



TO: All Members of the Board of Trustees
 FROM: Mrs. Melodie Darden, Chair, and Dr. Tracy Mancini, President and Secretary
 SUBJECT: Board Meeting: Wednesday, August 14, 2024, at 9:00 AM, Henry J. McGee Boardroom

AGENDA			
I.	*	CALL TO ORDER A. Ethics Statement	Chair Melodie Darden
II.		RECOGNITION OF MRS. MARY CHARLES JENKINS	Chair Darden
III.		ACKNOWLEDGEMENT OF REAPPOINTMENT OF TRUSTEE DEE MESHAW AND TRUSTEE KELLY MAREK ACKNOWLEDGEMENT OF NEW TRUSTEE MORT CONGLETON	Chair Darden
IV.		FOUNDATION CHECK PRESENTATION A. Beaufort Woman’s Club, Scholarship Presentation B. American Legion Post 99, Scholarship Funding for Trades	Chair Darden
V.	*	NOMINATIONS – Approve 2024-2025 Slate of Officers	Chair Darden Dr. Wrenn Johnson
VI.	*	APPROVAL OF AGENDA	Chair Darden
VII.	*	APPROVAL OF MINUTES (June 12, 2024, Attachment 1)	Chair Darden
VIII.		CHAIR REPORT	Chair Darden
IX.	*	NEW BUSINESS A. 2024-2025 Committee Assignments B. 2024-2025 Nominations Committee C. Title IX (Attachment 2)	Chair Darden Chair Darden Dr. Mancini, Mrs Amanda Bryant
X.		NEW EMPLOYEES A. Scott Lane (Promotion) B. Brandi McCullough C. Christopher Matthews D. Lori Vinskus E. Kristina Stewart-Horton F. Kim Miller	Chair Darden Dr. Tracy Mancini Mr. Scott Lane Mr. Perry Harker Mr. Perry Harker Mr. Perry Harker Dr. Maggie Brown
XI.		PRESENTATION A. Performance Measures	Chair Darden Mr. Jonathan Tyndall
XII.	*	COMMITTEE REPORTS A. Building & Grounds Committee 1. Review One Door renovations proposal 2. McGee HVAC Piping update 3. Annual Design Contract Renewal (OED) B. Finance Committee 1. Disaster Recovery Management Service Agreement	Trustee Bill Henderson Trustee Dee Meshaw

XIII.		OTHER REPORTS A. Foundation Liaison B. President's and Executive Leadership Council Reports. (Attachments 3 , 4 , 5 , 6 , 7 , 8 , 9 , 10) C. Student Government Association	Chair Darden Trustee Penny Hooper Dr. Mancini Ms. Jennifer Maldonado-Castro
XIV.		ANNUAL PUBLIC FORUM	Chair Darden
XV.		BOARD COMMENTS	Chair Darden/Trustees
XVI.	*	ADJOURNMENT	Chair Darden

*Indicates Item for Action

DATE	EVENT	TIME	LOCATION
August 13, 2024	Fall semester begins		
September 2, 2024	Labor Day, College closed		
September 12, 2024	Sweet Carolina Honey Showcase	5:00 p.m.	Hospitality and Culinary Arts Center
September 27, 2024	29 th Annual Carteret CC Golf Tournament, for more information, click here	8:00 a.m.	Crystal Coast Country Club, Pine Knoll Shores
September 28, 2024	American Heritage Car Show	10:00 a.m.	McGee Parking Lot



CARTERET COMMUNITY COLLEGE BOARD OF TRUSTEES

MINUTES OF MEETING

June 12, 2024

I. CALL TO ORDER

Following proper public notification, Chair Melodie Darden called the Carteret Community College Board of Trustees meeting to order at 9:01 a.m. on June 12, 2024, at the Henry J. McGee Boardroom on the Carteret Community College Campus, Morehead City, North Carolina. The following were present and/or absent:

Trustees Present

Mrs. Melodie Darden, Chair
Dr. Wrenn Johnson, Vice Chair
Mr. Doug Brady
Mr. Bill Henderson
Mrs. Penny Hooper
Mr. Doug Starcke

Mrs. Rosa Langston
Mrs. Kelly Marek
Mr. Will Rogers (via Zoom)
Mrs. Dee Meshaw
Mrs. Mary Charles Jenkins
Mrs. Catherine Parker (via Zoom)

Student Government Association Present

Ms. Jennifer Maldonado-Castro, 2024-2025 SGA President

Administration Present

Dr. Tracy Mancini	President
Mr. Perry Harker	Vice President, Corporate and Community Education
Mrs. Donna Cumbie	Interim Vice President, Finance and Administrative Services
Mrs. Cindi Goodwin	Director, Operations and Facilities
Mrs. Amanda Bryant	Director, Human Resources
Ms. Logan Okun	Director, Marketing and Public Information
Mr. Richard Abell	Director, Security & Emergency Preparedness
Mrs. Brenda Reash	Executive Director, Foundation
Ms. Angela McMahon	Executive Assistant to the President

College Employees Present

Mr. Jeremy Thompson	Assistant Director, Operations & Facilities
Mrs. Laurie Freshwater	Dean, Health Sciences
Ms. Cathy Deal	Chair, Human Services Technology
Ms. Marquita Hall	SEC Chair
Mr. Louis Giambertone	Instructor, EMS
Ms. Toni Almond	Custodian
Mr. Tyler Wible	Custodian



Guests Present

Mayor Will Lewis	Havelock Mayor and Allies for Cherry Point's Tomorrow President
Ms. Cheryl Burke	Reporter, Carteret County News-Times

A. Ethics Reminder

Chair Melodie Darden called the meeting to order at 9:01 a.m. Chair Darden reminded members of the board of the ethical requirements for public servants and requested that members identify conflicts or potential conflicts of interest with respect to any item on the agenda. No board member expressed any potential or actual conflicts of interest.

II. FOUNDATION CHECK PRESENTATION

Mr. Will Lewis, Havelock Mayor and President of Allies for Cherry Point's Tomorrow, presented a check for \$7,400 for the Allies for Cherry Point's Tomorrow Scholarship. The scholarship allows for a one-time award to each recipient of up to \$500 for eligible tuition and fees. The scholarship recipient must be pursuing a Workforce Development (non-curriculum) course that results in a third-party industry/discipline recognized credential. The scholarship recipient must be a US citizen, a resident of North Carolina, and live in Craven, Carteret, Jones, or Pamlico counties. The recipient must have no less than a 2.0 GPA, if applicable, at the time of the award. Prioritization should be applied as follows:

- Active Duty members stationed at MCAS Cherry Point with approved separation or retirement (spouses too).
- Active Duty members, stationed MCAS Cherry Point (spouses too)
- Separated or retired members within 12 months of separation or retirement from MCAS Cherry Point and residing in Craven, Carteret, Pamlico, or Jones counties
- Dependent children of any of the above.

III. APPROVAL OF AGENDA

Chair Darden presented the June 12, 2024, agenda for approval by the Board.

Trustee Rosa Langston motioned to approve the June 12, 2024 agenda. Trustee Dee Meshaw seconded the motion. The motion passed unanimously by voice vote.

IV. APPROVAL OF MINUTES

Chair Darden presented the May 8, 2024, minutes for approval by the Board.

Trustee Doug Brady motioned to approve the May 8, 2024 minutes. Trustee Mary Charles Jenkins seconded the motion. The motion passed unanimously by voice vote.



