

**FOR MINUTES
CAPE FEAR COMMUNITY COLLEGE
BOARD OF TRUSTEES
MAY 26, 2022
5:00 PM**

Following proper public notifications on May 23, 2022, and a determination that a quorum was present, the Cape Fear Community College Board of Trustees met in regular session on Thursday, May 26, 2022, at 5:00 pm in the boardroom, Union Station Building. Mr. Bill Cherry, Chair, presided.

Trustees present were: Mr. Bill Cherry, Chair; Mr. Jonathan Barfield; Mr. Robby Collins; Mr. A.D. “Zander” Guy; Mr. Jimmy Hopkins; Ms. Deborah Maxwell; Mr. Jason McLeod; Mr. Bruce Moskowitz; Ms. Deloris Rhodes; Mr. Bill Rivenbark; and Mr. Bruce Shell. Trustees not present: Ms. Mary Lyons Rouse and Ms. Paula Sewell.

Employees present were: Mr. James Morton, President; Ms. Christina Greene, Vice President Business Services; Ms. Michelle Lee, Executive Director President’s Office and Board Liaison; Dr. Michael Cobb, Vice President of Institutional Effectiveness, Planning and Compliance, SACS Liaison; Ms. Sonya Johnson, Vice President of Marketing and Communications; Mr. John Downing, Vice President of Economic and Workforce Development; Dr. Jason Chaffin, Vice President of Academic Affairs; Ms. Anne Smith, Vice President of Human Resources; Dr. Eric Brandon, Faculty Association President; Mr. Shane Fernando, Vice President of Advancement and the Arts; Mr. David Kanoy, Executive Director, Capital Projects and Maintenance; Mr. Jakim Friant, Executive Director of IT; Ms. Lynn Criswell, Dean, General Education and Science; Mr. Robert Carter, Manager, Technical Support IT; Mr. Antonio Arteaga-Paredes, Sr. Media Technician; Mr. Shawn Dixon, Department Chair, Applied Technologies; Ms. Susan Porter, Sr. Executive Assistant President’s Office; Ms. Erica Talbert, Associate Vice President, Economic and Workforce Development; Ms. Rosemary Guedner, Workforce Training Coordinator, Economic and Workforce Development; Ms. Erin Easton, Workforce Training Coordinator, Economic and Workforce Development; Ms. Debi Causey, Coordinator, External Events; Mr. Tim Fuss, Program Director, Law Enforcement and Criminal Justice; Mr. Alan Brook, Director, Emergency Medical Services, Economic and Workforce Development; Ms. Emily Holt, Director, Workforce Readiness; Mr. Jerry Coleman, Sr. Director, Business and Industry Services; Ms. Lynn Sylvia, Director, Safety and Training; and Ms. Catherine Lee, Dean Learning Resource Center; and other employees (see below).

Others present were: Mr. Ken Gray, Attorney Ward & Smith
Ms. Megan McDeavitt, WHQR Reporter

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

CONFLICT OF INTEREST

Mr. Cherry 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. Barfield and seconded by Ms. Maxwell to approve the March 24, 2022, minutes as presented. Motion carried unanimously.

RECOGNITIONS AND INTRODUCTIONS

NEW HIRES

Ms. Smith introduced the following new employees in attendance.

Ms. Tamara Williams, Disability Support Services Intake Specialist

Ms. Karen Crawford, HR Benefits Administrator

Mr. George Weeks, Welding Instructor

Ms. Brittany Buffkin, Curriculum Technician

CHAIR'S REPORT

Mr. Cherry presented the following report.

Nominating Committee

The Nominating Committee will announce candidates for officers of the Board of Trustees at the July 21 meeting. Members of the Nominating Committee will announce nominees for the positions of Chair, Vice-Chair, Secretary, and Recording Secretary.

Members of the Nominating Committee are as follows:

Mr. Zander Guy, Chair

Ms. Mary Lyons Rouse

Mr. Bill Rivenbark

Graduation

Summer Graduation will be held Friday, August 5, 2022. A determination will be made if there is a need for two ceremonies. Details will be announced soon.

Mr. Rivenbark stated that he would like to see all Trustees at commencement and pinning's.

PRESIDENT'S REPORT

President Morton presented the following report.

Cape Fear Manufacturing Partnership

Cape Fear Manufacturing Partnership consists of over 30 members and addresses the challenges in growth and improvement in southeastern North Carolina. The goal of the partnership is to help train, develop and align talent to the many career paths available in the industry. The current focus is increasing the trained workforce pipeline to meet the needs of the industry. CFCC has developed 3 new programs for this industry: Manufacturing Production Technician, Machining Applications I and II, and Chemical Operator.

New Fiber Optic Program

The new Fiber Optic Cable Installer Training Program started in April.

