

CHAIR'S REPORT

Ms. Kusek presented the following report.

Our Place Dining

The CFCC Board of Trustees will meet on Wednesday, November 18, 2020, at 4:00 PM in the Board Room of the Union Station Building. Unfortunately, there will not be a dinner at Our Place this year because of COVID.

Ethics Training

Public servants must participate in an ethics and lobbying presentation within six (6) months of their election, reelection, appointment, or employment. If you have not satisfied your educational requirements please make arrangements to do so. Ethics Training must be completed every two years.

The list of scheduled upcoming training sessions is listed at <http://www.ethicscommission.nc.gov/>. Online Ethics Training is now available through this website. Please contact Michelle Lee at 910-362-7555 if you have any questions regarding this training.

Wilson Center Advisory Committee Update

Ms. Kusek announced that Mr. Mark Alper has been appointed the Wilson Center Advisory Committee.

PRESIDENT'S REPORT

President Morton presented the following report.

Enrollment Update

During the most recent President's meeting it was revealed most colleges were down in enrollment for Fall of 2020. It was stated the NC Community College System as a whole was down 5.5%. Due to the very hard work of faculty and staff I am very pleased to announce CFCC curriculum enrollment for Fall 2020 was up by 15 students over last year. On our official internal date of 9-18-20 we were up 1.4% and our FTE projection was up 1.7% over last year.

NHRMC and WPD

CFCC partnered with NHRMC and the WPD to provide a location for a short film that will draw attention to the impact that shootings have on the families of both victims and assailants. The film crew used our surgical technology lab to double as an operating room and several other locations for hospital scenes.

2020 In-Service

The event was held virtually this year and included many professional development opportunities for faculty and staff.

Congratulations to the following CFCC employees for their outstanding service to the College:

Marilyn Goodman Anderson Award – Dr. Holly Walters,

President's Award Staff – Mr. Craig Metty

President's Award Faculty – Ms. Maria Rodriguez

Nursing Program

We are proud to announce that the CFCC Practical Nursing Program was ranked the number #1 program in NC by PracticalNursing.org. Congratulations to our entire team for this outstanding accomplishment.

YWCA Strive

Continuing Education is beginning classes in conjunction with a grant secured by the YWCA.

- Our first class will start in October and run for 9 weeks, ending in December, dates and times TBD. Two additional classes will run in the spring but see this continuing beyond the grant funding.
- The target group is women, people of color, those without a BA/BS, and/or people referred from their partnering agencies
- The students will receive soft skills, skills for financial independence, empowerment, entrepreneurship presentations, management/leadership, networking, and job search on Indeed, LinkedIn and NC Works.
- The students will also receive technical skills in: Gmail, cloud storage, account protection, spreadsheets, MS Office, budget apps, Google Drive for work, intro to Google IT Support Certificate, One Drive, OneNote, Facebook and Instagram for business, Canva for graphic design, and Slack.

NC Childcare Grant

CFCC is pleased to announce the expansion of its NC Child Care Grant program for the 2020-2021 academic year. Designed to assist student-parents with financial responsibilities, the NC Child Care Grant helps students pay for child care expenses so they may stay enrolled and complete their educational goals.

Marketing Update

President Morton introduced Ms. Julie Martin and Ms. Erin Fabian. Ms. Martin and Ms. Fabian presented TikTok videos that have gone viral.

The Community Relations team took Cape Fear Community College viral on TikTok this month! In an effort to end the stigma associated with community colleges, the team highlighted a high-achieving student leader who could have likely gone to any four-year school, but is happily attending CFCC. The video received 713K views, 60.5K likes, 1118 comments, and 632 shares.

Another video highlighted eight community college degrees that pay \$50K+. This video received 1.4M views, 9,686 shares, 94.5K likes, 3,821 comments. In less than two weeks' time, the CFCC TikTok gained over 3,873 followers and has accumulated over 155.5K total likes. As these videos continue to grow in popularity, they're reaching people in the United States and beyond.

CFCC is having success on other social media channels, too. In fact, CFCC tops all community colleges in North Carolina on Instagram.