V. CHAIR REPORT

Chair Darden offered a sincere thanks to all who had participated in Awards night. She said she met Barwick Award winner Kurt Rogerson for the first time. She thanked Trustees Brady, Rogers, Henderson, Jenkins, Hooper, Langston, and Johnson, for their support of the students at this important event. She said participating in graduation was an excellent way to honor graduates and faculty members and hear inspirational words from Dr. Mancini, guest speaker Dr. Joseph Barwick, and student community representatives. She thanked Trustees Brady, Henderson, Hooper, Jenkins, Johnson, Langston, Marek, Parker, and Rogers for representing the trustees at graduation. Chair Darden said she sent a thank-you email to State Representative Celeste Cairns, and to State Board member Ann Whitford, for their support at graduation. Chair Darden said the College Good Neighbor policy was put to use May 15, 2024, when she and Trustee Bill Henderson met with four Lockhart Street neighbors to discuss the option of using the automotive lot and one of the Lockhart properties as the new location for the boat yard. She said the meeting was cordial and productive and the neighbors had no major objections. They suggested making the corner attractive and there being minimal traffic on Lockhart. Also attending the meeting were three Foundation directors, Dr. Mancini, Ms. Brenda Reash, and Mrs. Cindi Goodwin. Chair Darden said she was also present at the Joslyn Hall Every Student Matters grand re-opening. She asked trustees to take a moment to look at the improvements to Joslyn Hall if they had not already done so. Chair Darden said she was excited about future events there, and in the Brady Sound Garden. Also attending this event were Trustees Brady, Hooper, and Jenkins, and former Trustees Carolyn Brady, and Matt Zettl.

Chair Darden said she attended the County Commissioners' budget presentation with Trustee Meshaw and Dr. Mancini on June 6, 2024. She said Dr. Mancini presented the College county budget and did an excellent job. Dr. Mancini was commended by commissioners not only for her presentation but for the outstanding job she does for the College and for the community. Chair Darden said she would like to publicly acknowledge the contributions of Trustee Meshaw for her efforts on behalf of the College and for being such an asset to the Board.

Chair Darden said she had attended the morning session of the inaugural meeting of the strategic planning committee on June 10, 2024. She said the group will spend this year drafting the new strategic plan. Chair Darden said it was fascinating to watch the process unfold, and the input of the administration and faculty present during this brainstorming session was concrete and thoughtful. She acknowledged Ms. Jennifer Maldonado-Castro and thanked her for input as a student during the meeting. Chair Darden said, during the last strategic planning process, the Board had appointed a liaison. She said she would like to invite a trustee to volunteer to serve as board liaison to the strategic planning team. Dr. Mancini said a few words about the proposed strategic planning process. Chair Darden asked trustees to speak with her or Dr. Mancini if they were interested in being involved or if they were interested in learning more about the strategic planning process.

Chair Darden encouraged trustees to attend upcoming College events which include Celebration on the Sound on June 13, 2024, Taste of the South on June 19, 2024, and the annual fishing tournament starting on July 19, 2024.

Chair Darden wished a happy birthday to Trustee Kelly Marek. She also wished Trustee Hooper a happy birthday for June 15, 2024.



VI. NEW EMPLOYEES

Mrs. Laurie Freshwater, Dean of Health Sciences, introduced Ms. Cathy Deal, new Chair of Human Services Technology. Ms. Deal spoke briefly about her many years of diverse experience in health care, including having worked with Ms. Kathy Foster, whose position she has filled.

Mrs. Freshwater introduced Mr. Louis Giambertone, new curriculum EMS instructor. Mr. Giambertone said he had been a paramedic for seven years and worked previously at Havelock Fire Department and Carolina East. Mr. Giambertone said he graduated from the College's Fire Academy in the fall of 2023.

Mrs. Cindy Goodwin recognized Mr. Jeremy Thompson for being promoted to Assistant Director of Operations & Facilities. Mr. Thompson introduced Ms. Toni Almond and Mr. Tyler Wible as new custodians on the Operations & Facilities team. Ms. Almond said she had 25 to 30 years of housekeeping experience. Her last position was in Jacksonville where she worked for Onslow County. Mr. Wible said he had worked the last twelve years for Ohio State University as a custodian.

Dr. Mancini recognized Mr. Scott Lane for being promoted to VP of Finance and Administrative Services.

VII. PRESENTATION

A. HUMAN RESOURCES

Mrs. Amanda Bryant gave a very informative presentation on the Human Resources team and on recent, ongoing, and planned Human Resource activities.

At the close of the presentation, Trustee Langston commended Mrs. Bryant for the excellent presentation, in particular the amount of data included. Trustee Langston requested a copy of the presentation.

Dr. Mancini commented on how lucky the College was to have Mrs. Bryant. She said that Mrs. Bryant is a true human resource professional. Dr. Mancini said she is very proud of Mrs. Bryant and thankful for all that she does.

NOTE: Trustee Brady left the meeting at 9:31 a.m.

VIII. NEW BUSINESS

A. Consideration of July Meeting

Chair Darden said the Board of Trustees traditionally does not meet in July. She asked if anyone was opposed to not holding a July meeting.

Trustee Meshaw motioned to not have a July Board of Trustees meeting. Trustee Doug Starcke seconded the motion. The motion passed unanimously by voice vote.



IX. OLD BUSINESS

A. Title IX Policy Change Second Read

Mrs. Amanda Bryant presented a draft revised Title IX policy for the second read. Mrs. Bryant said the revised document reflects new federal regulations and moves a section of procedural narrative from the policy document to the procedures document.

Chair Darden requested any questions or comments. None followed.

Trustee Hooper motioned to approve the revised Title IX policy as presented. Trustee Marek seconded the motion. The motion passed unanimously by voice vote.

X. COMMITTEE REPORTS

A. Personnel, Policies, & Bylaws Committee

Chair Darden invited Trustee Jenkins to update trustees on Personnel, Policies & Bylaws committee activity.

1. Review Board Self-Assessment

Trustee Jenkins said the committee met on June 5, 2024, to review the Board Self-Assessment survey. Trustee Jenkins thanked trustees for completing the survey and for doing so in a timely manner. Trustee Jenkins said the survey was overwhelmingly positive and a reflection of how well Dr. Mancini and the leadership team keep the Board informed. Trustee Jenkins invited trustees to review the survey. Discussion followed.

Trustee Jenkins addressed areas that the survey indicated needed greater focus or more attention.

Trustee Jenkins said the survey indicated the Board might improve its understanding of financial issues and the budget. Dr. Mancini said she would like to use retreats as an opportunity to explain the budget and financial issues in greater detail. Dr. Mancini said deeper analysis of the financial report in the Board of Trustees packet might also be beneficial.

Trustee Jenkins said one survey comment had addressed trustee attendance at national events and training. Dr. Mancini said budget constraints limit attending national events but, where possible, advantage is taken of virtual options, and she will continue to look for those suitable for trustees. Dr. Mancini said she encourages all trustees to go to the state NCACCT training, held twice a year, and opportunities to participate at the state level exist for those interested. Dr. Mancini asked anyone who would like to be nominated to serve at the state level to let her know.

Trustee Jenkins said a survey comment had addressed committee minutes. Typically, committee minutes are not approved and available for review before the subsequent Board of Trustees meeting. Dr. Mancini said it is difficult to get committee minutes approved in a reasonable time frame for inclusion at Board of Trustees meetings. Dr. Mancini said she would like to request that, at the next Board review of the policies & bylaws, consideration be given to approving committee minutes by email soon after committee meetings so they can be included as information items at subsequent board meetings.



