



TO: All Members of the Board of Trustees
 FROM: Dr. Wrenn Johnson, Chair, and Dr. Tracy Mancini, President and Secretary
 SUBJECT: Board Meeting: Wednesday, August 12, 2026, at 9:00 a.m., Foundation Boardroom

AGENDA			
I.	*	CALL TO ORDER A. Ethics Statement	Chair Johnson
II.		FOUNDATION CHECK PRESENTATION A. Jim Normile Memorial Scholarship Endowment – Mr. Floyd Messer	Chair Johnson
III.		ACKNOWLEDGEMENT OF REAPPOINTMENT AND SWEARING IN OF REAPPOINTED AND NEW TRUSTEES WILLIAM ROGERS & Dr. JAMES T. BAYNUM III	Chair Johnson Mr. Ken Raper
IV.		SWEARING IN OF 2026-2027 SLATE OF OFFICERS	Chair Johnson Mr. Ken Raper
V.	*	APPROVAL OF AGENDA	Chair Johnson
VI.	*	APPROVAL OF MINUTES (June 10, 2026, Attachment 1)	Chair Johnson
VII.		NEW BUSINESS A. 2026-2027 Committee Assignments B. First Read Policies: 3.23 Intercollegiate Student Athletics Policy 2.19 Employee Code of Conduct Policy 2.19.1 Disciplinary Action, Suspension and Dismissal Policy 2.21 Conflict Resolution Policy 5.1 Americans with Disabilities/Accessibility Policy 5.6 College Smoking Policy 5.9 Electronic Signature Policy 5.10 Free Speech, Distribution of Material and Assembly Policy	Chair Johnson, Dr. Mancini
VIII.		COMMITTEE REPORTS	Chair Johnson
IX.		OTHER REPORTS A. Foundation Liaison B. President's and Executive Leadership Council Reports. (Attachments 2 , 3 , 4 , 5 , 6 , 7 , 8 , 9 , 10) C. SEC Report	Chair Trustee Mort Congleton Dr. Mancini Mrs. Merianne Grigoriuc
X.		ANNUAL PUBLIC FORUM	Chair Johnson
XI.		BOARD COMMENTS	Chair Johnson /Trustees
XII.	*	ADJOURNMENT	Chair Johnson

*Indicates Item for Action

DATE	EVENT	TIME	LOCATION
August 17, 2026	Fall semester begins		



August 29, 2026	Mamma Mania! The American Tribute to ABBA	7:00 p.m.	Civic Center
September 7, 2026	Labor Day, College closed		



CARTERET COMMUNITY COLLEGE BOARD OF TRUSTEES

MINUTES OF MEETING

June 10, 2026

I. CALL TO ORDER

Following proper public notification, Chair Wrenn Johnson called the Carteret Community College Board of Trustees meeting to order at 9:04 a.m. on June 10, 2026, at the Foundation Boardroom on the Carteret Community College Campus, Morehead City, North Carolina. The following were present and/or absent:

Trustees Present

Mr. Doug Brady
Mr. Mort Congleton
Mr. Bill Henderson
Mrs. Penny Hooper
Dr. Wrenn Johnson

Mrs. Rosa Langston
Mrs. Kelly Marek
Mrs. Dee Meshaw
Mrs. Catherine Parker
Mr. Will Rogers

Trustees Absent/Excused

Mrs. Melodie Darden
Mr. Doug Starcke

Administration and Staff Present

Dr. Tracy Mancini	President
Dr. Maggie Brown	Vice President, Curriculum Instruction and Student Support
Mr. Perry Harker	Vice President, Workforce Programs and Student Support
Mr. Scott Lane	Vice President, Finance & Administrative Services
Ms. Brenda Reash	Executive Director, Foundation
Mrs. Amanda Bryant	Senior Director, Human Resources
Mr. Curtis Gillikin	Director, Campus Information Technology
Mrs. Cindi Goodwin	Senior Director, Operations & Facilities
Mr. Richard Abell	Director, Security & Emergency Preparedness
Ms. Logan Okun	Senior Director, Marketing & Communications
Mr. Scott Leahy	Director, Marine Trades & SEC Chair
Mr. Ben Poulos	Assistant Director of Retail Services
Mrs. Nicole Thompson	Dean, Business & Commercial Enterprises
Ms. Elizabeth Scheller	Human Resources Specialist
Miss Angela Hiley	Executive Assistant to the President, Assistant Secretary to the Board

Guests Present

Ms. Cheryl Burke	Reporter, Carteret County News-Times
Mr. Michael Mauro	Student
Mr. Chase Bennett	Student



A. Ethics Reminder

Chair Johnson reminded members of the Board of the ethical requirements for public servants and requested that members identify any 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.

Following the Ethics reminder, Chair Wrenn Johnson recognized two students who recently returned from the SkillsUSA National Competition held in Atlanta: Mr. Michael Mauro, a culinary student who competed in Job Interview and earned fourth place nationally, and Mr. Chase Bennett, who competed in Customer Service and also secured fourth place at the national level. Both students shared remarks about their experiences at the competition.

Dean Nicole Thompson, who serves as a SkillsUSA coach, expressed her pride in all participating students, saying they represented the College very well.

Chair Johnson congratulated Mr. Mauro and Mr. Bennett, thanking them for sharing their experiences and representing the College so well.

II. APPROVAL OF AGENDA

Chair Johnson presented the June 10, 2026, agenda for approval by the Board.

Trustee Mort Congleton motioned to approve the June 10, 2026, agenda. Trustee Kelly Marek seconded the motion. The motion passed unanimously by voice vote.

III. APPROVAL OF MINUTES

Chair Johnson presented the May 13, 2026, minutes for approval by the Board.

Trustee Rosa Langston motioned to approve the May 13, 2026, minutes. Trustee Doug Brady seconded the motion. The motion passed unanimously by voice vote.