With the help of CFCC's students, the CR team has plans to push out future content that continues to chip away at the stigma associated with community colleges and highlights Cape Fear as the coolest community college in North America.

State Budget Update

CFCC received our State Budget package from the System Office reflecting an increase in funding of 5% primarily due to our enrollment increase. Our FTE for this year also increased 6.2% over last year. Unfortunately, this enrollment funding increase is being funded through the Federal CARES Act and is non-recurring. The State Budget package did not include any salary increases for this fiscal year.

Small Business Center

CFCC was originally allocated \$50,724 to help assist small businesses with COVID. The College has since been awarded an additional \$50,000 from smaller community colleges that were not able to use these funds. The funding is being used to help with counseling for accounting, acquiring loans, updates to websites, marketing, business plans etc. Jerry Coleman has been instrumental in counseling and connecting these small businesses with the help they need to make it in this challenging environment.

Navy Community College

CFCC is waiting on additional information from the USNCC on the next steps in the process. The initial proposal projected a start date of October 1, 2020. Assuming that they are on schedule, the College should receive an update soon.

New Articulation Agreements

Health and Fitness Science – UNCW

Landscape Gardening and Horticultural Science - NC Agricultural and Technical State University

Online Programs - American Public University System

Wilmington Tree Initiative

I will be speaking at the City Tree Initiative on September 24, regarding CFCC's collaboration with the city and supporting our commitment to planting trees on CFCC's campuses. The College is very proactive in this initiative and to date has planted 160 seedling this year and has plans to plant 350 pine and 120 oak tree seedlings in 2021.

NHC Schools

Hosted a meeting with NHC School Superintendent Dr. Charles Foust and Board of Education Chair Stephanie Adams. The meeting covered many initiatives between the College and the school system. Regular meetings are being scheduled to continue communications and expand initiatives.

CARES Act

CFCC awarded CARES funding to students totaling \$1,657,260 in the spring of 2020 as well as an additional award \$880,170 in the fall of 2020. Total CARES funding awards to students is \$2,537,430. This has been a monumental accomplishment by Student Services and the Business Office.

COVID Update

The Colleges COVID response plan is working well and we continue to monitor for potential improvements. The safety of our faculty, staff and students is paramount as we continue to many methods of instruction in the safest manor possible.

Spring 2021

Scheduling for spring classes is underway with intentions of providing similar instructional methods used in fall 2020.

Continuing Education Accountability Plan

A MOTION was made by Mr. Guy and seconded by Mr. Cherry to approve the Continuing Education Accountability Plan for 2020. Motion carried unanimously

Cape Fear Community College Continuing Education 2020 Accountability and Integrity Plan

I. Governing priority – Demonstrate accountability and credibility of operational functions.

- Develop written processes for core reporting that are regularly reviewed
- Complete and record visitation/instructor evaluations (25% on campus and 50% off campus)

- II. Governing priority – Demonstrate operational accountability for data reported for state budget.**
- Ensure no material findings are identified in review of records
 - Communicate any concerns to all levels of CE staff
 - Establish processes for class packet documentation and provide regular constructive feedback to support staff
- III. Governing priority – Demonstrate accountability to performance aligned with state and federal agencies.**
- Improve, meet or exceed NCCCS Performance Measures or licensure and certification pass rates
 - Develop further written processes for course standards aligned with best practices
- IV. Academic interest priority – Faculty qualifications will support program relevancy and student success.**
- Ensure faculty hold appropriate credentials for licensure programs
 - Ensure faculty hold appropriate qualifications for credential programs
- V. Academic interest priority – Instructional programs will demonstrate relevancy, rigor, viability and student success.**
- Align program outcomes to student workforce success
 - Demonstrate pathway development and support with employer input
- VI. Academic interest priority – Student will meet specific course criteria to attain relevant license, credential or demonstrate course completion requirements.**
- Demonstrate skills learned in the course outline
 - Meet requirements or demonstrate eligibility to test and/or receive industry credentials or licensures
- VII. Market forces priority – Demonstrate proactive and reactive response to business and industry training needs.**
- Maintain and expand relationships with business and industry partners to support workforce development needs and effectively serve employer needs
 - Develop training programs in response to specific business or industry needs
- VIII. Market forces priority – Demonstrate development of a quality NC workforce prepared to succeed in employment.**
- Collaborate with business and industry partners to define employability requirements
 - Develop training programs impacting employability

IX. Market forces priority – Demonstrate development or enhancement of relationships with workforce and economic development entities to leverage resources and strengths.