Trustee Jenkins said the survey addressed 100% participation in Foundation fundraising. Trustee Meshaw asked for clarification on the donation year. Trustee Hooper confirmed it was based on the fiscal year. Trustee Hooper said trustee participation in fundraising was currently at 75%. Trustee Hooper said she had contacted those yet to contribute for the current year via email. Trustee Hooper said the important aspect was not the dollar amount of the donation but rather the participation. Discussion followed on what was considered a donation. Chair Darden said it would be useful to have clarification on what is a donation. She said this could be a list included in the new trustee orientation package and given to all trustees at the beginning of the fiscal year. Trustee Parker said she would like to receive updates from the Foundation on donations made by a trustee each year. Ms. Reash said she and Trustee Hooper had been exploring having a specific pledge form for directors and trustees. Trustee Langston said she had received documentation recognizing a donation to the Foundation. Ms. Reash said they are not required by law to recognize gifts under \$250 but the Foundation chooses to do so.

Dr. Mancini said the trustees are appreciated very much and acknowledged it is awkward to ask trustees to donate. She said a record of 100% trustee donations is very important to success when applying for grants. Dr. Mancini said many trustees go above and beyond in their support of the College and she thanked every one of them for their time, talent, and treasure.

Trustee Jenkins said trustee team building opportunities had been mentioned in the survey. She said a questionnaire with possible team building exercises would be distributed to trustees.

B. Finance

Chair Darden invited Trustee Meshaw to update trustees on Finance committee activity.

1. Annual Budget Continuing Resolution

Trustee Meshaw said the Finance committee had met at 8:30 a.m. on June 12, 2024, to consider the 2024-2025 Continuation Budget. Mrs. Meshaw explained that adopting the Continuation Budget before July 1, 2024, allows the College to continue operating based on the 2023-2024 budget until the state approves and adopts the 2024-2025 budget. Trustee Meshaw said the County budget should be approved on June 17, 2024. Discussion followed.

Trustee Meshaw said the Finance committee brings to the full Board a motion to accept the Annual Budget Continuing Resolution as presented. The motion passed unanimously by voice vote.

C. Nominations

1. Approve Slate of Officers

Trustee Johnson said the Nominations committee met via Zoom on May 28, 2024 at 4:00 p.m. to consider the proposed slate of officers for 2024-2025. Trustee Johnson said the committee recommended leaving the slate of officers unchanged and as follows:

- Chair Trustee Melodie Darden
- Vice Chair Trustee Wrenn Johnson
- Secretary Dr. Tracy Mancini



Chair Darden invited any nominations from the floor. There were no other nominations during the meeting. Chair Darden thanked the Nominations committee and said voting for the officers would take place at the August annual meeting.

XI. OTHER REPORTS

A. Foundation Liaison

Trustee Hooper said the Foundation was very sorry to lose Scott Lane. Trustee Hooper said she would follow up on trustee donations. She said, as already mentioned by Chair Darden, the Foundation has several upcoming events being Celebration on the Sound on June 13, 2024, Taste of the South on June 19, 2024, and the annual fishing tournament from July 19 to July 27, 2024. Trustee Hooper recommended trustees look at Ms. Reash's report in the board packet. She said endowment funding has shown significant growth on the current fiscal year, increasing by \$766,352.

Ms. Reash directed trustees to the last paragraph on the first page of her report and said the name "Tate Johnson" should be corrected to "Tate Lawrence."

B. President's and Executive Leadership Council Report

Dr. Mancini said Joslyn Hall is complete and in demand. Dr. Mancini said she wanted to thank all the donors. She said approximately \$345,000 was raised in donations and Mrs. Goodwin has done an excellent job in stretching those funds. She said work will begin on re-doing the Sound Garden. Dr. Mancini asked trustees to review Mrs. Cumbie's report and noted that, after eleven months, the College is operating slightly under budget. She said summer enrollment is up, and the highest it has been since before 2018. Dr. Mancini said headcount has increased over 5% and FTE approximately 10% and, if able to sustain the growth, the College may qualify for the enrollment growth bonus.

Mr. Harker said the re-entry team participated in an expungement clinic in Craven county. He said the College will hold an expungement clinic in the fall. Mr. Harker said the College is working in partnership with the Re-entry Council, the Hope Mission, and Trillium to sponsor a re-entry simulation. This is scheduled for September 10, 2024, at the Beaufort Hotel.

Mr. Harker said the College is offering an Autism Technical Concepts course over the summer and nine public school teachers have enrolled to date. Mr. Harker said that on completion, participants will qualify for the Registered Behavior Technician Certification.

Mr. Harker said the Construction Academy has started, sponsored again by the General Contractors of the Carolinas' Association. The Association covers course fees and supplies and awards a \$750 stipend to students to cover fees and tools.

Dr. Mancini said that Corporate and Community Education (CCED) will now be called Workforce Continuing Education (WCE) and the Basic Skills Department will now be known as College & Career Readiness (CCR). The name changes will align the College more with the nomenclature used by the NCCC System Office.

Dr. Mancini welcomed Ms. Marquita Hall as the newly elected Chair of the SEC. Dr. Mancini said Marquita has been a part of the Rural College Leaders Program (RCLP), as well as a student and a full-time employee at the College. Dr. Mancini said she is very proud of Marquita and is looking forward to her reports and her being a part of the monthly board meetings.



Dr. Mancini said NCCC System Office approval has been received to proceed with piping and HVAC work in McGee. Dr. Mancini said the College is grateful to the county for the loan of Mr. Christopher Johnson and his work in value engineering the project. Approval has also been received to proceed with the environmental assessment on the proposed Transportation/Trades site. Dr. Mancini said re-zoning applications for the Lockhart property and the automotive site still need to be submitted.

Dr. Mancini said that since graduation, Respiratory Therapy has reported a 100% licensure pass rate and the EMS paramedic program reports a 100% pass rate. Radiography passed ten out of twelve at first attempt and 100% after re-sits, and the Associate Degree Nursing program has 24 of 26 having passed with one scheduled to take within the week. The results place the College above the pass rate required by the State Board of Nursing. Dr. Mancini said she is very proud of the faculty, not only in how they prepare students for exams but in how they prepare students for the workforce and the work that they will do.

Dr. Mancini said, as a student first-place winner in restaurant service from another college has dropped out of the competition, the College will now be sending seven students to the SkillsUSA national competition in Atlanta in June.

Dr. Mancini recognized Mrs. Donna Cumbie and thanked her for her service to the College. Dr. Mancini said Mrs. Cumbie has been at the College for more than 25 years in a number of roles, and she will be missed. Dr. Mancini read a poem dedicated to Mrs. Cumbie.

Chair Darden invited Board comments.

XII. BOARD COMMENTS

Trustee Bill Henderson thanked Mrs. Cumbie for her services. Trustee Henderson thanked Mrs. Goodwin and the Operations & Facilities team, saying the campus looked great.

Trustee Jenkins thanked Mrs. Bryant for her presentation and the work that she does. Trustee Jenkins thanked Mayor Lewis for the Allies for Cherry Point's Tomorrow check presentation.

Trustee Marek thanked everyone for her birthday wishes. She said she was especially excited to hear about all the health care licensure passes.

Trustee Starcke thanked everyone for the information in the Board packet. He said he would like to refer back to Dr. Mancini highlighting the purpose of the 100% compliance in trustee donations is more about participation than the dollar amount, particularly when it comes to grant reporting. Trustee Starcke suggested finding a simple method to facilitate trustee donations.

Trustee Parker said that there is so much going on at the College, she wanted to thank all staff and faculty and everybody that is contributing in any way to make our college one of the best in the state.