Phi Theta Kappa Officers Meeting

Met with PTK officers on April 18 and had the opportunity to hear about the awards that the CFCC chapter of PTK recently won at the PTK International Catalyst convention in Colorado. CFCC's PTK was proud to receive recognition as one of the Top 100 Chapters in the world! The other awards received are as follows:

Distinguished College Project - The Sea Devils Student Mentoring Program (among approx. 35 other chapters)

Distinguished Honors in Action Project - The Resiliency Focused Career/College Fair for Children (among approx. 35 other chapters)

Distinguished Chapter (among approx. 20 other chapters)

Annual Athletic Banquet

CFCC held its Annual Athletic Banquet April 12. This past season was the one of the most successful for the Sea Devils. CFCC's Athletic Department honored more than 20 All-Region Academic Team Award recipients, 3 Head Coach of the Year recipients, and 3 Region and District Championship teams.

2022 CFCC Riverfront Boat Show

The 2022 CFCC Riverfront Boat Show was a huge success. \$1000 was raised for CFCC Boat Building student scholarships.

Careers Within Reach

CFCC partnered with Mt. Calvary University to promote the REACH program at the Burgaw campus on May 21. This outreach is targeted towards students of color ages 24-64. This event gave members of the community an opportunity to explore some of CFCC's programs that can be completed in a year or less.

Chats with The President

"Chats with the President" are continuing monthly with faculty and staff.

CFCC Food Pantry

The CFCC Food Pantry, Ray's Tray, received \$5,000 from a HEERF fund grant. These funds were used to purchase needed food and personal items to support CFCC students and their families.

Trust Initiative

CFCC hosted an initiative in April for New Hanover and Pender county high schoolers that are near graduation, but have no plans after high school. This initiative was shared with high school counselors and aimed towards under-served students. They had interactive sessions highlighting some of the programs that CFCC offers.

WILMA Healthcare Heroes Awards

CFCC was a supporter sponsor for the Healthcare Heroes Awards ceremony. WILMA recognizes the individuals and organizations in the area that have been nominated as heroes for making an impact by helping others with quality healthcare.

Kiwanis Presentation

A presentation was given April 27 to the local Kiwanis club that highlighted many of CFCC's past year's achievements.

Teaching Academy Graduation

The Teaching Academy is a part of CFCC's Professional Development for instructors that helps them enhance their teaching practices. The Teaching Academy Graduation was held April 26 in Daniels Hall and graduated 88 instructors.

NCACCT Law/Legislative Seminar

Attended the NCACCT Legislative Seminar and the NCACCP President's meeting held April 20.

Health Summit Meeting/YWCA

Participated on a panel that examined and discussed barriers associated with socio economic status and how education can help members of our community overcome these barriers.

Commencement and Pinning Ceremonies

CFCC held Commencement Ceremonies May 13 and numerous pinning ceremonies took place during the month of May. Approximately 1400 students have graduated with 1625 credentials. Thanks to all of the faculty and staff for all of your hard work.

Benchmark on Enrollment

Stats for summer and fall enrollment

President Morton reported on budgeted FTE and gave a historical perspective.

COMMITTEE REPORTS

Facilities & Equipment Committee

President Morton presented the following reports.

Lineman 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	\$688,133.35	\$13,126.65	\$791,760.00	\$791,760.00	\$0.00	Under construction for early June 2022 completion

Wilson Center Multipurpose Addition

WA Building - Wilson Center Multipurpose Addition Project - Status Summary Report								
		Encumbrances - Subtotals						
Item	Project	Design	Construction	Owner	Total Encumbrance	Budget	Remaining	Status
1	WA Building - Wilson Center Multipurpose Addition	\$114,480.00		\$10,502.30	\$124,982.30	\$2,204,422.00	\$2,079,439.70	Finalizing schematic design and proceeding to full plans.

Naming Opportunity Amounts

A MOTION from the Facilities & Equipment Committee recommends to the Board of Trustees approval of the following naming opportunity amounts as presented. Motion carried unanimously.

Naming Opportunity	Location	Cost	Notes
Induction and Prep Recovery Lab	NV160	\$30,000	Increase cost from \$25,000 to \$30,000
Surgery Suite	NV166	\$25,000	New Naming Opportunity
Radiography and Ultrasound Room	NV162	\$25,000	New Naming Opportunity
Stat Lab	160A	\$20,000	New Naming Opportunity
Scrub Room	NV166A	\$5,000	New Naming Opportunity

Potential Naming Opportunities

Potential Naming Opportunities were moved to the end of the regular agenda.

FINANCE COMMITTEE

Mr. McLeod reviewed the following reports.

Write off Uncollectable Debt

A Motion from the Finance Committee recommends approval by the Board of Trustees of the Write-off of Uncollectible Debt in the amount of \$186,121.87. Motion carried unanimously.

State Budget Revision

A Motion from the Finance Committee recommends approval of the state budget Revision for an increase of \$354,195.00. Motion carried unanimously.

State Budget Summary

The State Budget Summary reported 79.36 percent of the budget had been expended as of April 2022.