- Collaborate with workforce partners to identify strategic solutions for workforce needs

This plan has been approved by James Morton, President of Cape Fear Community College.

Signature of President

Date

GEER Funding

The State Board of Community Colleges has approved the Government Emergency Education Relief fund. CFCC was awarded \$327,000 to be used for scholarships for eligible community college students pursuing high-demand workforce pathways leading to a State of industry-recognized credential.

Facilities & Equipment Committee

President Morton presented the following reports.

Pender County Capital Outlay

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&2	Burgaw Center - Install slab area for eating & outdoor classes and fix drainage issues between the buildings and front parking lot	\$4,000.00	\$56,000.00		\$60,000.00	\$60,000.00	\$0.00	Restarting work onsite mid October with reduced scope.

NC Connect Bond Projects

Connect NC Bond Projects - Status Summary Report								
		Encumbrances - Subtotals						
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget NC Connect & County Funds	Remaining	Status
2	CFCC " K Building Collision Repair & Refinishing Technology Renovation	\$67,370.00	\$596,558.93	\$22,755.80	\$686,684.73	\$718,000.00	\$31,315.27	Project under construction, some additions and delays. Estimated Completion now 10/15/20
4	Buildings "A,S,N" 411 N. Front St. Repair & Renovation Projects	\$330,639.97		\$256,662.95	\$587,302.92	\$4,882,734.00	\$4,295,431.08	Bids received 9/10/2020. Recommended for award to low bidder.

“A” Building – Galehouse, “S” Building – McLeod, “N” Building – Natural Sciences

PROJECT STATUS

1. Project Update:
 - a. Four bids were received on 9/10/2020.
 - b. Bids included base bid and 12 alternates.
 - c. Recommendation for award will be proposed at September 24 Board of Trustees meeting.

2. Schedule:
 - a. Construction to begin late Fall 2020.

A MOTION from the Facilities and Equipment Committee recommends approval of the Board of Trustees of the “A” Building renovation contract to be awarded to Muter construction in the amount of \$4,096,187. Motion carried unanimously.

Lineman Training Facility

EDA Grant Lineman Training Facility Project - Status Summary Report								
		Encumbrances - Subtotals						
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget Federal Grant and CFCC Other Funds	Remaining	Status
1	CFCC N. Campus Electric Lineworker Overhead and Underground Training Facility	\$90,500.00		\$6,575.00	\$97,075.00	\$791,760.00	\$694,685.00	Design

Potential Naming Opportunities

A MOTION was made by Mr. Moskowitz and seconded by Ms. Rouse to go into closed session pursuant to North Carolina General Statute Section 143-318-11(a)(2) to discuss a naming opportunity.

The committee returned to open session. A MOTION was made by Mr. Guy and seconded by Ms. Sewell to approve change of naming for Bucky Stein Performance Hall to Bucky Stein Scholarship Fund. Motion carried unanimously.

A MOTION was made by Mr. Moskowitz and seconded by Mr. Cherry to approve the naming of the future Wilson Center VIP Suite project for Henry and Roya Weyerhaeuser. Motion carried unanimously.

Finance Committee

State Budget 2020-2021

President Morton reviewed the State Budget for 2020-2021.

A MOTION from the Finance Committee recommends approval of the 2020-2021 State Budget as presented. Motion carried unanimously.