Trustee Rogers apologized for not being present in person due to illness.

Ms. Maldonado-Castro said she was very excited to be at the meeting and learning about all the moving parts of governance. She said it will make her SGA role easier.

Trustee Hooper said she was very glad to have Ms. Maldonado-Castro at the meeting. Trustee Hooper thanked Mr. Harker for all the programs in Workforce Continuing Education. She said Mrs. Bryant's presentation was excellent and thanked her. Trustee Hooper thanked trustees for their understanding



of the relationship with the Foundation. She expressed how much she had enjoyed working with Trustee Jenkins.

Dr. Mancini said, as the fate of all trustees was unknown at this point, Chair Darden and herself could confirm that all trustees would continue serving until such time as any newly appointed trustees were in place.

Trustee Meshaw reiterated trustee comments. She said it had been a pleasure to work with Mrs. Cumbie both in her role with the Carteret County Government and in her capacity as a trustee. She thanked Mrs. Cumbie for her service and loyalty and said she has been a great asset to the College.

Trustee Langston said she had been very impressed with Mrs. Bryant's presentation. She said she was very happy to hear from Mr. Harker about new programs. She said she was very happy to learn about work with the Re-entry Council and the planned re-entry simulation, stating no one appreciates the process until required to go through it. Trustee Langston thanked Mrs. Cumbie for her service.

Trustee Johnson thanked Mrs. Cumbie for her service. She said she was especially appreciative of the hard work done in the last year. Trustee Johnson said that Marquita Hall is a great ambassador for the College.

Chair Darden said that Mrs. Cumbie has always demonstrated a quiet competence and thanked her for her service. She thanked Mrs. Bryant for her presentation. She welcomed Jennifer Maldonado-Castro and said she will be an asset to the Board.

XIII. ADJOURNMENT

There being no further business, Trustee Johnson motioned to adjourn at 10:31 a.m. Trustee Hooper seconded the motion. The motion passed unanimously by voice vote.

Submitted by:
Ms. Angela McMahon
Executive Assistant to the President
Assistant Secretary to the Board
June 19, 2024

Melodie Darden, Chair of the Board of Trustees

Date

Dr. Tracy J. Mancini, Secretary to the Board of Trustees

Date

[Return to Agenda](#)

MEMORANDUM

TO: Community College Presidents

FROM: Jonnell Carpenter, *General Counsel* and Delany Davis, *Assistant Legal Counsel*

SUBJECT: Changes to Title IX Regulations and Policy

DATE: July 22, 2024

Purpose

The purpose of this memorandum is to explain the newly issued Title IX regulations that will go into effect on August 1, 2024.

Background¹

Title IX of the Education Amendments became law in 1972 and was enacted as a follow-up to the passage of the 1964 Civil Rights Act. Its primary purpose is to prohibit sex-based discrimination in schools or other educational programs that receive federal funding (a “recipient”). The areas covered under Title IX include recruitment, admissions, and counseling; financial assistance; athletics; sex-based harassment, which encompasses sexual assault and other forms of sexual violence; treatment of pregnant and parenting students; treatment of LGBTQ+ students; discipline; single-sex education; and employment.²

On April 19, 2024, the U.S. Department of Education (the “Department”) issued new regulations that made significant changes to the prior Title IX rules issued in 2020. Whereas the 2020 regulations included a narrower definition of sexual harassment and focused on due process concerns, the 2024 regulations are set to expand the focus of Title IX to sex-based harassment more generally, including discrimination on the basis of sexual orientation, sex stereotypes, pregnancy or related conditions, and gender identity.³ The rules cover students, employees, and third parties who participated or attempted to participate in the school’s educational program or activity at the time the alleged sex

¹ U.S. Department of Education Releases Final Title IX Regulations, Providing Vital Protections Against Sex Discrimination. *U.S. Department of Education*, 19 April 2024

² Title IX and Sex Discrimination. *U.S. Department of Education*, 20 Aug. 2021, www.ed.gov/about/offices/list/ocr/docs/tix_dis.html.

³ Executive Summary of Title IX Regulations. *National Association of Independent Colleges and Universities*, 1 May 2024, www.naicu.edu/naicu/media/pdf/Title%20IX/Executive-Summary-of-Final-Biden-Title-IX-Rules.pdf.

discrimination occurred. Recipients will have until the regulations' effective date of August 1, 2024, to update their policies and train staff on the new requirements.

Key Differences Between the 2020 and 2024 Regulations⁴

A. Hostile Environment Harassment

Sex-based harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex when it takes the form of quid pro quo harassment, specific offenses, or hostile environment harassment. The 2024 regulations expand the definition of hostile environment harassment to cover a wider scope of conduct. The 2020 regulation prohibited unwelcome sex-based conduct only if it was “so severe, pervasive, and objectively offensive.” Now, a hostile environment harassment is defined as an unwelcome sex-based conduct that, “based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive, that it limits or denies a person’s ability to participate in or benefit from the recipient’s education program or activity.”⁵

Additionally, under the new regulations, a recipient is required to address a sex-based hostile environment in its education program or activity in the United States, even if the conduct occurred outside the recipient’s education program or activity or outside the United States. The 2020 regulations did not address this obligation.

B. Filing Complaints

Students, employees, and individuals will now be able to file a Title IX sex discrimination complaint even if they choose to leave the institution’s education program or activity because of the discrimination or for other reasons. In contrast, the 2020 regulations limited the Title IX complaint process to current students or employees or to individuals attempting to participate in the institution’s education program or activity.

Furthermore, the new regulations allow for written and oral complaints. Whereas the 2020 regulations required complaints to be made only in writing and signed by the complainant. Once a complaint is made, it is now objectively understood as a request for the recipient to investigate and make a determination about the alleged Title IX discrimination.

C. Responding to Complaints

The 2024 regulations require a recipient with knowledge of sex discrimination to respond promptly and effectively once they’ve been notified. The 2020 regulations required a recipient to respond to a complaint only when it has “actual knowledge” of allegations of sexual harassment, and only in a manner that is not deliberately indifferent. “Actual knowledge” at a post-secondary institution is when the Title IX Coordinator and employees

⁴ Title IX Final Rule Summary. *U.S. Department of Education*, 19 April 2024, <https://www2.ed.gov/about/offices/list/ocr/docs/t9-final-rule-summary.pdf>

⁵ A Closer Look at New Title IX Regulations. *The Harvard Gazette*, 14 May 2024, <https://news.harvard.edu/gazette/story/2024/05/a-closer-look-at-new-title-ix-regulations/>

with authority to institute corrective measures have notice of allegations of sexual harassment. Elementary schools and secondary schools have “actual knowledge” when any employee has notice of such allegations. The new regulations eliminate the delineation between institution types.

The new regulations also allow recipients to offer an informal resolution process in the absence of a formal complaint. However, the informal resolution must be made voluntarily. Additionally, an institution cannot offer informal resolution where the complaint alleges an employee engaged in sex-based harassment of an elementary or secondary school student.

D. Due Process

The 2024 Title IX regulations will revise some of the hearing requirements that the current regulations impose on institutions and victims of sex discrimination. The 2020 regulations required a live hearing. During a live hearing, both parties could ask questions (through an advisor or an attorney), provide evidence, present witnesses, and do a cross-examination. The new rules permit, but do not require, institutions to conduct a live hearing as part of their grievance process. In place of a live hearing, there must be a process in place to assess the credibility of parties and witnesses, including follow-up questions that challenge credibility.