IV. NEW EMPLOYEES AND APPOINTMENTS

Mr. Scott Lane introduced Mr. Ben Poulos, Assistant Director of Retail Services. Mr. Poulos said he earned both a Bachelor of Business Administration and a Master of Business Administration from Campbell University and brings more than ten years of experience in retail operations, logistics, hospitality, and marketing to his new position at the College. He said that, as a local resident, he is excited to join the College.

V. PRESENTATION

A. Human Resources

Mrs. Amanda Bryant introduced Ms. Elizabeth Scheller, Human Resources Specialist, and congratulated her on her upcoming retirement, recognizing her many contributions to the College.

Mrs. Bryant delivered an informative and engaging presentation on Human Resources, highlighting key data on hiring, turnover rates, employee training, and participation in systemwide activities.



Dr. Mancini commended Mrs. Bryant and the leadership team for their work.

Chair Johnson recognized Mrs. Bryant for the department's ongoing efforts and accomplishments. She extended her congratulations to Ms. Scheller on her upcoming retirement, thanking her for her dedicated service to the College.

VI. NEW BUSINESS

A. Annual Budget Continuing Resolution

Chair Johnson recognized Trustee Dee Meshaw to present the 2026-2027 Annual Budget Continuing Resolution. Trustee Meshaw explained that, in the absence of an approved state budget, adoption of the resolution would authorize the College to continue operating based on a projected state budget until the General Assembly votes to approve a new state budget. She reviewed the key budget line items and invited questions.

In response to a question from Trustee Hooper regarding the timing of a state budget, Trustee Meshaw confirmed that the College may continue to operate under the continuing resolution until a state budget is approved.

Trustee Congleton motioned to approve the 2026-2027 Annual Budget Continuing Resolution. Trustee Marek seconded the motion. The motion passed unanimously by voice vote.

B. Consideration of July Meeting

Chair Johnson said the Board of Trustees traditionally does not meet in July.

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

VII. COMMITTEE REPORTS

A. Nominations Committee

1. Recommend Slate of Officers for 2026-2027

Trustee Catherine Parker said the Nominations Committee met at 8:30 a.m. on June 10, 2026, to consider the proposed slate of officers for 2026-2027. Trustee Parker said the committee recommended the slate of officers as follows:

- Chair Trustee Dr. Wrenn Johnson
- Vice Chair Trustee Kelly Marek
- Secretary Dr. Tracy Mancini
- Assistant Secretary Miss Angela Hiley

Chair Johnson invited any nominations from the floor.

There being none, Trustee Parker said the Nominations Committee brings a motion to the full board to approve the 2026-2027 Slate of Officers as presented. The motion passed unanimously by voice vote.



B. Personnel, Policies & Bylaws

1. Review Board Self-Assessment

Trustee Hooper, Chair of the Personnel, Policies & Bylaws Committee, said the committee met on June 3, 2026, to review the Board Self-Assessment Survey. The completed survey results were subsequently shared with the full board. Trustee Hooper said the 2025-2026 Board of Trustees Self-Assessment survey achieved a 91.7% completion rate, with 11 fully completed responses and one partial response. She said that, for all but one question, responses indicated trustees believed the Board met or exceeded expectations.

Trustee Hooper noted trustee comments identified areas for improvement, including increasing trustee involvement in fundraising activities and greater participation in College events. She said trustees appeared pleased with the Board's positive relationships with the President, administrative leadership, and fellow trustees, as well as the growing statewide recognition of the College and its President.

Trustee Hooper thanked trustees for their participation in the survey and acknowledged the completion of the Board's self-assessment for the current year.

VIII. OTHER REPORTS

A. Foundation Liaison

Trustee Congleton said the Taste of the South dinner, scheduled for June 19, 2026, is nearly sold out. He reminded trustees that the event supports the Black History Committee and the Gwen Fisher Memorial Scholarship and encouraged them to consider purchasing tickets.

Trustee Congleton said the Foundation's top funding priorities are the Workforce Center and renovations to the Automotive Center, and he encouraged trustees to continue identifying and introducing potential donors.

Trustee Congleton said efforts are ongoing to secure sponsors and supporters for the athletics program.

He said summer camps are underway, with the Foundation hosting the Health Heroes and Coastal Explorers camps this week and three additional camps scheduled for the following week.

In response to a question from Trustee Henderson regarding a form for athletics fundraising, Dr. Mancini said the document is being finalized and, responding to a question from Chair Johnson, confirmed that donations can be designated for a specific sport.

B. President's and Executive Leadership Council Reports

Dr. Mancini expressed her gratitude to trustees for their continued service. She expressed appreciation for the Human Resources presentation and thanked Mrs. Bryant and Ms. Scheller for their contributions to the College.



Dr. Mancini thanked the SkillsUSA students for attending the meeting and sharing their experiences, saying how impressive it is that the College can send students to compete at the national level, and she recognized the Foundation's support in fundraising.

Dr. Mancini referred to a check presentation held prior to the Board meeting, during which members of the Live Oak Grove Christian Church presented a check for \$1,000 to establish an annual scholarship for Law Enforcement and Criminal Justice students. She said the presentation served as a reminder of the many hurdles students face, emphasizing that awards such as this provide meaningful support for those who need additional assistance.

Dr. Mancini said June 9, 2026, marked the end of the College's first year as a member of Cohort Five of NC Reconnect, a statewide initiative designed to help adult learners (typically ages 25-44) return to North Carolina community colleges to finish their degrees or credentials. Launched in 2021 by the John M. Belk Endowment in partnership with the Belk Center for Community College Leadership and Research, the program focuses on re-engaging adults who previously completed some college credit but did not finish their programs. Through NC Reconnect, the College was able to offer incentives to encourage these students to resume their studies.

She said Mr. Harker served as the College's liaison with the Belk Endowment and participated in the recent wrap-up call, adding that Mr. Harker introduced the phrase "Yes first – we care," which has gained momentum across the state for NC Reconnect cohort colleges. Dr. Mancini said more than 74 students re-enrolled in classes at Carteret Community College as a result of the initiative.