State Budget 2020-2021

	College Name:		Cape Fear CC	
	Institution Number:	810		
	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Summary of Revenues (excluding capital improvement projects)				
State*	\$ 52,578,765			\$ 52,578,765
County Funds		\$ 11,433,771		\$ 11,433,771
Institutional Funds			\$ 30,603,000	\$ 30,603,000
Operating Revenue Subtotal	\$ 52,578,765	\$ 11,433,771	\$ 30,603,000	\$ 94,615,536
Fund Balance Appropriated				\$ -
Total Funds Available	\$ 52,578,765	\$ 11,433,771	\$ 30,603,000	\$ 94,615,536
Summary of Expenditures (excluding capital improvement projects)				
1XX Institutional Support	\$ 8,199,079	\$ 1,017,918	\$ 249,000	\$ 9,465,997
2XX Curriculum Instruction	\$ 28,507,474	\$ -	\$ 1,315,000	\$ 29,822,474
3XX Continuing Education	\$ 5,379,147	\$ -	\$ 17,000	\$ 5,396,147
4XX Academic Support	\$ 4,500,055	\$ -	\$ -	\$ 4,500,055
5XX Student Support	\$ 4,115,648	\$ -	\$ 116,000	\$ 4,231,648
6XX Plant Operations & Maint.	\$ -	\$ 10,415,853	\$ 20,000	\$ 10,435,853
7XX Proprietary/Other			\$ 7,264,000	\$ 7,264,000
8XX Student Aid			\$ 19,500,000	\$ 19,500,000
9XX Capital Outlay (excluding capital improvements)	\$ 1,877,362	\$ -	\$ -	\$ 1,877,362
Total Budgeted Expenditures	\$ 52,578,765	\$ 11,433,771	\$ 28,481,000	\$ 92,493,536
Net (Est. Revenues - Expenditures)	\$ -	\$ -	\$ 2,122,000	\$ 2,122,000
*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.				

	College Name:		Cape Fear CC	
	Institution Number:	810		
	1	2	3	4
	State	County	Institutional	Total

Capital Improvement Revenues				
State Funds (funds reimbursed by System Office)*	\$ 3,951,745			\$ 3,951,745
County Funds				
County Appropriation for CI Projects		\$ 168,000		\$ 168,000
County GO Bond Funds				
Other County Revenue/Financing				
Fund Balance for CI Projects		\$ 56,000		\$ 56,000
County Subtotal		\$ 224,000		\$ 224,000
Institutional Funds				
Federal Grant			\$ 633,408	\$ 633,408
Private Gift/Donation				
Private Grant(s) and Other Sources (list below):				
(If necessary, add lines above)				
Institutional Subtotal			\$ 633,408	\$ 633,408
Total Capital Improvement Project Revenues	\$ 3,951,745	\$ 224,000	\$ 633,408	\$ 4,809,153
Capital Improvement Expenditures				
910 Buildings and Grounds		\$ 168,000		\$ 168,000
Repairs and Renovations/New Construction	\$ 3,951,745	\$ 56,000	\$ 633,408	\$ 4,641,153
Total Expenditures	\$ 3,951,745	\$ 224,000	\$ 633,408	\$ 4,809,153
NET (Est. Revenues - Expenditures)	\$ -	\$ -	\$ -	\$ -

*Report State funds that will be reimbursed to the college by the System Office under "State", even though the college holds these funds in institutional accounts.

*Report State funds that will be reimbursed to the college by the System Office under "State", even though the college holds these funds in institutional accounts.

	College Name:	Cape Fear CC		
	Institution Number:	810		
	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
Revenue Detail (excluding capital improvement projects)				
State	\$ 52,578,765			\$ 52,578,765
*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.				
County Funds				
County Appropriations (list each county separately below):				
New Hanover County		\$ 10,823,244		\$ 10,823,244
Pender County		\$ 610,527		\$ 610,527
		\$ -		\$ -
		\$ -		\$ -
		\$ -		\$ -
		\$ -		\$ -
		\$ -		\$ -
(If necessary, add lines above for add'l counties)				
Misc. County Revenue				
Total County Funds		\$ 11,433,771		\$ 11,433,771
Institutional Funds				
Federal Sources:				
Federal Pell and other Federal student aid grants			\$ 12,700,000	\$ 12,700,000
Federal Direct Loans			\$ 6,000,000	\$ 6,000,000
Federal Work-Study Program			\$ 200,000	\$ 200,000
Other Federal Grants (list):			\$ -	\$ -
Financial Aid & Veteran's Admin			\$ 50,000	\$ 50,000
DOE Grant			\$ 300,000	\$ 300,000
SEOG			\$ 250,000	\$ 250,000