The new regulations also move away from mandatory dismissal of formal complaints. Now, institutions must provide an opportunity to appeal the dismissal and notify the complainant of that right. The recipient must also notify the respondent if the dismissal occurs after the respondent has been notified of the allegations. Under the 2020 regulations, complaints must be dismissed if the conduct didn’t meet the definition of Title IX sexual harassment.

E. LGBTQ+ Protections

In 2020, the Supreme Court ruled that discrimination on the basis of sexual orientation or gender identity must be included under Title IX on the basis of sex discrimination.⁶ While this has already been in effect, it is now officially written into the 2024 regulations. The new regulations clarify that sex discrimination includes discrimination based on sex stereotypes, sex characteristics, sexual orientation, and gender identity.

F. Violations

The new regulations retain a provision specifying that the Department will not deem an institution in violation of Title IX solely because the agency would have reached a different determination. The rules also preempt state or local laws or other requirements that conflict with Title IX.

G. Retaliation

The 2024 regulations define retaliation as “intimidation, threats, coercion, or discrimination against any person by the recipient, a student, or an employee or other person authorized by the recipient to provide aid, benefit, or service under the recipient’s education program

⁶ Bostock v. Clayton Cnty., 590 U.S. 644

or activity, for the purpose of interfering with any right or privilege secured by Title IX or [the regulations], or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing” under the regulations.”

However, a recipient may require employees to participate as witnesses or to assist with an investigation, proceeding, or hearing. This allows employers to have consistent Title VII and Title IX policies. In addition, the new regulations now clarify that retaliation includes peer retaliation by other students. The 2020 regulations prohibited retaliation, but they did not include a definition of the term.

H. Grievance Process

The 2024 regulations include two sets of grievance procedures: (1) general grievance procedures that apply to all claims of sex discrimination; and (2) additional grievance procedures that apply only to sexual harassment complaints involving students at postsecondary institutions. Attachment A below provides a summary of grievance procedures for all sex discrimination complaints under Title IX as well as additional requirements for grievance procedures for sex-based harassment complaints involving a postsecondary student.

I. Training Requirements

Recipients are required to provide all employees with training regarding the obligation to address sex discrimination, the scope of conduct that constitutes sex discrimination, and applicable notification requirements. The 2024 regulations specify that training must occur promptly upon hiring or change of position that alters an employee’s Title IX duties and annually thereafter.

J. Disclosure of PII

The 2024 regulations amended a narrower 2020 provision that prohibited a recipient from disclosing only the identity of certain individuals participating in a Title IX grievance procedure. The new regulations now prohibit a recipient from disclosing personally identifiable information obtained in the course of complying with Title IX, with limited exceptions, such as when the recipient has prior written consent or when the information is disclosed to the parent of a minor.

K. Pregnancy Discrimination

The 2024 regulations strengthen existing requirements that recipients must protect students, employees, and applicants from discrimination based on pregnancy, childbirth, termination of pregnancy, lactation, related medical conditions, or recovery, including by providing reasonable modifications for students, reasonable break time for employees for lactation, and a clean, private lactation space for both students and employees. This update also stipulates that recipients may not require a student to provide supporting documentation to confirm lactation needs for reasonable modifications or to access a lactation space. Previously, protection from pregnancy discrimination was only provided for

students, employees, and applicants based on pregnancy, childbirth, termination of pregnancy, and recovery.

Challenges to the 2024 Regulations⁷

As of July 2, 2024, the Department is currently enjoined by federal court orders from enforcing the 2024 Title IX regulations in the states of Alaska, Idaho, Indiana, Kansas, Kentucky, Louisiana, Mississippi, Montana, Ohio, Tennessee, Utah, Virginia, West Virginia, and Wyoming, and the regulations therefore do not currently apply in those states.⁸

On July 15, 2024, a Kansas judge blocked the new regulations for institutions attended by members of three private organizations – the Young America's Foundation, Female Athletes United, and Moms for Liberty.⁹ More than 670 colleges and universities, spread across 48 states and some territories are now covered by the injunction.¹⁰

Impact on the North Carolina Community College System¹¹

While North Carolina is not a state enjoined by the initial federal court order from enforcing the 2024 Title IX Regulations, the latest order identifying the colleges with members of the two of the three organizations include the following North Carolina Community Colleges – Alamance, Carteret, Central Piedmont, Davidson County, Gaston, Guilford Technical, and Wake Technical. This information is current as of the drafting of this memorandum. The judge denied the Biden Administration's request to narrow the injunctions to only colleges where the organization had members at the time of the ruling. The judge concluded that both current and prospective members are entitled to the relief ordered. Additionally, the judge concluded that Moms for Liberty has until July 26th to submit their list to the court identifying colleges with their member's children. Therefore, additional colleges may be added to this injunction in the future.¹²

Since the court order prevents the Department of Education from enforcing the 2024 Title IX regulations, the North Carolina community colleges listed in the order are not required to adopt the new regulations and must maintain the current policies until further notice. However, any college not listed in the court order is required to adopt the new regulations by August 1, 2024. The System Office will continue to monitor this order to see if any additional colleges are identified.

Updating College Policies

To further support recipients in creating policies that comply with the 2024 regulations, the Department's Office for Civil Rights developed a resource for drafting nondiscrimination

⁷ *Supra*, 3

⁸ *Supra*, 4

⁹ *Kansas v. United States Dep't of Educ.*, 2024 U.S. Dist. LEXIS 116479

¹⁰ Nearly 700 More Colleges Don't Have to Comply with New Title IX Rule. *Inside Higher Ed*, 17 July 2024, <https://storage.courtlistener.com/recap/gov.uscourts.ksd.152561/gov.uscourts.ksd.152561.67.2.pdf>

¹¹ *Supra*, 8

¹² *Kansas v. United States Dep't of Educ.*, 2024 U.S. Dist. LEXIS 127751

policies, notices of nondiscrimination, and grievance procedures. This resource will be included with this memo and can be accessed [here](#).

Conclusion

Overall, the newly issued regulations expand on several major provisions from the 2020 regulations and provide schools with information to meet their Title IX obligations while providing discretion and flexibility to account for variations in school size, student populations, and administrative structures.

The System Office will be closely monitoring developments in relation to this memorandum and encourage each community college to do the same.

TO: Carteret Community College Board of Trustees
FROM: Dr. Tracy Mancini, President
DATE: August 8, 2024
SUBJECT: Board of Trustees August 14, 2024, Meeting



The **image of the month** (left) is Carteret CC's newly wrapped Food Trailer, compliments of **Beaufort Wine & Food**. This fall semester, food truck curriculum has been added to degree and WCE programs on campus and at Western Carteret Library. Featured on the truck is

recent graduate **Shawndale Coffey**, who will be traveling to France this fall as one of our Goellner Exchange interns.

At the August State Board of Community Colleges' meeting, Carteret CC was awarded \$900,000 in **High-cost Workforce Start-up and Expansion Funds**: \$500,000 to start the **Dental Assisting I** program and \$400,000 to expand the **Nursing/Surg Tech Simulation Center**. These funds can be used over two years and will help with the salary of a Dental Assisting instructor/program coordinator as well as state-of-the-art equipment for instruction.

Dr. Brown notes in her report that **80 students completed** curriculum degrees (31), diplomas (11), and certificates (38) in Summer 2024. Mr. Harker highlights six recent completers who were assisted in their education by the **Workforce Innovation and Opportunity Act (WIOA)** federal funds the College manages. This past year, WIOA helped 92 students with tuition, textbooks, uniforms, transportation, and emergency aid. Among them were "opportunity youth" between 18 and 24 who have not completed post-secondary education or training and are underemployed, as well as displaced workers and re-entering justice-involved individuals. The students Mr. Harker describes not only graduated, but they moved directly into good-paying jobs in Radiography, Nursing, Respiratory Care, Long-haul Trucking, and Law Enforcement.