In addition to the NC Reconnect funds, Dr Mancini said the Belk Endowment has provided \$260,000 in coaching training to the College, with students already benefiting from these resources. She added that the Belk Endowment has indicated the possibility of additional funding this year to support workforce development initiatives, in time to align with the opening of our Workforce Center.

Dr. Mancini said she hopes board meetings will return to the McGee Board Room by the scheduled August meeting. She said trustees would then have the opportunity to tour the latest renovations in the McGee building, with the west wing to be named the Navigation Center.

Dr. Mancini said she will miss Mr. Doug Brady's and Mrs. Penny Hooper's presence on the board, noting that both have been strong, engaged leaders whose support and advocacy have made a great difference to the College.

Trustee Hooper thanked Dr. Mancini and her fellow board members, adding that it has been a privilege to get to know and serve alongside them. Trustee Brady echoed her sentiments and said it has been a pleasure to serve on the Board.

IX. BOARD COMMENTS

Trustee Henderson referred to the check presentation held prior to the board meeting and expressed his appreciation that it is to be an annual award. He thanked Mrs. Bryant for her presentation and said she is consistently a strong contributor.

Trustee Congleton said the check presentation resulted from Ms. Brenda Reash's outreach efforts and commended her for the excellent work she does. He said he learned a great deal about Trustee Hooper through their participation in NCACCT conferences and said he would miss both her and Trustee Brady's presence on the board.



Trustee Parker said she too would miss Trustees Hooper and Brady. She praised the accomplishments of the Human Resources department, as well as the work of the College's vice presidents. Trustee Parker said she recently spoke with a student who was babysitting for another student so that student could go to work. She said such examples demonstrate how even small acts of support can make a meaningful difference. She encouraged the students to reach out to the Foundation and the College to explore available aid.

Trustee Meshaw commended the presentation and said the College was fortunate to have Mrs. Bryant. She said she will miss Trustees Hooper and Brady. Trustee Meshaw said she had worked with Mr. Brady previously in a different capacity and she said how much she had enjoyed serving with him on the Board. She said it had been a pleasure getting to know Trustee Hooper and she thanked her for her leadership of the Personnel, Policies & Bylaws Committee. Trustee Meshaw said she was looking forward to the upcoming academic year.

Trustee Rogers said SkillsUSA updates are always exciting, and said it is impressive to see Carteret County students competing at both state and national levels. He said it is encouraging to see students push themselves.

Trustee Langston said she appreciated Mrs. Bryant's presentation, noting it contained a lot of valuable information that reflected the achievements of both Mrs Bryant and Ms. Scheller. She said she would miss Trustees Hooper and Brady, both of whom have served Carteret County well, and with whom she has enjoyed working.

Trustee Hooper thanked everyone for their kind remarks and said it had been a privilege to serve. She expressed enthusiasm for SkillsUSA, athletics, and the Workforce Center. She also highlighted Dr. Brown's report, noting an agreement between NC State University and the Aquaculture program, which she said had been in development for a long time.

Trustee Brady thanked Mrs. Bryant for her presentation and said it had been a good meeting. He said he had enjoyed his time on the board, finding it very fulfilling and rewarding, particularly the opportunity to get to know fellow trustees. As a long-time county resident, he reflected on the College's growth and credited its success to strong leadership. He expressed confidence in the College's current leadership and optimism about its future.

Trustee Meshaw said Trustee Brady was being modest in describing his contributions, adding that during his time as a county commissioner, he supported the development of College facilities, including new classrooms, the Culinary building, MARTEC, and Aquaculture. She said his contributions to the College have been significant.

Chair Johnson said May was a great month on campus, highlighting SGA President Ms. Marley Ward's graduation speech, as well as remarks by guest speaker Mike Ciprari.

Chair Johnson read aloud resolutions recognizing the service and achievements of Trustees Hooper and Brady, copies of which are attached to these minutes.

X. ADJOURNMENT



There being no further business, Trustee Henderson motioned to adjourn at 10:09 a.m. Trustee Marek seconded the motion. The motion passed unanimously by voice vote.

Submitted by:
Miss Angela Hiley
Executive Assistant to the President
Assistant Secretary to the Board
June 11, 2026

Dr. Wrenn Johnson, Chair of the Board of Trustees

Date

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

Date

TO: Carteret Community College Board of Trustees
FROM: Dr. Tracy Mancini, President
DATE: August 6, 2026
SUBJECT: Board of Trustees August 12, 2026, Meeting

Carteret Community College students, faculty, and staff have had a busy summer – and year! While final summer data for 2026 is not yet available, final numbers posted by the NC Community College System for Summer 2025 - Spring 2026 indicate Carteret CC realized a 4% increase in total FTE from 2024-2025. Statewide growth was 6% for the year. Carteret's biggest growth for the year came from Workforce Continuing Education, with a 22% increase from the prior year, compared to a statewide growth of 18% in WCE. Carteret remains #45 in terms of Instructional FTE earned out of 58 NC Community Colleges.

These year-end numbers will be used by the System Office to calculate the 2026-2027 state budget for each college now that the General Assembly and Governor have passed a budget bill into law. We will bring our 2026-2027 budget to the finance committee and full board for adoption in September. Also included will be a summary of Carteret's portion of the \$57.5 million Propel NC funding approved for the System. Thank you to our Trustees and community partners who wrote letters in support of Propel NC these past three years. The System considers the investment in our colleges a major vote of confidence.



In July, eight justice-involved individuals serving time at Carteret Correctional Center – and vetted/approved for work release programs – graduated from Carteret CC's Boat Building Academy. This was the second graduating class for this program. Most graduates are working at Parker Offshore, Veneer Technologies, and other area businesses, where they can save money to aid in their re-entry. We were honored that Governor Josh Stein's sister, Gerda Stein, and Morehead City Mayor Lee Stiles joined us for the graduation and reception afterward.

The Navigation Center (our One-Door, phase three project) is just about complete, and we have our certificate of occupancy. All of the front-line staff have been moving into their new spaces. Students and employees alike seem invigorated by the natural light and fresh look. We will take BOT members on a tour after the August meeting.