(If necessary, add lines above)				
Total Revenues From Federal	\$ -	\$ -	\$ 19,500,000	\$ 19,500,000
Fees:				
College Access, Parking and Security (CAPS) Fees			\$ 750,000	\$ 750,000
Student Activity Fees			\$ 700,000	\$ 700,000
Course Specific Fees			\$ 30,000	\$ 30,000
Instructional Technology Fees			\$ 375,000	\$ 375,000
Self-Supporting Course Fees			\$ 433,000	\$ 433,000
Other Fees (list, if applicable):				
Transcript & PSB Fees			\$ 145,000	\$ 145,000
(If necessary, add lines above)				
Total Revenues from Fees	\$ -	\$ -	\$ 2,433,000	\$ 2,433,000
Proprietary/Other Revenues:				
Bookstore Receipts			\$ 3,500,000	\$ 3,500,000
Vending/Food Service Receipts			\$ 75,000	\$ 75,000
Live Projects/Patron Fees			\$ 25,000	\$ 25,000
Internal Service Funds			\$ 30,000	\$ 30,000
Interest Income			\$ 100,000	\$ 100,000
NC Community College Grant Funds			\$ 840,000	\$ 840,000
Education Lottery Scholarship Funds			\$ 375,000	\$ 375,000
Gifts and Donations			\$ 800,000	\$ 800,000
Private (non-Federal) Grants			\$ 375,000	\$ 375,000
Endowment Income				

Endowment Income				
Other Miscellaneous Sources (list, if applicable):				
Humanities & Fine Arts Center			\$ 2,000,000	\$ 2,000,000
Daycare Center			\$ 550,000	\$ 550,000
(If necessary, add lines above)				
Total Revenues from Proprietary/Other Sources:	\$ -	\$ -	\$ 8,670,000	\$ 8,670,000
Total Institutional Sources			\$ 30,603,000	\$ 30,603,000
Total Estimated Revenues	\$ 52,578,765	\$ 11,433,771	\$ 30,603,000	\$ 94,615,536
Fund Balance Appropriated				\$ -

State Budget Revision

Mr. Cherry reviewed the 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 \$2,167,293. Motion carried unanimously.

State Budget Summary

The State Budget Summary reported 15.02 percent of the budget had been expended as of August 2020.

County Budget Summary

The County Budget Summary reported 10.78 percent of the budget had been expended as of August 2020.

Institutional Funds Update

Mr. Morton reviewed the August, 2020 report. No items were of concern at this time.

Administrative & Personnel Committee

President Morton reviewed the following policy.

A MOTION was made by Ms. David and seconded by Mr. Guy to approve the Blanket Travel for Trustees and the President. Motion carried unanimously.

Blanket Travel for Trustees and President

In 2006 the state auditor made recommendations to the State Board of Community Colleges that resulted in the development of a new policy requiring the “blanket” pre-authorization of a President’s routine travel by the local Board of Trustees, and the CFCC Board provided such a blanket approval during the September 7, 2006 meeting of the CFCC Board. A MOTION was made by Mr. Cobb and seconded by Mr. Crowell to recommend to the Board the following amendment to add trustees to the same pre-authorization of travel statement during 2007-08:

Blanket Travel Approval – President and Trustees – In 2006 the state auditor made recommendations to the State Board of Community Colleges that resulted in the development of a new policy requiring the “blanket” pre-authorization of a President’s routine travel by the local Board of Trustees, and the CFCC Board provided such a blanket approval during the September 7, 2006 meeting of the CFCC Board of Trustees.

James Morton, President of Cape Fear Community College, *{and CFCC trustees}* is *{are}* hereby authorized to engage in college-related travel throughout the term of his *{their}* service from one campus to another, to off-campus locations throughout the service area, to meetings at various locations within the state, to various in-state and out-of-state meetings and functions of the Commission on Colleges (CFCC's primary accrediting agency), to occasional national meetings of the League for Innovation in Community Colleges, to state/regional/national meetings of the Association of Community College Trustees, to national meetings of the American Association of Community Colleges, and to other conferences and meetings that relate to specific initiatives being considered or undertaken by Cape Fear Community College.