County Budget Summary

The County Budget Summary reported 84.47 percent of the budget had been expended as of March 2022.

ADMINISTRATIVE & PERSONNEL

PERSONNEL

A MOTION was made by Mr. Guy and seconded by Mr. Cherry to go into closed session regarding personnel, NCGS 143-318.11(a)(6), Potential Naming Opportunities, NCGS 143-318.11(a)(2), and Real Estate, NCGS 143-318.11(a)(5). Motion carried unanimously.

The board returned to open session.

Potential Naming Opportunity

A MOTION was made by Mr. Hopkins and seconded by Ms. Rhodes to approve the naming of the surgical Suite, Vet Med Tech in recognition of Dr. Rudi Richmand. Motion carried unanimously.

Burgaw Lease

A MOTION was made by Mr. Collins and seconded by Mr. Guy to approve the lease of vacant property on the Burgaw Campus allowing a basketball court and volleyball court to be built. Motion carried unanimously.

Board Self-Evaluation

Mr. Cherry stated that the trustees have completed and reviewed the board self-evaluation. The information will be given to the incoming board chair.

President's Evaluation

Mr. Cherry stated that the President's Evaluation has been completed and the results are very favorable. A meeting will be held to share the evaluation results with President Morton.

A MOTION was made by Mr. Barfield and seconded by Mr. Shell to approve an extension of President Morton's contract to 2027. Motion carried unanimously.

SGA REPORT

No report.

FACULTY ASSOCIATION REPORT

Dr. Brandon presented the following report.

The CFCC Faculty Association held its final regular meeting of the Spring 2022 semester on April 25. There were about thirty faculty members in attendance, both in person and virtually.

The Faculty Association has completed the election process for the Vice President, the Secretary, and the five Division Representatives. There was one nominee for each of these positions. Mr. Tim Fuss will continue as Vice President and serve a two-year term ending in Spring 2024. Ms. Rhonda Franklin will continue as Secretary and serve a two-year term ending in Spring 2024. Ms. Amanda Browne, Ms. Mary Gheen, and Mr. Dan Reid are continuing as representatives, and Mr. Alan Brook and Ms. Mandy Murfee are new representatives. The Division Representatives serve one-year terms.

Ms. Kristina Mazzarone completed her term as the Division Representative for General Education and Sciences. I thank Ms. Mazzarone for her valuable service to the Faculty Association during the past few years.

The Faculty Association is continuing to work with the CFCC Foundation to raise funds for the Endowed Teaching Award for Adjunct Faculty. This new award, including a \$500 prize, will be given annually in order to recognize the significant contributions of adjunct faculty at CFCC.

FOUNDATION REPORT

Mr. Fernando presented the following report.

- Year-to-Date revenue is \$1,762,099.10 – *report as of 05/11/22*

Notable Gifts and New Scholarships:

- \$50,000 endowed scholarship from the estate of Robert L. Dixon to support Marine Technology students.
- \$30,000 from Jim and Elaine Hynes to support students in nursing fields.
- \$25,000 endowed merit scholarship from Susan Ahern.
- \$10,000 endowment contribution to the new Captain Joseph Fox Marine Tech Scholarship.
- \$4,000 to support students in the LGBTQIA+ community (anonymous donor).
- \$50,000 from Dr. Matthew Lawson to support program needs in the Dental Assisting and Dental Hygiene programs.
- \$25,500 from GE Hitachi Nuclear to continue funding their Nuclear Maintenance Technician scholarship.

Events:

- Successful Veterinary Technology donor, alumni, and student gathering held on April 28, with verbal pledges of \$65,000.

- Wilson Center Expansion Fundraising Gathering will be held on Friday, June 10, 6-8pm at the Wilson Center. We hope that you can attend.

Scholarships & Awards:

- Marilyn Goodman Anderson Award winner has been selected and will be announced at CFCC In-Service in August.
- Annual (Fall '22/Spring '23) scholarship cycle is now open, closing on May 30. We are making it easier than ever for students to apply through one single application and then be filtered and awarded by individual scholarship criteria. Scholarship awards will be made for both semesters, so students can count on year-round support and will not have to apply again for Spring. We have received 658 completed applications to-date, a 38% increase from last year, with over two weeks remaining for students to apply.
- Merit Scholarship Awards have been made to Isis Banks (E. A. Laney Highschool), Silvio Blanton (E. A. Laney Highschool), Allison Fite (Coastal Christian Academy), Stella Mitchell (Wilmington Christian Academy), Forrester Spears (Heide Trask Highschool). These students will receive \$1,300 for each of the upcoming Fall and Spring semesters at CFCC, if a 3.5 GPA is maintained.

ANNOUNCEMENTS

DATE OF THE NEXT MEETING- July 21, 2022.

Meeting Adjourned at 6:55 pm

James P. Morton, President/Secretary

Michelle S. Lee, Recording Secretary