Don't miss the Automotive program's **American Heritage Car Show** on campus Saturday, September 28, to raise program funds to support program supplies and equipment. **Escoffier Dinner** and **Wine Expo** tickets go on sale later this month too.

Finally, the senior leadership team and Mr. Richard Abell are excited to launch a new initiative called **Third Week**. During the third week of each fall and spring semester, the College will conduct safety and emergency preparedness education for students and employees. Topics will include Emergency Communications, Fire Safety, Campus Safety, and Weather Safety. I will be sure to share relevant communications with Trustees during the Third Week.

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TO: Carteret Community College Board of Trustees
FROM: Perry Harker
DATE: 7/31/2024
SUBJECT: Workforce & Continuing Education August Board Report

Two employees started in the College and Career Readiness Department: Christopher Mathews, the Department's director, and Lori Vinskus, the Assessment and Retention Specialist.

In July, Chris Matthew, Lori Vinskus, and Tina Futrell, Workforce Continuing Education Data Coordinator, attended the North Carolina Information Processing System Users Group conference in Charlotte, North Carolina.

The third Scott Eckholdt Camp was completed the last week of July. Supported by three local foundations, it focused on underserved middle school students, we served 60-plus middle school-aged students at no cost to the students or their families.

We held Camp 911, which introduces students to careers in public safety, and Marine Captains camp for middle school students.

Kevin White assisted a young 4-H member with a presentation on CPR and intubation for a public speaking competition. The young lady is in sixth grade. Her presentation took first place in the District and moved on to the State competition in August.

Criminal Justice partnered with the North Carolina Internal Affairs Investigators Association to host specialized training for 74 investigators.

Life Enrichment will offer guitar lessons on campus and at Western Carteret Library starting in September. We are also exploring a partnership with Morehead Parks and Recreation to offer classes at their location.

A collaborative effort with Parker Offshore and the Carteret Correctional Center to create pipeline training for inmates eligible for work release. It would allow inmates to enroll in our Boatbuilding Academy and report to Parker Offshore for employment when completed.

We received grant funding of \$500,000 to support the development of the Dental Assisting I program. Our local dentists have expressed the need for this training to provide skilled employees for their practices.

This past month, the Re-entry Coordinator coordinated outreach events at Hope is Alive Men's House in Otway and the Morehead City Treatment Center.



The Re-entry Council, Trillium, and the Town of Beaufort are hosting a Re-entry Simulation event at the Beaufort Hotel on 9/10/24. In this simulation, you will learn about the many barriers that justice-involved individuals face.

The Carteret County Electrical Contractors donated funds to our Re-entry program to cover the cost of CCATS transportation for clients.

The WIOA Team assisted 92 students with tuition, textbooks, uniforms, transportation, and emergency aid in PY23-24. Though the WIOA Program celebrated several graduates this year, we would like to highlight a few of them. Kayla Chicas and Arron Stewart completed the Radiography Program and work in their field. Kiara House completed the ADN Program and started her first nursing job at ECU Health. Chelsea Karnes completed the Respiratory Therapy Program and works at Carteret Health Care. Devin Dunn completed the CDL Program and is working with SRM Trucking. Josh Haddeman completed the BLET Program and is currently employed with the Carteret County Sheriff's Office. These students credit the WIOA Program for helping them reach their educational and career goals.

We are working with the State Barber Board to establish an academy at the college. Things are progressing in obtaining site approval. The maximum student enrollment will be ten.

Later this month, we will offer our third Saturday welding class for Spanish speakers. We are exploring offering additional courses to be taught in Spanish.

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TO: Carteret Community College Board of Trustees
FROM: Maggie Brown, Vice President of Instruction and Student Support
DATE: 08/06/24
SUBJECT: Board of Trustee 08/14/2024 Meeting

- Fall classes begin 08/13/24. Our Admissions and MAPS Centers are very busy admitting and registering students.
- During the Summer '24 term, 80 students completed certificates, diplomas, or degrees. Many of those will be returning to continue coursework in their programs.
 - Certificate: 38
 - Diplomas: 11
 - Associate: 31
- We will be having our back to class activities the week of August 12th to welcome our students back to campus. Activities will include
 - Aug 13 "Scooping for Success" Ice Cream Social 1:00pm-2:30pm
 - Aug 14 "Pizza, Planers, and Pens"
 - Aug 15 "Have a poppin' semester" Popsicles and Popcorn 10:30am-1:00pm
 - Aug 16 "Fruitful Finish" Fruit themed snacks from 9:00am until supplies run out
- The food truck has been wrapped and features our Hospitality, Culinary, and Baking & Pastry Arts programs and our partnership with Beaufort Wine and Food. We will be utilizing the food truck through all of our HCAC programs in the fall to give students another real world cooking and production experience. We will also be teaching a food truck class at the Western Carteret library campus.
- This summer, we have hosted information events at The Bridge Down East and an after hours FAFSA assistance event.
- Our Dean of Student Services has reached out to the contact list of community leaders who attended our community outreach breakfast in the spring. We are offering our services to come to any organization that has a population of individuals who would like more information on college programs and admissions. Please share Dean Stroud's contact stroudl@carteret.edu if you know of a group who would like for us to come out and share information.

TO: Carteret Community College Board of Trustees
FROM: Scott Lane, Vice President of Finance & Administrative Services
DATE: August 6, 2024
SUBJECT: Board of Trustee August 14, 2024 Meeting

Financial Services

Bank Reconciliation Status Report										
	CORE BANKING State Funds			Truist Institutional Funds			FIRST CITIZENS County Funds			
	Received	Reconciled	Balance	Received	Reconciled	Balance	Received	Reconciled	Balance	
Jul-23	08/01/23	08/02/23	\$ 168,657.75	08/02/23	08/08/23	\$ 2,254,719.92	08/01/23	08/01/23	\$ 317,205.02	
Aug-23	09/01/23	09/01/23	\$ 269,672.73	09/01/23	09/15/23	\$ 2,084,193.78	09/01/23	09/01/23	\$ 385,303.97	
Sep-23	10/01/23	10/02/23	\$ 205,745.34	10/01/23	10/06/23	\$ 2,294,010.19	10/01/23	10/02/23	\$ 189,890.37	
Oct-23	11/01/23	11/02/23	\$ 290,003.32	11/01/23	11/02/23	\$ 1,935,534.72	11/01/23	11/01/23	\$ 685,606.58	
Nov-23	12/04/23	12/07/23	\$ 457,779.94	12/04/23	12/08/23	\$ 1,781,155.02	12/04/23	12/07/23	\$ 385,744.37	
Dec-23	01/02/24	01/02/24	\$ 314,806.71	01/02/24	01/09/24	\$ 632,743.75	01/02/24	01/02/24	\$ 20,526.18	
Jan-24	02/01/24	02/05/24	\$ 194,425.28	02/01/24	02/05/24	\$ 739,900.90	02/01/24	02/05/24	\$ 448,682.77	
Feb-24	03/01/24	03/01/24	\$ 33,165.70	03/01/24	03/01/24	\$ 350,432.45	03/01/24	03/01/24	\$ 287,365.74	
Mar-24	04/01/24	04/02/24	\$ 121,359.78	04/01/24	04/08/24	\$ 673,411.26	04/01/24	04/02/24	\$ 6,331.65	
Apr-24	05/01/24	05/02/24	\$ 96,800.99	05/01/24	05/06/24	\$ 606,176.11	05/01/24	05/02/24	\$ 606,737.41	
May-24	06/10/24	06/10/24	\$ 10,095.59	06/10/24	06/21/24	\$ 3,145,842.50	06/10/24	06/10/24	\$ 555,880.56	
Jun-24	07/03/24	07/08/24	\$ -	07/03/24	07/11/24	\$ 3,421,922.14	07/03/24	07/08/24	\$ 178,432.96	