SGA Report

Ms. Eby presented the following report.

- I. First General Assembly
 - A. Attendance
 1. Five executive officers
 2. Five club representatives
 3. Seventeen virtual student attendees
 4. Twelve in person student attendees
 - B. Executive officer introductions
 - C. Club representative introductions
 - D. Next meeting October 1, 3:00
- II. Positions
 - A. Secretary Jon Siemon
 - B. Six new senators
- III. Induction
 - A. Induction Date
 - B. Inducting all five officers, including myself
 - C. Inducting all six senators

IV. Food Pantry

- A. Working closely with Phi Theta Kappa
- B. Lots of ideas including re-branding, photos, etc.
- C. Student leader volunteers needed

Faculty Association Report

Dr. Brandon presented the following report.

The CFCC Faculty Association held its first regular meeting of the Fall semester on September 9. This was a virtual meeting. All three Faculty Association Officers attended as well as four of the Faculty Association Representatives for academic divisions. Approximately thirty other faculty members were in attendance. This was a well-attended meeting, and the first regular Faculty Association meeting since early in 2020.

Two more regular meetings are scheduled this fall semester. Currently, both are scheduled as virtual meetings. With so many faculty members teaching both on campus and from home, virtual meetings allow for increased faculty attendance.

This regular Faculty Association meeting generated some agenda items for the meeting of the Faculty Association Officers with the CFCC Executive Team. That meeting was held on September 15.

Foundation Report

Mr. Fernando presented the following report.

- Fundraising is over 29% ahead of where it was this time last year. Thank you to Ms. Mary Lyons Rouse for heading up the Trustees gift to the GOE of over \$7,000
- Up 12 percent on campus fund drive
- Thank Louis Burney for helping to set up endowed scholarship for Lanny and Laura Wilson.
- Scholarship review committee invitation.
- New scholarship awards process is being implemented with the process conducted by scholarship review committees consisting of instructors, donors, industry partners, past scholarship recipients, and CFCC Trustees and Foundation members.
- Our grant writer currently from the Wilson Center continues to offer support to Foundation staff for overall grant writing for the college. A web portal has been created for program directors to submit grant opportunities and we are receiving great leads for follow-up.
- CFCC Campus Fund Drive, “Stronger Together” is underway with a week left of funding raising to go; we have already surpassed last year's giving by almost \$3,000 at \$60,000.

The new training and support for the giving captains is definitely reaping benefits. The Wilson Center volunteer corps has also been helpful in supporting the appeal.

- A new Endowed Scholarship was gifted by Jill and Lanny Wilson in the amount of \$25,000; thank you to Mr. Louis Burney for helping to facilitate this new student support!
- The Edwin and Jeannette May Foundation has committed to doubling their annual scholarship contribution to the Daniel May Vocational Scholarship for the coming school year, from \$25,000 to \$50,000. This is non-endowed, so this doubling makes a significant impact in scholarship awards for vocational students.
- We received a \$10,000 donation from a first-time CFCC Foundation donor (anonymous) for Student Emergency Funds. The awards are granted via review committee (just like the scholarships). This brand-new fund starting during COVID, already has received \$12,706 in donations to support students in need of emergency assistance.
- Ogden-New Hanover Volunteer EMS gifted \$500,000 to create an endowment for scholarships and tuition assistance for the EMS Program; \$270,000 for manikins and equipment; and additional monies are pending for training, equipment maintenance, and departmental discretionary spending.

Announcements

Ms. Kusek thanked the Trustees for agreeing to meet with her individually and for their ideas that they presented. It is very important that the College break the stigma of attending a community college. President Morton and faculty and staff are doing an outstanding job in helping to make this happen. Ms. Kusek wants the Trustees involved in getting this message out.

Ms. Kusek asked that by early next week, all Trustees send her the names of at least two groups or leaders in our community that the College needs to get in front of to communicate our message.

Meeting Adjourned at 6:15 pm

James P. Morton, President/Secretary

Michelle S. Lee, Recording Secretary