I have been asked to serve on the Leadership Advisory Council for the Belk Center for Community College Leadership and Research for a two-year term. This will involve two meetings in Raleigh at the Belk Center and one virtual meeting each year. We welcome Dr. James Baynum and welcome back Will Rogers to the College's Board of Trustees. We are awaiting word on our County Commissioners' appointee. I plan to share more accomplishments and highlights with the Trustees at the August annual meeting. Thank you for all you do to serve and empower our students and coastal community.

TO: Carteret Community College Board of Trustees
FROM: Maggie Brown, Vice President of Instruction and Student Support
DATE: 08/05/2026
SUBJECT: Board of Trustee 08/12/2026 Meeting

- Summer semester closed successfully with early estimate showing an increase in FTE from summer 2025. This summer, we also completed and had pinning and completion ceremonies for Medical Assisting, Human Services, CNA, and Dental Assisting students.
- Our Hospitality and Culinary Arts program has secured an additional student internship opportunity at sea which will allow student to learn about shipboard provisioning and food preparation and service. We look forward to sharing those details in the near future.
- Summer was also the season of One College training opportunities for our administrative assistants, program chairs, and deans. We reviewed tasks for both WCE and CU course and program management and looked at data dashboards to create One College program vision, mission, and goals. These goals will be part of each program's performance reviews throughout the upcoming academic year.
- Student Services has moved into the newly renovated west wing of the McGee building. The new Navigation Center will be a one-stop destination for admissions, registrars, advising, tutoring, and exploring both CU and WCE pathways. Come see us!
- Carteret CC is launching a new Learning Management System! All courses with online content will now be housed in our new LMS, Canvas when the fall semester begins. With the partnership of our IT department, courses have been created in the new LMS, and training opportunities and open lab sessions will continue throughout the fall semester to aid faculty with content management.
- The Fall '26 semester will begin on August 17th. Advising and Registration for new and returning students is well underway. Currently, we have over 1,500 CU students registered for over 4,600 seats. This includes 445 dually enrolled high school students.
- There are many Fall opportunities to register for WCE classes in almost any topic of interest. <https://carteret-register.fundfive.com/course> Notable August start WCE classes include Aquaculture, Fine Arts, CDL, EMT topics, Digital Imaging, Electrical, HVAC, Spa Services, North Carolina Law, Phlebotomy, and much more.
- It's also not too late to start the journey to a certificate, diploma, or associate degree! There are many late start classes for anyone who still needs time to navigate the admissions and financial aid processes. Marketing created a landing page dedicated to later semester courses <https://info.carteret.edu/latestart>

TO: Carteret Community College Board of Trustees
FROM: Perry Harker
DATE: 08/03/2026
SUBJECT: Workforce and Continuing Education August Board Report

Public Safety Training

In partnership with the Carteret County Sheriff's Office, we held a Detention Officer Certification class that started July 20 and is due to graduate near the end of August. In addition, a Basic Radar class was conducted in the last week of July.

We are beginning a Police Law Institute in mid-August with forty-eight students registered. We continue to survey the local law enforcement agencies and provide training events sought by our local law enforcement partners.

Registered Apprenticeships – Carteret Works

Carteret Works is proud to recognize several employer partners for expanding registered apprenticeship opportunities this year. Carteret Health Care now offers six apprenticeship programs, including Respiratory Therapy, Medical Assisting, Registered Nurse, and our first Registered Pre-Apprenticeship for Certified Nursing Assistant (CNA).

Carteret Works has grown to twelve registered apprenticeship programs and five employer partners, reflecting the community's commitment to workforce development. We continue to collaborate with additional employers to create new apprenticeship opportunities across Carteret County. To date, thirty-three apprentices have successfully completed registered apprenticeships through Carteret Community College, helping strengthen our local workforce and build career pathways for students.

College and Career Readiness

New High School Equivalency classes started at Life Recovery Center in Morehead City and Carolina Wellness Center in Sea Level in July. Also, a third Adult Basic Education class was started in late May to serve more students in our Extraordinary Adult Education program.

Customized Training

Customized Training classes continue to be scheduled for Veneer Tech, 21CS, and Parker Offshore. Two Fundamentals of Leadership and Communication classes are scheduled to start in October for Purcell Foods, an Eastern NC McDonald's franchise; the class with McDonald's will be held synchronously.

Health Sciences & Career Training

Ten Dental Assisting students completed the first cohort in July. Eight of the ten are now employed in dental offices in Morehead City and the surrounding areas. There are five students in the second cohort, and they will complete the program as of September 2. One of the five has already been offered employment at her clinical site. The next class will begin September 8, and twelve students have accepted their seats in the program.

The Surgical Technology program graduated the second cohort. The graduates had a 100% pass rate on the national certification exam and 100% job placement. The next cohort will start August 11, 2026, and eight students are registering for the program.



Barber celebrated with another graduating student. Mr. Oscar Mitchell has successfully completed and graduated from the Barbering program. Mr. Mitchell started work the following week after graduation at New Wave in Morehead City.

We celebrated forty-seven CNA I & II students graduating for the summer semester. Many have obtained employment, while many others are pursuing additional educational opportunities. The fall class registration has begun. We have scheduled eight CNA I classes and two CNA II classes in the fall semester. Our next Carteret **Health Care Apprenticeship** class will start in Aug 2026. We have confirmed ten students for the Fall semester.

Marine Trades

Two summer camps were offered to support Marine Trades: Captains Camp and Women on the Water. Both camps focused on Boating Safety and Careers in the Marine Industry. Field trips to Parker Offshore, Jarrett Bay, Beaufort Inlet Seafood, USCG Base Fort Macon, NC Div. of Marine Fisheries, and Cape Lookout introduced students to a variety of professions.

Small Business Center

On July 29, the SBC partnered with the Small Business and Technology Development Center (SBTDC) and the U.S. Small Business Administration (SBA) to host the Office of Advocacy Roundtable, *Effects of Styrene Regulation on the Boat Building Industry*. The event was well attended and very informative.