Budget/Expenditure Update

- Fiscal year 2025 state budget expected later in 2024.
- The table below is a snapshot of July expenses for both state and county funds compared to last fiscal year

Fiscal Year	Appropriation	July Expenses
2025	State	\$ 1,202,764
	County	\$ 339,493
2024	State	\$ 1,094,059
	County	\$ 302,414

- Expended 96.5% of the College's state allocation for the 2024 fiscal year.
- State funds had an unspent budget of \$587,689; \$425,557 in special allocations and \$151,066 in equipment. \$576,623 are expected to be eligible for carry forward into the new fiscal year.
- County capital projects including McGee Piping, Wayne West Sim Lab, and Wayne West Mechanical are still in progress and the College intends to request a roll forward of unexpended funds

Emergency Preparedness and Security

- Meetings Attended
 - Staff Executive Committee
 - Association of Community Colleges Safety & Security Officials Board Meeting
 - Web EOC Overview (County Wide Emergency Info Platform for Disasters)

- Other
 - High School Equivalent Safety Orientation
 - Aduly High School Orientation
 - Medical Assisting Orientation
 - Pinning Ceremony for Health and Human Services and Phlebotomy
 - Assist with planning and landing on campus East Care Helicopter for our Emergency Medical Students for practical
 - Assist Morehead City Police Department with planning of their National Night Out

- 3rd Week Preparedness
 - Carteret CC will hold the first “3rd Week Preparedness” August 26-29. 3rd Week will be informing students, faculty and staff what to do during emergency situations. This will be done during the 3rd week of each Fall and Spring semester moving forward.
 - Each day during that week will be a different topic
 - Day 1 – Emergency Communications
 - Information on Regroup, Emergency Alert System, See Something Say Something, and locations of AED’s and Orange Emergency bags
 - Day 2 – Fire Safety
 - Campus rally points, Fire extinguisher training, and 2 fire drills will be conducted this day (one in AM and one in PM)
 - Day 3 – Campus Safety
 - Active shooter protocol, bomb threats, and 2 shelter in place drills will be conducted this day (one in AM and one in PM)
 - Day 4 – Weather Safety
 - Hurricane preparedness with NWS hosting a presentation from 1:00-2:00 p.m. this day, heat stress and safety

TO: Carteret Community College Board of Trustees
FROM: Cindi Goodwin Director, Operations and Facilities
DATE: July 29, 2024
SUBJECT: Board of Trustee August 14, 2024, 2024 Meeting – Facility and Operations Updates

- Wayne West Health Science Simulation Center Phase III : Construction began June 4th to renovate the office wing of Wayne West second floor. Construction is ongoing and is anticipated an August 15th completion date.
- Public Safety Training Center (BLET): Construction to add HVAC to the gymnasium is 100% complete.
- New classroom wayfinding signage began installation the middle of June with the first and third floors to be completed the first week of August. The Wayne West building will be the first completed and the new signs incorporate our LOGO and branding colors.
- Workforce Center for Construction Trades and Transportation Technology: The NC State Board has received and approved our request to begin the project. Our attorney, Jane Gordon, has successfully changed all five deeds into the name of Carteret Community College Board of Trustees. The re-zoning and re-combination of property is the next step to allow us to build on the site. The request to State Construction to use the Design Build method was approved and the RFQ to advertise this project is set for August 15th. A selection committee to hire the Design/Build professionals will be submitted to Buildings and Grounds.
- One-Door: Layout of spaces have been completed. A “reveal” to the McGee occupants was held July 10th to show the status of the design and to receive feedback. On July 16, the One Door “reveal” was exhibited to all interested employees on the progress of this project. Dr. Mancini addressed both groups, explaining the steps and criteria that have been considered since last fall’s initial design launch. Next steps will include phasing the project to fall within budget and to prepare schedules for the start of construction.
- McGee Piping Renovation: contracts have been executed and bond information has been provided by Brady Services. Schedules are being prepared for a September start date.

Thank you,

Cindi Goodwin

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TO: Carteret Community College Board of Trustees
FROM: Brenda Reash, Executive Director Foundation
DATE: July 30, 2024
SUBJECT: Board of Trustee August 14, 2024 Meeting

The Foundation concluded a successful year with a net revenue of \$861,645. Despite fundraising goals falling slightly short by 3.97% last fiscal year, donor contributions to endowments marked a significantly successful year as did successful grant applications, and support provided to the college surpassed the planned budget by 158.91%.

2023-2024 Fiscal-Year Goals Achieved:

- Year-End Event Fundraising and Donation & Resale Program Revenue: \$642,004 (96.03% of goal).
- Year-End Endowment Donor Funding Added to Investment Portfolio: \$794,098
- Year-End College Support Total: \$468,689 (158.91% completed goal)
- Year-End Total Scholarship Support: \$165,684 (100% completed goal)
- Year-End Funding Added to Reserve Fund: \$100,000 (100% completed goal)
- Established four new annual scholarships or new program funds (\$24,900)
- Established six new annual scholarship endowments (\$170,220)
- Created one new program endowment (\$64,000)
- Secured four major naming gifts for the "Every Seat Matters" campaign for Joslyn Hall (\$200,000)
- Completed the "Every Seat Matters" campaign for Joslyn Hall (\$340,800 total raised includes naming gifts noted above)
- Brought on 20 new sponsors out of 62 total sponsors (\$107,300)
- Awarded 9 grants out of 24 submissions (awarded \$2,049,156)

Additionally, we completed a partnership with the ENC Food Bank to support the Student Food Pantry with free product. We have made three pick-ups of supplies for students, goal is to plan a pick up once a quarter or more as needed.

Community Relationship and Current Activities:

Foundation Board of Directors Governance Committee will be reviewing applications of potential new members, and make a recommendation to the full board in September.

Board Member terms that ended:

- Dr. Michael Gooden, Healthcare
- Mr. Bill Weinhold, Finance
- Dr. Cynthia Chamblee, Education



UPCOMING EVENTS/OPPORTUNITIES TO BE WITH DONORS

The 17th Annual Spanish Mackerel Fishing Tournament, presented by Window World of Eastern North Carolina, was a success. We hosted 41 boats and over 200 anglers throughout the week-long event. Despite less than ideal weather conditions, our dedicated anglers persevered, with an average of at least six boats weighing fish daily. The top boat winner took home \$2,306.25.

Carteret Community College Golf Tournament is scheduled for Friday, September 27, 2024. We need your help with:

- Hole Sponsors
- Golf Teams (teams of four) – we typically have 20-22 teams participate. Shot-gun start will be at 9AM at the Crystal Coast Country Club, Pine Knoll Shores. Link to register: [2024 Golf Tournament \(redpodium.com\)](https://www.redpodium.com/2024-golf-tournament)

The Crystal Coast Wine Expo is set for November 7-9, 2024. This three-day event will feature:

- Thursday, November 7th: Donut and Wine Pairing with Hang 10 Donuts and Empire Wine.
- Friday, November 8th: A Table in Tuscany Wine Pairing Dinner with Chef Genevieve Guthrie, Executive Chef of Coral Bay, and Legacy & Worth Wines of Distinction.
- Saturday, November 9th: Grand Tasting with 8 wine distributors represented.
- Saturday, November 9th: Wine Academy Classes with Sommeliers Jason Eure and Brett Chappell.

