

**North Carolina Community College System
Technology & Workforce Development
Leadership Committee**

**Meeting Summary
February 16, 2011**

The February 2011 meeting of the Workforce Development Leadership Committee (WDLC) was held at the System Office February 16, 2011. The following members and guests were in attendance.

<p>Members in Attendance: Barbara Boyce, Dir Con Ed, NCCCS Doris Carver, Piedmont CC Velva Jenkins, Brunswick CC Carol Johnston, Mitchell CC Laura Leatherwood, Haywood CC Brad Ledbetter, McDowell TCC Robert Leslie, Randolph CC Sharon McGinnis, Coastal Carolina CC</p>	<p>Jeanie Moore, Rowan-Cabarrus CC Justin Oliver, Robeson CC Randy Parker, Vance-Granville CC George Sappenfield, Surry CC Sam Strickland, Wake TCC Mary Vickers-Koch, Central Piedmont CC Walter Whitfield, Martin CC Dr. Saundra Williams, VP-Tech/Workforce, NCCCS Stelfanie Williams, Central Carolina CC</p>	<p>Members Not in Attendance: Barbara Greene, Cleveland CC</p> <p>Others in Attendance: Phil Batts, Regional Fire Coordinator, NCCCS Robin Coates, HRD, NCCCS Stephanie Deese, Workforce Dvlp, NCCCS George Millsaps, Small Business Network, NCCS Matt Meyer, Innovation & Biotechnology NCCCS Tracy McPherson, Public Safety, NCCCS Frank Scuiletti, Academic Programs, NCCCS Randy Whitfield, Dir Basic Skills, NCCCS</p>
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Approval of Minutes

Brad Ledbetter, Vice-Chair opened the meeting with welcoming everyone and called the meeting to order. Minutes were approved with correction to attendance.

Review of Course Requests

Course ID	Course Title/Description	R	M	Program Area	Recommendation
CTS-2100	Computer Information Technology	96	115	F30 – Computers	New course request approved as submitted
FIP-6401	NCRIT-Mayday	8	10	R30-Fire & Rescue Svs	New course request approved as submitted
FIP-6402	NCRIT-Firefighter Survival	16	18	R30-Fire & Rescue Svs	New course request approved as submitted
FIP-6403	NCRIT-Rapid Intervention	16	18	R30-Fire & Rescue Svs	New course request approved as submitted
FIP-6401	NC Rapid Intervention Team	40	48	R30-Fire & Rescue Svs	New course was added and approved. This course combines all three courses
AET-3228	Avionics FCC Preparation	48	58	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3226	Flight Line Testing	48	58	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3224	Adv. Wiring and Troubleshooting	128	154	K35- Electrical/ Electronic Occ	New course requests approved as submitted
AET-3222	Avionics Systems Interconnect	48	58	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-220	Flight Management and Control	48	58	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3132	Avionics Repair Stations	64	77	K35- Electrical/ Electronic Occ	New course request approved as submitted

Course ID	Course Title/Description	R	M	Program Area	Recommendation
AET-3130	Engine Electrical Systems	96	115	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3126	Aircraft Instruments Systems	48	58	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3124	Airframe Systems	128	154	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3122	Aircraft Electrical Systems- Advanced	96	115	K35- Electrical/ Electronic Occ	New course request approved as submitted
AET-3120	Sheetmetal Aircraft Structures	48	58	K35- Electrical/ Electronic Occ	New course request approved as submitted

Updates

NCCCS System Office – Dr. Williams

- The System Office is gearing up for the current legislative session. Staff is working on documents with talking points in response the Governor’s proposed budget.
- Dr. Williams gave an update on the SuccessNC initiative, NCCCS listening tours and the System Office top priorities for 2011.

President’s Association – Randy Parker

- Randy reported that the Presidents’ Association approved the tiered funding proposal.

Program Updates

- Below is a list of guest who gave updates on their respective program area.
 - Small Business Center NetworkGeorge Millsaps
 - Public Safety Training Program..... Tracy McPherson
 - Human Resources Development Program..... Robin Coates
 - Code Green Super CIP Frank Scuiletti
 - DOL/ TAA Community College and Career Training Grant (2 handouts) Matt Meyer
 - Basic Skills Program..... Randy Whitfield

New Business

2011 Comprehensive Course Review

- The comprehensive review looks at the enrollment and FTE trends of continuing education courses over the last three years to determine if courses need to be added and/or deleted. A subcommittee will be formed to look at the trends. It was noted that over the last five years the Master Course List has been reduced from 1,300 to 757 courses offerings.

2010 State-level Continuing Education Program Analysis

- Working off of the Continuing Education Program Analysis the state does for individual colleges, the committee will take on a state-level program analysis.
- The committee will be divided into teams to identify factors that decrease FTE. Committees are to meet 3-4 times and are to report back sometime after April.

Proposed Performance Measures for Continuing Education

- Jeanie provided the committee with a brief update on the progress this statewide committee has made in relation to performance measures for Continuing Education. The committee reviewed the preliminary results from a survey that was distributed by the statewide committee.

Meeting adjourned at 4:15 pm February 16, 2011
Next Scheduled Meeting: March 9, 2011