

**FOR MINUTES
CAPE FEAR COMMUNITY COLLEGE
BOARD OF TRUSTEES
JANUARY 19, 2023
5:00 PM**

Following proper public notifications on January 17, 2023, and a determination that a quorum was present, the Cape Fear Community College Board of Trustees met in regular session on Thursday, January 19, 2023, at 5:00 pm in the Board Room of the Union Station Building. Mr. Bill Cherry, Chair, presided.

Trustees present were: Mr. Bill Cherry, Chair; Mr. Jonathan Barfield; Mr. Robby Collins; Mr. Ray Funderburk; Mr. Jason McLeod; Mr. Bruce Moskowitz; Ms. Deloris Rhodes; Mr. Bill Rivenbark; Ms. Paula Sewell; Mr. Bruce Shell; Mr. Lanny Wilson. Trustees not present: Mr. A.D. “Zander” Guy; Ms. Deborah Maxwell and Mr. James Nicholas, SGA President.

Employees present were: Mr. James Morton, President; Ms. Sabrina Terry, Vice President of Student Services; Ms. Christina Greene, Vice President of Business Services; Ms. Michelle Lee, Executive Director President’s Office and Board Liaison; Mr. Brandon Guthrie, Vice President of Academic Affairs; Ms. Sonya Johnson, Vice President of Marketing and Community Relations; Mr. David Kanoy, Executive Director of Capital Projects and Facilities; Debi Causey, Event and Meeting Manager; Ms. Anne Smith, Vice President of Human Resources; Mr. Shane Fernando, Vice President of Advancement and the Arts; Mr. John Downing, Vice President of Economic and Workforce Development; Dr. Michael Cobb, Vice President of Institutional Effectiveness, Planning and Compliance; Mr. Jakim Friant, Executive Director of Information Technology Services; Ms. Susan Porter, Sr. Executive Assistant President’s Office; Ms. Jennifer Edwards, Sr. Executive Assistant President’s Office and VP of EWD, Mr. Robert Carter, Manager Technical Support and Client Services; Dr. Eric Brandon, Faculty Association President; Ms. Lynn Criswell, Dean of General Education and Sciences; Mr. Antonio Arteaga-Paredes, Media Specialist; Dr. Mary Ellen Naylor, Dean of Health and Human Services; Ms. Christina Hallingse, Director of Media Relations; Mr. Tim Fuss, Law Enforcement and Criminal Justice Program Director; Ms. Yuna Shin, German Instructor; and other employees (see below).

Others present were: Mr. Cliff Parson, Attorney, Ward & Smith
Mr. Samuel Crowder, SGA Vice President
Ms. Rachel Keith, Reporter, WHQR
Ms. Megan McDeavitt, Reporter, WHQR

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. Moskowitz and seconded by Mr. Shell to approve the November 16, 2022, minutes as presented. Motion carried unanimously.

RECOGNITIONS AND INTRODUCTIONS

New Hires

Ms. Smith introduced new employee Ms. Breana Hebert, Director of Advancement.

Retirements

Ms. Smith recognized Mr. Bobby Bird. President Morton thanked him for his service to the College and wished him well in his retirement.

CHAIR'S REPORT

Mr. Cherry reviewed the following report.

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 <https://ethics.nc.gov/seis/regular-filers> 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.

SEI Forms

SEI Forms and the SEI No Change form are both available online. These are fillable forms and offer an electronic submission. Please remember that each Board member must complete this form **every year**. The form is due no later than April 15, 2023 and can be found at <https://ethics.nc.gov/seis/regular-filers>.

POWERPOINT PRESENTATION – 2022 REVIEW

President Morton presented the annual 2022 review of the College. In addition, President Morton presented an overview of accomplishments from the past 5 years. President Morton thanked the Board of Trustees, faculty and staff for their tremendous support that made these achievements possible. President Morton received a standing ovation at the conclusion of the presentation.

Mr. Cherry stated that President Morton has been nominated for the NCCCS President of the Year Award by President Jim Ross of Pamlico Community College. The nomination packet contained letters of support from many members of the community such as: Scott Satterfield, Wilmington Business Development; Jimmy Tate, Mt. Calvary Leadership Development; John Gizdic, Novant Health; Sabrina Terry, Vice President of Student Services at CFCC and Steve Hill, former Pender County Schools Superintendent.

PRESIDENT'S REPORT

President Morton reviewed the following report.