Reentry Program

The Reentry program continues to provide workforce support to clients who are justice-involved and recovery-impacted. Reentry continues to provide workforce development coaching to Southeastern Integrated Care (SEIC) and Miriam. Reentry Program continues to partner with Carteret Correctional Facility to provide in-reach support to prepare participants for pre-release coordination. Currently working with Carteret Corrections to locate housing for one of the boat-building participants who recently graduated from Carteret Community College.

TO: Carteret Community College Board of Trustees

FROM: Scott Lane, Vice President of Finance & Administrative Services / Athletics Director

DATE: August 1, 2026

SUBJECT: Board of Trustees August 12, 2026, Meeting Report

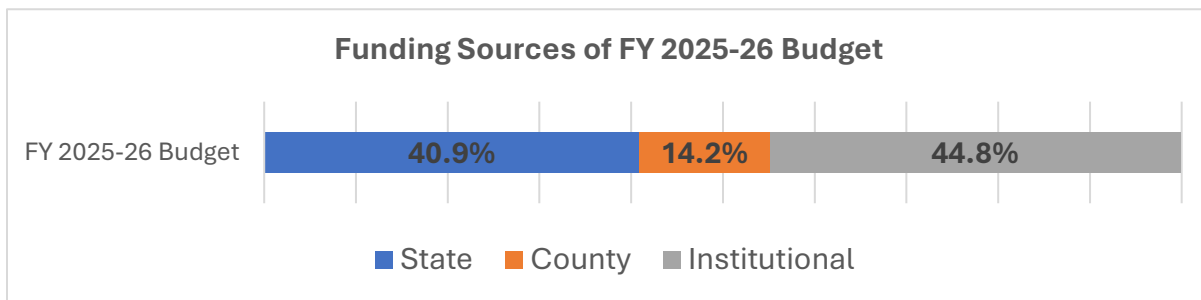
Budget

- 2025-2026 Budget Closeout:** The College successfully closed out its FY 2025-2026 budget of approximately \$42 million, maintaining strong fiscal stewardship and meeting key financial benchmarks. Key highlights include:
 - State Budget Utilization:** Approximately 84.9 % of state funds were invested in salaries and benefits, aligning with the State's 85% target goal. This balance allows the College to support personnel needs while maintaining sufficient funding for departmental operations and strategic priorities.
 - Enrollment Growth Funding:** The College will carry forward \$271,290 in unspent enrollment growth funding received in March 2026. These funds will be incorporated into the FY 2026-2027 budget to support future institutional needs.
 - County Funding:** The College fully utilized the vast majority of its County allocation. Remaining funds are primarily attributable to year-end accruals and capital project funding that will be carried forward to support the completion of ongoing capital improvements.
- 2026-2027 Budget Development:** The College is currently awaiting notification of its FY 2026-2027 State allocation. The allotment is expected following the State Board meeting scheduled for August 14th, after which budget recommendations and adjustments will be finalized.

STATE BUDGET SUMMARY				
<i>As of 6-30-26</i>	Annual Budget	Year-to-Date Expenditures	Remaining Budget	% of Budget Expended
Institutional Support	\$4,010,791	\$3,739,500	\$271,291	93.2%
Curriculum Instruction	\$7,618,555	\$7,618,551	\$4	100.0%
Workforce & Continuing Education	\$2,433,233	\$2,426,584	\$6,649	99.7%
Academic Support	\$1,583,397	\$1,583,395	\$2	100.0%
Student Support	\$1,178,343	\$1,167,358	\$10,985	99.1%
Capital Outlay	\$373,791	\$365,866	\$7,925	97.9%
Totals	\$17,198,110	\$16,901,254	\$296,856	98.3%

COUNTY BUDGET SUMMARY				
<i>As of 6-30-26</i>	Annual Budget	Year-to-Date Expenditures	Remaining Budget	% of Budget Expended
Institutional Support	\$610,043	\$602,265	\$7,778	98.7%
Plant Operations	\$2,989,957	\$2,921,546	\$68,411	97.7%
Capital Outlay	\$2,387,555	\$2,202,907	\$184,648	92.3%
Totals	\$5,987,555	\$5,726,719	\$260,836	95.6%

INSTITUTIONAL BUDGET SUMMARY				
<i>As of 6-30-26</i>	Annual Budget	Year-to-Date Expenditures	Remaining Budget	% of Budget Expended
Institutional Support	\$300,033	\$399,486	-\$99,453	133.1%
Curriculum Instruction	\$1,394,518	\$1,136,373	\$258,145	81.5%
Workforce & Continuing Education	\$587,791	\$253,920	\$333,871	43.2%
Academic Support	\$188,588	\$146,329	\$42,259	77.6%
Student Support	\$1,259,058	\$861,740	\$397,318	68.4%
Plant Operations	\$22,283	\$20,592	\$1,691	92.4%
Proprietary	\$404,028	\$446,194	-\$42,166	110.4%
Student Aid	\$5,252,046	\$5,201,868	\$50,178	99.0%
Capital Outlay	\$9,375,000	\$3,847,860	\$5,527,140	41.0%
Totals	\$18,783,345	\$12,314,362	\$6,468,983	65.6%



Financial Aid & Veterans Services

- FAFSA Processing:** Continued support is being provided to students and families in completing the FAFSA and satisfying outstanding financial aid requirements for the Fall 2026 semester. Staff are working to ensure aid eligibility is determined and awards are processed in a timely manner.
- Veterans Benefits:** Certification of VA educational benefits for the Fall 2026 semester is underway, helping veteran and military-affiliated students receive their educational benefits on time.
- FAFSA Workshop:** A FAFSA Completion Workshop was held on July 18th providing individualized assistance to students and parents. Seven participants attended and received one-on-one guidance to complete the FAFSA and prepare for the upcoming academic year.
- Reconnect Program:** Continued support is being provided to Reconnect students by assisting with funding opportunities for tuition, fees, and required course supplies.

