

Board Highlights

Hilda Pinnix-Ragland, Chair

Dr. R. Scott Ralls, NCCCS President

Volume 118
May 16, 2008

**SUMMARY OF OFFICIAL BUSINESS –
STATE BOARD OF COMMUNITY COLLEGES (SBCC) 05-16-2008**
*(For details, see official minutes or contact the Office of Board Affairs.)
Raleigh, North Carolina*

For Action

The Board received and approved the following:

- Minutes of the April 18, 2008 Meeting
- Initiate Rule Making to Add 23 NCAC 02C .0110 “Accountability and Audit Responsibilities” (Attachment Pol. 5)
- Redesignation of Stanly Community College’s Western Stanly Center to a Multi-Campus Site (Attachment Pol. 6)
- Captive Curriculum Program Approval: Review of SBCC’s Policy: Allows colleges to offer approved programs to students in captive settings that they do not offer to their regular population students (Attachment Pol. 7)
- Operating Procedures for the Enrollment of High School Students in Community College Courses: Revision to the procedures manual for collaborative high school programs (Attachment Pol. 8)
- Curriculum Program Applications (Fast Track for Action): As requested by Asheville-Buncombe Technical, Johnston, Rowan-Cabarrus, Sandhills, Tri-County, Wake Technical, and Wayne CC’s as listed in Attachment Prog. 6
- Program Approval, Electrical Related CIP: Archived *Electronic Servicing Technology* [A50120] and *Electronics Technology* [A50140] programs replacing them with *Electronics Engineering Technology* [A40200] as outlined in Attachment Prog. 7
- Curriculum Procedures Reference Manual Revision, Section 9: Revisions to simplify language, reduce content duplication, and update to reflect NC Administrative Code changes (Attachment Prog. 8)
- Curriculum Standard Revision: *Computer Information Technology* [A25260] (Attachment Prog. 9)
- Courses of Instruction to Captive/Co-opted Groups: Basic Skills requests by Richmond and Southeastern CC’s (Attachment Prog. 10) and Continuing Education requests by Durham Technical, Forsyth Technical, and Rowan Cabarrus CC’s (Attachment Prog. 11)
- Continuing Education Master Course List – Course Approvals: Addition of Locksmithing (Attachment Prog. 12)

- Progress Energy Power Careers Program Scholarship and Renewal Contract (see Attachment FC-2)
- Adult Basic Education Funds for Community Based Organizations (CBOs): \$951,592 in allocations to 26 CBOs found in Attachment FC-3
- Basic Skills Pathways to Employment Programs: \$293,105 for 8 programs found in Attachment FC-4
- Basic Skills Project IDEAL – Distance Learning Grants: Allocations to 12 community colleges and 2 CBOs totaling \$182,800 as listed in Attachment FC-5
- Basic Skills Family Literacy Initiative: Allocation of \$251,800 to MOTHERREAD and the NC Center for Family Literacy (Attachment FC-6)
- Service Agreement with the University of Michigan: Agreement in the amount of \$22,000 for final year of Project Ideal, a distance learning research project (Attachment FC-7)
- CASAS (Basic Skills Comprehensive Adult Student Assessment System) Training Grants: Allocation of \$64,300 to 4 CC's to train Basic Skills State Certified Trainers (Attachment FC-8)
- Basic Skills English Literacy/Civics Projects: Allocations totaling \$817,680 for 20 Basic Skills English Literacy/Civics projects as listed in Attachment FC-9
- Basic Skills Comprehensive Family Literacy Programs: Allocations totaling \$650,000 for 10 Comprehensive Family Literacy programs (Attachment FC-10)
- General Educational Development (GED) Microfilm Records Conversion: New contract in the amount of \$65,219.04 with Crowley Micrographics to convert microfilm images to text-searchable PDF/Raw Text, a standard format (Attachment FC-11)
- Curriculum Improvement Projects (CIP) for 2008-2010: \$125,000 to Wake Technical CC for *Hotel and Restaurant Management* [A25240] and *Culinary Technology* [A55200] and *Baking and Pastry Arts* [A55130] and \$125,000 to Wayne CC for *Machining Technology* [A50300] with the concentration of *Machining Technology/Tool, Die, and Mold Making* [A5030A] (Attachment FC-12)
- Client Relationship Management System – Contract Renewal with Center Dynamics USA, LLC and the NCCC Small Business Center Network: \$29,415 for the 2nd of a 5-year contract with Center Dynamics USA, LLC for the delivery of a client relationship management system (Attachment FC-13)
- *Two Percent Transfer Restriction Report* (Attachment FC-14)
- Environmental, Safety, and Health Compliance Services Contract: Contract with Blue Ridge CC in amount of \$234,900 for environmental, safety and health service compliance services. (Attachment FC-15)
- *Construction/Property/Bond Authorization Report*: As of May 16, 2008 (Attachment FC-16)
- Senate Bill 622, Section 9.5 UNC/NCCCS 2+2 E-Learning Initiative Funds: Open Source Collaboration - Moodle Pilot: New contract totaling \$170,000 with UNC General Administration to establish a software collaboration to investigate the scalability and online teaching capabilities of Moodle, a course management system. (Attachment FC-17)
- College Information System (CIS) Training Center Contracts for 2008-09: CIS Training Center contracts totaling \$550,500 to the colleges listed below and as outlined in Attachment FC-18
 - Central Piedmont & Wayne CC (CIS Application Training Center)
 - Wake Technical Community College (CIS Application & Technical Training Center)
 - Guilford Technical Community College (CIS Technical Training Center)
- Software Annual Maintenance and Support Services Agreement –Datatel, Inc.:. Contract renewal with amendment in the amount of \$5,656,105 for software maintenance and support services for the CIS (Attachment FC-19)