Wilmington Biz 100

Attended the Wilmington Biz 100 event on December 8, 2022 and was awarded and named as a Wilmington Biz 100 Power Player for continuing partnerships with industry leaders and creating a positive economic impact to the community.

SACSCOC Conference

President Morton, along with Vice Presidents Brandon Guthrie, John Downing, and Michael Cobb attended the 2022 SACS Conference held in Atlanta, GA, December 4-6, 2022.

Faculty Art Exhibition

CFCC's Annual Faculty Art Exhibition was held November 17 through January 13 at the Wilma W. Daniels Art Gallery. The exhibit showcased recent works by faculty in the Fine Art and Graphic Design departments.

CFCC Women's Soccer

Cape Fear Community College's Women's Soccer team (ranked twelfth-seed going into the tournament) won the Sportsmanship Award at the National Tournament by demonstrating positive actions toward teammates, coaches, opponents, and officials, as well as receiving no penalty cards throughout the tournament play. The team was one of twelve teams in the tournament and represented Region 10. This marks the third time women's soccer has qualified for the NJCAA National Championships in program history.

CFCC Women's Volleyball

Cape Fear Community College's Volleyball team (ranked fifteenth-seed going into the tournament) finished the season strong by winning their first NJCAA championship tournament matchup in program history against tenth-seed Moraine Valley. Unfortunately, they were defeated by eleventh-seed Muskegon Community College. This marks the fifth time women's volleyball has qualified for the NJCAA National Championships in program history.

Ed NC Visit

Ed NC Visited CFCC December 1 and 2. They conducted various interviews and participated in tours of PECHS, Bonnie Sanders Burney Child Development Center, SEA-Tech, and WECHS.

CFCC Holiday Party

CFCC's Holiday Party was held December 9 in Daniels Hall. It was great to have staff and faculty together to enjoy the festivities. Mr. Bill Cherry, Mr. Bill Rivenbark, and Ms. Deloris Rhodes also attended the event.

Interior Design Student Awarded

Cape Fear Community College Interior Design Student Ella Richardson was presented the Rising Star Award at the International Furnishings and Design Association (IFDA) annual conference in High Point, North Carolina. Rising Stars are senior-level undergraduate students

selected by their college as the most outstanding design student. Each honoree showcased one or two recent projects that best exemplify their work and design philosophy.

CFCC Small Business Center Awards

Jerry Coleman had the honor of receiving the State Small Business Center Director of the Year Award. This award is presented to the Director who has provided significant support, time, and service at the state level over and above their job description. Jerry was also the recipient of the “Business Success Story: Most Impact” award. This recognition is given to the SBC Director whose direct involvement with a client resulted in a significant economic impact.

COMMITTEE REPORTS

FACILITIES & EQUIPMENT COMMITTEE

President Morton reviewed the following information.

Wilson Center Multipurpose Addition

A MOTION from the Facilities and Equipment Committee recommends approval by the Board of Trustees for Group III Management, Inc. as the general contractor for the Wilson Center Multipurpose Addition for the amount of \$3,069,000. Motion carried unanimously.

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	\$213,000.00	\$3,226,453.00	\$65,122.63	\$3,504,575.63	\$3,515,385.00	\$10,809.37	Construction Bid Date 12/13/2022

Polling of the Board of Trustees

Wilson Center Multipurpose Addition

The CFCC Board of Trustees was polled on December 21, 2022, and approved by unanimous vote an additional \$1,310,963 to the Wilson Center Multi-Purpose Addition budget. The total project amount is \$3,515,385.

Selection of General Contractor

A MOTION from the Facilities & Equipment Committee recommends approval to the Board of Trustees the approval of Group III Management, Inc. as the general contractor for the Wilson Center Multi-Purpose Addition for the amount of \$3,069,000. Motion carried unanimously.

FINANCE COMMITTEE

President Morton reviewed the following information.

Proposed New Hanover County Budget

A MOTION from the Finance Committee recommends approval by the Board of Trustees of the New Hanover County Proposed Budget in the amount of \$14,322,367. Motion carried unanimously.

Proposed Pender County Budget

A MOTION from the Finance Committee recommends approval by the Board of Trustees of the proposed Pender County Budget in the amount of \$671,277. Motion carried 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 \$31,475. Motion carried unanimously.

State Budget Summary

The State Budget Summary reported 47.29 percent of the budget has been expended as of December 2022.

County Budget Summary

The County Budget Summary reported 55.55 percent of the budget had been expended as of December 2022.