Presenting sponsors, and dinner sponsorships are available, sponsors will receive tickets to each event. Tickets will be available for purchase soon.

Program Specific Events supported by Foundation:

Sweet Carolina Honey Showcase – September 12th. Tickets are available: [Sweet Carolina Honey Showcase 2024 \(ticketspice.com\)](https://www.ticketspice.com/sweet-carolina-honey-showcase-2024) This event supports the NC State Apiary Research Professor Endowment and Carteret CC Culinary & Baking & Pastry Arts.

Escoffier Dinners – are scheduled for September 17th, December 6th, January 28th, and February 25th. Tickets will be available for purchase soon. The dinners support the Hospitality & Culinary Arts Programs, and provides funding to send the Goellner Exchange Students to France each fall.

American Heritage Car Show is scheduled for Saturday, September 28th. This event will support the Automotive Technology Program. Folks can enter their cars, trucks and jeeps for a chance to win one of 16 prizes. Link to register: [American Heritage Car Show – Carteret CC](https://www.americanheritagecarshow.com/carteret-cc)

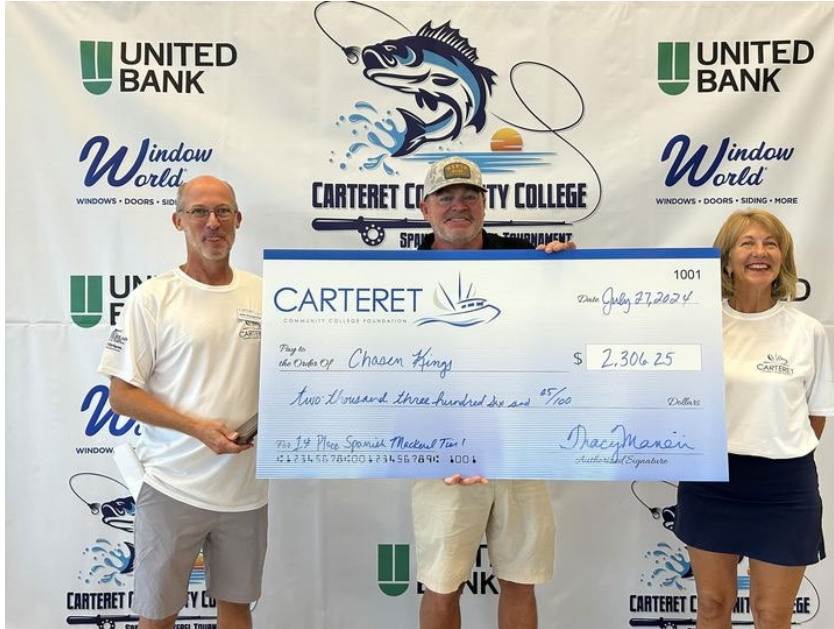
GRANTS

Current Projects:

- Results for the TRiO, Duke Energy, and BCBSNC grant submissions are pending (more than \$2 million).
- Submitted a Big Rock grant for a Boat Building endowment.

17th Annual Spanish Mackerel Fishing Tournament

Winner – Brian Hudson, Chasen Kings, 7.2-pound Spanish Mackerel



Kid anglers ages 0-9 years old



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TO: Carteret Community College Board of Trustees
FROM: Amanda Bryant, HR Director
DATE: August 6, 2024
SUBJECT: Board of Trustee August 2024 Meeting

Recruiting/Hiring*

Position	Replacing	Status
Nursing Instructor	Kay Tosto	Tamara Kavanaugh DOH 8/15
Custodian	New due to restructure	Tyler Wible DOH 6/11
Instructor, Dental Assisting I PPT	New	1 candidate pending VP review
IT Specialist I (2 positions)	Michales/ Gurganus	Nicholas McGee DOH 6/24; Ethan Lynk DOH 7/8
Lead Instructor, Welding	Steve Martin	Interviews 8/8 or 8/13
Grants Coordinator	Kristy Mrock	Brandi McCullough DOH 8/5
Finance & Administration Coord	Re-org (Laurie Massey)	Interviews 7/24; pending recommendation memo
Aquaculture Instructor	New grant funded 1-year	Tyler Gibson DOH 8/6
Aquaculture Project Manager	New grant funded 1-year	Katherine Stasser DOH 8/6
Esthetics Tech Instructor	Teresa Kreman	Posted 7/18
Instructor, Diesel (10-months)	Billy Hurley	Posted 7/3; awaiting candidate review
Chair, Nursing	Camella Marcom	Posted, with interview projected week of 8/19

*Excludes Adjunct part-time, temporary job postings

Turnover Data:

Fiscal Year	FY2025	FY2024	FY2023	FY2022	FY2021	FY2020	FY2019	FY2018
New Permanent Hires	1	28	22	28	26	17	27	5
Internal Transfer/Promo	0	7	7	6	7	7	1	6
Total Hires	1	35	29	34	33	24	28	11
Retirement	1	9	7	11	9	4	2	4
Resignation	0	11	13	13	9	12	14	5
Involuntary resignation	0	3	2	3	6	2	3	1
Total Terms	1	23	22	27	24	18	19	10

Employee Headcount and Turnover

July Headcount		July Turnover	FY25 YTD Turnover	Historical Turnover
F/T Perm Faculty	63	0.61%	0.61%	FY24: 13.71%
F/T Perm Staff	100			FY23: 13.11%
P/T Perm Faculty	1			FY22: 16.36%
P/T Perm Staff	1			FY21: 13.35%
Total Perm	165			FY20: 8.48%
Total Payroll	275			FY19: 10.66%



Recent Employee Departures

Position	Name	Date
Chair, Human Services	Kathy Foster	6/30/24
IT Specialist	William Gurganus	6/30/24
Instructor, English	Nathan Branson	6/15/24
Chair, Sciences and PE	Phil Morris	6/19/24
Interim Vice President, FAS	Donna Cumbie	7/31/24

Other: 1) Finished the classroom portion of the inaugural Carteret Leadership Academy with 10 participants; job-shadowing planned for August & September, with program completion in October. 2) Following Title IX implementation injunctions, which includes Carteret CC as of a July 2, 2024 ruling from the US District Court for the District of Kansas. 3) Preparing for fall open enrollment with the State Health Plan TPA transition.

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Carteret Community College - Board of Trustee Report

Student Government Association President

Jennifer Maldonado-Castro

August 14, 2024

The SGA Executive Board has agreed on our two main focuses for the current school year. The first objective is to increase outreach and inform the student body about all the financial opportunities, library resources, and campus events that are occurring. The second objective places emphasis on our community outreach to highlight the excellence of our students and campus.

The SGA Executive Board has dates for our major fall semester events and activities. This week we are hosting a “Welcome Back Week” which consists of different daily snacks and resources for students to take advantage of which will all be in the Bryant Student Center.

On August 28th, we will be hosting “Clubs & Grub” which is a chance for the student body to interact with the wonderful clubs on campus to increase club participation.

On September 25th, we will host the “Fall Fest”. This is a highly anticipated event, and our culinary program on campus will be preparing and cooking the food.

I will report on other dates for SGA events as they get closer. The executive board and I would like to extend an invite to any board members that are able to attend. The times are listed on the college website under ‘Current Students’.

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