- **Workforce Continuing Education Scholarships:** Administration and awarding of Workforce Continuing Education (WCE) scholarships have transitioned to the Financial Aid Office, creating a centralized process for managing student scholarship assistance.
- **Workforce Pell Approval:** The College has submitted its Commercial Driver's License (CDL) program to the North Carolina Workforce Commission for Workforce Pell eligibility consideration. Approval would expand financial aid access for students enrolled in this workforce training program.
- **Staff Development and Operations:** Ashley completed the College's Emerging Leadership Academy, further strengthening leadership capacity within the department.

Auxiliary Services

- **Kraken Campus Store:** The newly renovated Kraken Campus Store officially opened on July 27, 2026. The updated space provides a more modern and welcoming shopping experience for students, employees, and visitors, while featuring expanded Kraken-branded merchandise and spirit wear.
- **Kraken Ready:** The College has launched Kraken Ready, its new Equitable Access (EA) program. Students who opt into the program receive all required course materials for a flat rate of \$25 per credit hour, improving affordability and ensuring access to course materials on the first day of class.



Athletics

- **Athletics Launch:** Carteret Community College welcomed its inaugural student-athletes to campus in early August as teams began preseason training and practice. The women's soccer program will host their first scrimmage on August 20th against UNC Pembroke at Rotary Park. The cross-country team will compete in its first meet during the first weekend of September.
- **Facilities and Operations:** Athletics coaches have moved into their offices in the Smith Building. Additional facility improvements are ongoing at the Public Safety Training Center, and a location for the Baseball Training Center has been identified, with lease negotiations currently underway. The College is also continuing discussions with the Town of Morehead City regarding baseball operations at Big Rock Stadium.
- **Athletic Communications:** Development of the College's new athletics website is underway in partnership with Ardor Technologies. Carteret Community College is among the first institutions in the nation to implement Ardor's new athletics website and game-day statistics platform and is serving as a beta partner in the refinement of the system. The platform is being developed to



meet Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standards, supporting the College's commitment to accessibility, inclusion, and regulatory compliance while providing an enhanced experience for student-athletes, fans, and the community.

- **Student-Athlete Eligibility:** Eligibility reviews are being completed to ensure all student-athletes meet NJCAA requirements and are prepared to compete when the athletic season begins.

Emergency Preparedness and Security

- **Meetings and Professional Engagement**
 - Staff Executive Committee
 - Met with Verkada, the College's new security camera vendor
 - High School Equivalent Orientation
 - Medical Assisting Graduation
 - Boat Building Academy Graduation
 - Assisted a group of Boy Scouts with merit badge

TO: Carteret Community College Board of Trustees
FROM: Brenda Reash, Executive Director Foundation
DATE: July 30, 2026
SUBJECT: Board of Trustee August 12, 2026, Meeting Date

NEW FISCAL YEAR – Board Member Annual Fund Participation: July 1, 2026 – June 30, 2027

- Board of Trustees – 0%
- Board of Directors –12%
- Employees – 63% participation Campus Week of Giving will take place in September 2026 for the new fiscal year.

Annual Fund Unrestricted Gifts FY: \$4,850 (11.23% of goal)

Fundraising Revenue FY: \$56,389 (7.81% of goal)

Endowment donations/growth this fiscal year-to-date: \$17,100

Community Relationships and Current Activities:

This section highlights the key activities and engagements of the Executive Director and Foundation team, demonstrating their continued dedication to advancing the College's strategic priorities, fostering community partnerships, and strengthening philanthropic support.

- The Foundation continued donor cultivation efforts in support of the Industrial Trades Center. To date, a total of \$1,199,544 has been raised through donor contributions and grant funding.
- Summer Youth Camps are concluding, with the final **Coastal Science Explorers Camp** scheduled for the week of August 3. In addition, a new one-day camp, **Money Moves: Financial Leadership for High School Girls**, will be held on August 5. The program is being led by Foundation Board members and financial professionals **Booth Parker** and **Denise Warren**.
- The Foundation team participated in a webinar focused on athletics fundraising to explore best practices and emerging opportunities for donor engagement.
- The Executive Director met with donors recently for endowment discussions. Two meetings provided updates on existing endowments and both donors added funds to their endowments, while the third resulted in the establishment of a new endowed fund, the **Jim Normile Memorial Scholarship Endowment**.
- The Foundation assisted in coordinating a Celebration of Life for Mr. Joe Logan, whose longstanding support and advocacy left a lasting impact on the college and its educational mission.
- The Foundation team devoted significant efforts to the annual week-long fishing tournament held from July 17 through July 25. The event attracted **41 boats and approximately 180 anglers**. Despite less-than-ideal weather conditions, participating boats successfully weighed fish each day of the tournament.
- On August 1, the Executive Director will participate in the **Crystal Coast Corks & Forks fundraising event, "Sip, Crack, and Give Back."** The event supports scholarships for students

enrolled in the Culinary Arts Program. Two Foundation Board members and Dr. Tracy Mancini are also attending.

- The Foundation Board's Governance Committee met and recommended the following slate of officers for the **2026-2027 fiscal year**:
 - **Denise Warren**, Chair
 - **Mary Prager**, Vice Chair
 - **Dr. Tracy Mancini**, Secretary
 - **Linda Gould**, Treasurer

Upcoming Events/Life Enrichment Classes/Opportunities to be with Donors and Community:

- **Mamma Mania**, The American Tribute to ABBA, August 29th - [Mamma Mania](#)
- **Life Enrichment Classes** to explore: [Life Enrichment - Carteret Community College](#)
- **Escoffier Dinner tickets** and **Crystal Coast Wine Expo tickets** will be going on sale soon!