Institutional Funds Update

Mr. Morton reviewed the December, 2022 report. No items were of concern at this time.

CURRICULUM COMMITTEE

Mr. Moskowitz reviewed the following information of proposed new programs.

A MOTION from the Curriculum Committee recommends approval by the Board of Trustees of the Simulation and Game Development Program as presented. Motion carried unanimously.

A MOTION from the Curriculum Committee recommends approval by the Board of Trustees of the Geomatics Technology Program as presented. Motion carried unanimously.

A MOTION from the Curriculum Committee recommends approval by the Board of Trustees of the Human Services Technology Program as presented. Motion carried unanimously.

A MOTION from the Curriculum Committee recommends approval by the Board of Trustees of the Human Services Technology / Mental Health Program as presented. Motion carried unanimously.

SGA REPORT

Mr. Crowder reviewed the following report.

I hope everyone is well and had an enjoyable winter break! As much as I have enjoyed the time off, it's about time to get back to work. As the spring semester begins SGA have multiple events scheduled for our team and the college!

The following events are planned for the spring semester: (with more to come)

- ❖ February 13th – 16th
 - Foreign Film Festival sponsored by the Humanities Department
- ❖ February 18th

- Our officers and senators will represent CFCC at the Spring Division Conference at Pitt Community College
- ❖ March 22nd
 - SGA is hosting a Blood Drive (L – Building)
- ❖ March 23rd – 25th
 - SGA officers and senators are assisting at the Eastern Regional Advisor’s Conference held at CFCC
- ❖ March 31st – April 2nd
 - Officers and senators will represent CFCC at the Spring State Conference held in Durham, NC
- ❖ Date TBD
 - Spring Fling: activities, games, vendors, and food

Overall, student involvement and participation with campus clubs and events is increasing. The college’s efforts to create a more welcoming on-campus environment and safe space for students has been successful. We hope to continue our work to provide more opportunities for students to become involved in campus life.

Lastly, I want to wish the members on the board for a fantastic year! Thank you all for giving me the opportunity to represent more than just myself, but the rest of the students.

FACULTY ASSOCIATION REPORT

Dr. Eric Brandon presented the following report.

The CFCC Faculty Association has scheduled three meetings of the Faculty Association for the Spring 2023 semester. A guest speaker from the North Carolina Community College Faculty Association (NCCCFA) has been invited to attend one of the scheduled meetings.

The Faculty Association officers continue to meet regularly with the CFCC Executive Team to discuss a variety of issues, including faculty and staff salaries.

Finally, the Faculty Association will elect a Faculty Association president and divisional representatives at the end of the Spring 2023 semester.

FOUNDATION REPORT

Mr. Fernando presented the following report.

Notable End-of-Year Giving:

- \$200,000.00 contribution was received from Bill J. Baggett to support students who are victims of domestic violence, as well as previously incarcerated students.
- \$100,000.00 was received from Dan Saklad to support nursing scholarships.
- \$50,000.00 was received from Edwin and Jeanette May to support vocational tech programs.
- \$25,000.00 was received by the Assistance League of Greater Wilmington to support areas of greatest need.

- \$20,000.00 was received from Donna Schaefer to support Wilson Center programming.
- \$18,825.39 was received from Doug Fox to support scholarships in the outboard motor program.
- \$10,000.00 was received from Bill Cherry to support student scholarships.
- \$10,000.00 was received from Ann Longley to support nursing scholarships.
- \$10,000.00 was received from Edward Kiefhaber to support health sciences students.

Events and Accomplishments:

- The next Foundation fundraising gathering will be the Benny Hill Scholarship Concert on Thursday, January 26, at 7:30pm at the Wilson Center. This is an event to raise scholarship funds for the music department. Tickets are free; donations will be solicited.
- The Annual Donor Recognition event is scheduled for Thursday, February 2, 5:30pm-7:30pm at the Wilson Center. We will recognize Foundation donors and initiating donors into new giving societies. There will be a reception for the first hour, followed by the program; student speakers will be also be featured.
- A new website has been built and launched for the Grants Office; it went live on 01/09/23. It is a much more user-friendly portal to support instructors and staff in researching, writing, and managing grants. The Foundation will also be starting regular grant support workshops on campus throughout the year.

ANNOUNCEMENTS

DATE OF NEXT MEETING – MARCH 23, 2023

Meeting adjourned at 6:30 pm.

James P. Morton President/Secretary

Michelle S. Lee, Recording Secretary

/ml