- Dr. Jarrett Chandler, Jr. as Interim President of Rowan-Cabarrus CC
- Organizational structure changes within the NCCCS
- EPA personnel actions as a result of the organizational changes: Linda H. Weiner as Assistant to the President for Engagement and Economic Development effective May 16, 2008; Glynda Lawrence as AVP for Customized Training (East), Maureen Little AVP for Customized Training (West), Sandra Williams as Sr. VP/Chief of Technology and Workforce Development, Richard Sullins as Executive Director of the State Board and Education Boards Liaison, and Pia McKenzie as Special Assistant to the President effective June 1, 2008; and, authority was granted to President Ralls to hire a part-time Legislative Liaison at a time he deemed appropriate.
- Chair Pinnix-Ragland appointed Dr. Powell, Chair, Ms. Steiner, Mr. Watkins, and Ms. Turnage to review and revise the instrument used to evaluate the System President

For Information

The following were presented to the Board for information:

- Special Application Approvals by System President: Asheville-Buncombe Technical, Catawba Valley, and Randolph CC's request to offer *Entrepreneurship* [A25490] (Attachment Prog. 1)
- Special Termination Approvals by System President: Five programs as requested by Pitt CC and one as requested by Wake Technical CC as listed in Attachment Prog. 2
- Special Curriculum Standard Revision Approvals by Vice President: 21 course revisions as listed in Attachment Prog. 3 - *Animal Care and Management Technology* [A55100], *Business Administration* [A25120], *Business Administration/Banking and Finance* [A2512A], *Business Administration/Customer Service* [A2512B], *Business Administration/Electronic Commerce* [A2512I], *Business Administration/Human Resources Management* [A2512C], *Business Administration/International Business* [A2512D], *Business Administration/Logistics Management* [A2512E], *Business Administration/Marketing and Retailing* [A2512F], *Business Administration/Operations Management* [A2512G], *Business Administration/Public Administration* [A2512H], *Business Administration/Shooting and Hunting Sports Management* [A2512J], *Court Reporting and Captioning* [A25140], *Environmental Science Technology/Invasive Species Management* [A2014C], *Landscape Architecture Technology* [A40260], *Magnetic Resonance Imaging* [A45800], *Medical Office Administration* [A25310], *Medical Sonography* [A45440], *Medical Transcription (Diploma)* [D25320], *Physical Therapist Assistant (2-year program)* [A45620], and *Voice Writing Realtime Reporting* [A25460].
- Report: *Estimated Tuition and Fees Collected Through April 30, 2008* (Attachment FC-1)
- Update on College Presidential Searches: Four ongoing searches
- Update on College Presidential Evaluations: Due by June 30 of each year evaluating the college presidents on the criteria set forth in the NCAC

Future Action

The following items were presented to the Board for future action:

- Renewal of Proprietary Schools for Licensure: Annual renewal of 57 proprietary schools for licensure (Attachment Pol. 1)
- Approval of Proprietary School Licenses: Dental Staff Institute and Mr. David's School of Hair Design (College of Wilmington) per Attachment Pol. 2
- Initiate Rule Making to Add 23 NCAC 02C .0801 "Intercollegiate Athletics" (Attachment Pol. 3)

- Initiate Rule Making to Amend 23 NCAC 02D .0202 “Tuition and Fees for Curriculum Programs” (Attachment Pol. 4)
- New to the System – Curriculum Standard – CIP: New curriculum standard for colleges that currently are approved to offer *Associate Degree Nursing (Integrated)* [A45100] or (*Non-integrated*) [A45120] (Attachment Prog. 4), archiving those and proposing a standard that does not differentiate between integrated and non-integrated.
- Curriculum Standard Revisions: *Emergency Preparedness Technology* [A55420]; *Interventional Cardiac and Vascular Technology* [A45410]; *Office Systems Technology* [A25360], *Legal* [A2536A] and *Virtual Office Assistance* [A2536C]; and *Therapeutic Recreation* [A45760] (Attachment Prog. 5)

Other Reports/Presentations

- NC Association of Community College Presidents, Dr. Patricia Skinner, President
- NC Association of Community College Trustees, Dr. Donny Hunter, Executive Director
- N4CSGA, Written Report presented by Chair Pinnix-Ragland

President Ralls’ Report to the State Board of Community Colleges

- The President’s report is available on the NCCCS website at:
http://www.ncccs.cc.nc.us/External_Affairs/President/MainPresReportsPage.htm

Chair Pinnix-Ragland's Remarks

- Chair Pinnix-Ragland welcomed those in attendance and reminded SBCC members of their ethics responsibility and the requirement to identify conflicts or potential conflicts of interest.
- On behalf of the SBCC and NCCCS, the Chair again extended a special thanks to Chester and Maxine Middlesworth for their hospitality on the Board’s recent trip to Mitchell CC.
- The next SBCC meeting will be held June 19-20, 2008. Committee meetings on Thursday, June 19, will be via teleconference, and the Board meeting on Friday, June 20, will be via videoconference. Meetings will originate from the NCCCS, Caswell Building, 200 West Jones Street, Raleigh, NC. Further details will be announced by June 1, 2008.

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