19th Annual Spanish & King Mackerel Fishing Tournament

Spanish Mackerel Overall Boat Winner Brian Hudson and King Mackerel Overall Boat Winner Colby Bond with Foundation Board Member Eddy Ciliendo, also of 21CS the Presenting Sponsor:



Highlights of the week:



TO: Carteret Community College Board of Trustees

FROM: Angela Hiley, Grants Coordinator

DATE: 8/3/26

SUBJECT: Board of Trustee 8/12/2026 Meeting

Carteret Community College Grant Status Report				
Grant Information			Grant Status	
Funding Organization	Purpose of Grant	Requested	Application Submitted	Status
Burevitch Foundation	EAE Digital Literacy	\$28,950	July 2026	Open
Big Rock Foundation	Athletics Renovations	\$150,000	July 2026	Open
Firehouse Subs	SCBAs	\$31,048.24	July 2026	Open
Kenan Trust	Simulation Lab Training	\$46,000	June 2026 (LOI)	Open
Beaufort Ole Towne Rotary	LST supplies	\$2,500	April 2026	Awarded \$2,500
Lowes Foundation Cable Grant	WCCTT Capital	\$1,000,000	March 2026	Did not win
Cannon Foundation	WCCTT Capital	\$250,000	March 2026	Open
Duke Energy	Community Resiliency – campus improvements	\$25,000	March 2026	Awarded \$25,000
AWS	WCCTT – Welding Equip.	\$47,640.93	March 2026	Did not win
Duke Energy	WCCTT – Electrical training equipment	\$24,825.00	February 2026	Did not win
Dollar General	Adult Literacy (CCR)	\$10,000	February 2026	Awarded \$10,000
AFFA	SAGA Club Support	\$4,000	January 2026	Awarded \$2,000
Firehouse Subs	First Responder Equipment	\$28,854.53	January 2026	Did not win
NC State & Local Cybersecurity Grant	Two firewalls & three-year support contract	\$98,982.24 (40% match)	November 2025	Open
Truist Foundation	WCCTT Capital	\$100,000	November 2025	Awarded \$50,000
Ferguson	WCCTT Equipment	\$10,000	October 2025	Did not win
Dreyfus Foundation	WCCTT Equipment	\$15,393	October 2025	Did not win
NSF (ATE)	Marine Trades – All Things Boat	\$471,443	September 2025	Did not win
Weyerhaeuser	WCCTT Equipment	\$28,107	September 2025	Did not win
Big Rock Foundation	WCTT Capital	\$500,000	August 2025	Awarded \$100,000
Philip L. Van Every Foundation	WCTT Capital	\$50,000	August 2025	Awarded \$50,000
NC State & Local Cybersecurity Grant	Cybersecurity modernization	\$237,445 (30% match)	January 2025	Awarded \$166,211.64
Sea Grant Aquaculture Legal/Regulatory/ Policy	Compliance Software App for Oyster Farmers	\$176,498	January 2025	Open



Sea Grant Aquaculture Internships	Aquaculture internships/partnerships	\$251,024	Revised/resubmitted January 2026	Open
NOAA – Fisheries Habitat Conversation Program	Building Capacity for Restorative Aquaculture & Resilient Coastal Communities in Eastern NC	\$9,995,823	April 2025	Open
Total Fiscal Year Awards \$405,711.64				

TO: Carteret Community College Board of Trustees
FROM: Cindi Goodwin, Sr. Director, Operations and Facilities
DATE: July 30, 2026
SUBJECT: Board of Trustee Meeting August 12, 2026, Facility and Operations Updates

- Workforce Center for Construction Trades and Transportation Technology: Building Going Up!



- One-Door Phase IV – Automotive Relocation
 - Preliminary Planning for Automotive to move to McGee welding space
 - Sketches and planning meetings held with occupants/instructors
 - Evaluating infrastructure to support automotive program needs
- NC DEQ Permit Modifications in progress
 - HCAC sidewalk and storage shed
 - McGee Navigation Center sidewalk to main entrance
 - Industrial Trades Center (Workforce Center) driveway entrance from Arendell
- Master Landscape Plan – Duke Energy Grant Implementation
 - Received a Duke Energy Community Resilience Grant for \$25,000
 - Planning in progress for fall plantings along the walking trail and various beds across campus



PROJECTS COMPLETED!!

It has been a very busy summer- but we have successfully completed the following projects:

- McGee Lift Station Project
 - Completed and operational on June 30
- Carteret CC One-Door (McGee Building): PHASE III
 - Obtained certificate of occupancy on July 23
 - Moved in occupants and completing minor punch list items
- Campus Store
 - Completed July 22
 - Moved in and occupied July 27
- Public Safety Training Center/Athletics locker room renovation
 - Completed July 16.
 - Moved in occupants on July 20 – 21

O&F Team

- End of Year PINK days resulted in 100% of our team completing all necessary professional development. Two members exceeded their commitment by receiving additional certifications. O & F Team Members Caren Watson and John Tolar received certification on Fire Safety Training from the Morehead City Fire Station 24 on May 20, 2026.



TO: Carteret Community College Board of Trustees

FROM: Amanda Bryant, Senior HR Director

DATE: July 30, 2026

SUBJECT: Board of Trustee August 2026 Meeting

Recruiting/Hiring*

Assistant Dir, Retail Sales	New	Ben Poulos DOH 6/8
HR Specialist	Elizabeth Scheller	Interviews 7/30 & 8/3
Nursing Instructor (4)	Melaine Boudreau (12); Heather Partin (12); Shannon Arthur (12); Danielle Grady (10)	Paulina Park DOH 8/3 (12 months) Cynthia Pamplin DOH 8/11 (12 months) Tiffany Twig (PPT) DOH 8/11
WIOA Youth Career Advisor	Caroline Smith	Taylor Daughtry DOH 7/13
Assistant Athletics Director	New	Offer declined, part-time NI Contract to start; will repost in mid-August
Instructional Affairs Coordinator	New	Interviews 8/4
Family Support Specialist	Marty Myers	Interviews pending
Payroll Accountant	Lynn Owens (11/1/26)	Posting closes 8/14

*Excludes Adjunct part-time, temporary job postings

Turnover Data:

Fiscal Year	FY27	FY26	FY25	FY24	FY23	FY22	FY21	FY20	FY19	FY18
New Permanent Hires	0	24	23	28	22	28	26	17	27	5
Internal Transfer/Promo	0	2	19	7	7	6	7	7	1	6
Total Hires	0	26	42	35	29	34	33	24	28	11
Retirement	2	1	8	9	7	11	9	4	2	4
Resignation	2	17	12	11	13	13	9	12	14	5
Involuntary resignation	0	4	2	3	2	3	6	2	3	1
Total Terms	4	22	22	23	22	27	24	18	19	10

Employee Headcount and Turnover

July Payroll Headcount		July Turnover	FY27 Turnover	Historical Turnover
F/T Perm Faculty	64	2.34%	2.34%	FY26: 12.87%
F/T Perm Staff	104			FY25: 12.99%
P/T Perm Faculty	0			FY24: 13.75%
P/T Perm Staff	3			FY23: 13.11%
Total Perm	171			FY22: 16.36%
Total Payroll	293			FY21: 14.57%

Recent Employee Departures

Name	Position	Date
Danielle Grady	Nursing Instructor (10 month)	7/2
Sheila Glazewski	Assistant HR Director	7/23
Teresa Biggers	Admin Assistant, Health Sciences	7/31
Elizabeth Scheller	HR Specialist	7/31

Other Accomplishments: Completed the 2nd Cohort of Carteret CC's Emerging Leaders Academy

TO: Carteret Community College Board of Trustees
FROM: Curtis Gillikin, Director Campus Information Technology
DATE: August 3, 2026
SUBJECT: Board of Trustees August Meeting

Highlights, Initiatives, and Projects Completed June and July 2026

- Configured and deployed replacement firewalls to replace the older firewalls that were nearing end-of-support.
- Coordinated with K16 Solutions to migrate fall course content from the legacy Moodle Learning Management System (LMS) to the new Instructure Canvas LMS.
- Completed the implementation and configuration of Ellucian's Intelligent Learning Platform (ILP). The ILP allows real-time data synchronization from the Ellucian Colleague Student Information System (SIS) to the Canvas LMS. The ILP is used to create and update Canvas sub-accounts, courses, course sections, terms, enrollments (students & faculty), and cross-listings in Canvas based on data input into the SIS by the Registrar's Office.
- Used the ILP to prepare Canvas for the upcoming fall semester.
- Deployed the following Learning Tools Interoperability (LTI) configurations in Canvas, which will allow the students and faculty to access the respective digital course materials, resources, and tools directly in Canvas:
 - Cengage Learning
 - Intelliboard
 - McGraw Hill
 - NetTutor
 - Pearson
 - VitalSource
 - YuJa Lumina (video platform)
 - YuJa Verity (proctoring platform)
 - WWNorton
 - Microsoft Education
 - Elsevier
 - F.A. Davis
 - Macmillan Learning
 - CompTIA CertMaster
 - Pivot Point Lab
 - Labyrinth eLab
 - ATI
- Attended the NCCCS Online Learning Innovations Summit in Mt. Airy, NC, to collaborate with peers and vendors on distance learning topics and trends, including Canvas implementation and best practices.



- Attended the NCCCS Summer IIPS Conference in Charlotte, NC, to collaborate with peers and vendors on information technology and system administration topics, trends, and best practices,
- Completed the implementation and configuration of the Resero Campus Cloud point-of-sale service used by the Campus Store.
- Completed the implementation and configuration of the Watchman Payment Systems service used to process Campus Store payments.
- Completed the implementation and configuration of the VitalSource Bookshelf platform used by the Campus Store's equitable access program. The VitalSource Bookshelf will allow students to access their digital course materials and resources via a single link in the Canvas LMS.
- Installed technology for the Campus Store, including an all-in-one workstation, VoIP cordless phones, shipping label printer, asset label printer, Campus Cloud point-of-sale devices, barcode scanners, and additional Ethernet cabling.
- Completed the managed print services transition to Xerox.
 - Facilitated the removal of the Systel devices in coordination with the Business Office.
 - Configured and installed twenty-nine multifunction printers across campus.
 - Deployed PaperCut, a digital service that will provide centralized management, security, analytics, and ease-of-use features for the new Xerox devices.
 - Deployed Xerox Device Manager, allowing automated device management and consumable supply ordering for the new Xerox devices.
 - Re-configured network security system to allow employees to print from their employee issued laptops over the campus Wi-Fi network.
- Configured FundFive Automate, which allows the FundFive Register platform to synchronize data in real-time with the Ellucian Colleague SIS. FundFive Register is a platform used to register and enroll in continuing education courses. The real-time data synchronization will eliminate manual processes, increase efficiency, and ensure data integrity and parity between the two systems.
- Deployed network switches and Wi-Fi access points to provide network access in the new McGee Navigation Center.
- Facilitated technology relocations to accommodate employees moving to new locations on campus in response to the ongoing construction projects in the McGee and Public Safety buildings.
- Assisted Energy Automation Technology with network requirements for newly deployed HVAC control systems in the McGee and Public Safety buildings.
- Coordinated with NC Sound on network requirements for the ongoing deployment of the Verkada security camera solution throughout campus.
- Submitted annual reports for the ongoing FY23 and FY24 State and Local Cybersecurity Grant Program (SLCGP) projects.
- Completed the transition from the legacy network file share to Microsoft Teams and SharePoint.
- Eliminated proxy email addresses to increase operational efficiency and eliminate confusion regarding products that use single sign-on.
- Provided IT and AV Support for:
 - June 19th Taste of the South Culinary Event
 - June 30th Dental Assisting Pinning Ceremony
 - July 8th Foundation RASP Training



- July 9th Boat Building Program Graduation
- July 16th Medical Assisting Pinning Ceremony
- July 16th Social and Human Services Pinning Ceremony
- July 28th CNA and Nurse Aid Pinning Ceremony
- July 30th NC Coastal Federation Event

IT Help Desk Tickets Resolved in June: 637

IT Help Desk Tickets Resolved in July: 686