



North Carolina Community College System
Preparing North Carolina's World-Class Work Force

State Board of Community Colleges
Raleigh, North Carolina

October 15, 2004
9 a.m.

CALL TO ORDER

The regular meeting of the State Board of Community Colleges was called to order. The following members were present:

James J. Woody, Jr., Chair
William N. Acosta
Jeannette M. Council
James W. "Jim" Daniels
Stuart B. Fountain
Bob H. Greene
Sandra L. Hayes
Anne-Marie Knighton

Estell C. Lee
Chester P. Middlesworth
John McLawhorn representing
Treasurer Richard Moore
Tamara Jones representing
Lt. Governor Beverly Perdue
Linwood Powell
Ann T. Turlington
Norma Turnage

The following members were unable to attend: Gordon "Buddy" Greenwood, Thomas Norman, Hilda Pinnix-Ragland, B. Joanne Steiner and Herbert Watkins.

APPROVAL OF MINUTES

On a motion by Dr. Greene, seconded by Ms. Hayes, the Board approved the minutes of the September 17, 2004 meeting with the correction of the date of the Joint Governing Boards Liaison Committee meeting to January 12, 2005.

CHANGES IN AND APPROVAL OF AGENDA

On a motion made by Dr. Linwood Powell, Acting Chair of the Finance and Capital Needs Committee, seconded by Dr. Council, the Board suspended the rules and removed from the Agenda Attachment FC-12 "Contractual Services-Software Annual Maintenance Agreement-Contract Amendment-Affiliated Computer Services (College Information Systems Project)." Dr. Fountain requested that the Personnel Committee be the first standing committee report. Without objection, Chairman Woody granted the request. On a motion by Dr. Fountain, seconded by Dr. Greene, the Board suspended the rules and moved from For Future Action to For Action Attachment SBCC-2 "Report on the Task Force on UNC/NCCCS Partnerships." By consensus, the agenda was approved as amended.

APPROVAL OF THE CONSENT AGENDA

On a motion by Ms. Knighton, seconded by Ms. Lee, the consent agenda was approved.

REPORTS/PRESENTATIONS

State Employees Credit Union (SECU) Foundation Scholarships, SECU President Jim Marrow and SECU Foundation Chair Tom King

- Dr. Jim Marrow presented to the SBCC a brief history of the SECU Foundation and their purpose. The Foundation promotes local community development primarily through high impact projects in the areas of education, health and human services. The Foundation will fund initial planning and development for projects that will have potential for attracting broad-based local and state partnerships and will be self-sustaining. Projects are initiated through the local SECU branch advisory boards and approved by the Foundation Board.
- SECU Foundation Chair Tom King announced the awarding of \$580,000 to be divided among each of the colleges within the NCCCS to provide two scholarships at each college. Mr. King reviewed the criteria for students who would qualify for the scholarships. The funds will be distributed annually in two payments. It is hoped this can be an ongoing award. Chairman King noted that the philosophy of the SECU and the SECU Foundation is one of people helping people. He and the Foundation are delighted that their first award is being presented to the NCCCS, which shares that philosophy.

NC Association of Community College Trustees (NCACCT), Helen Dowdy

- On behalf of the NCACCT (an SECU customer), Ms. Dowdy thanked the SECU Foundation for their generous donation of scholarships to the NCCCS.
- NC was well represented at the ACCT 2004 Annual Community College Leadership Congress held last week in New Orleans, LA. "Fueling Small Business and the Spirit of Entrepreneurship" was organized around specific learning tracks, best practices, innovations, direct trustee involvement, and centered on fueling the growth of the global economy. Attendance was at an all-time high with approximately 2,500 participants from seven countries.
- Lynda Stanley, Trustee of Brunswick CC, was elected Secretary/Treasurer of the ACCT Board of Directors. This places her in a position to eventually become President. Jim Corbett, former NCACCT President and Coastal Carolina CC Trustee, is also a member of the Board of Directors.
- The NCACCT is delighted at the selection of Bill Disher, former NCACCT President, as a recipient of the I.E. Ready Award, posthumously.

NC Association of Community College Presidents (NCACCP), Dr. Katherine "Kathy" Johnson

- NCACCP has ordered plaques to be presented to legislators and Suzanne Williams for their efforts and support for the budget allocations received by the NCCCS during the 2004 session.
- NCACCP approved a resolution supporting Amendment One that is being spearheaded by the NC Citizens for Business and Industry.

- NCACCP will present certificates of recognition to 393 faculty members from 55 community colleges who have been involved in the creation of 900 courses developed for on-line utilization since the inception of the Virtual Learning Community (VLC).
- Several community college presidents attended the ACCT National Congress, which was an excellent conference.
- The fall meeting of the NCACCP was held in conjunction with the 2004 NCCCS Conference. Presidents received a briefing on the Hispanic/Latino Initiatives underway, a demonstration on the CC Strategic Planner from CC Benefits, and an extensive review of the 2005-2007 budget request. The budget request received the unanimous endorsement/approval of the NCACCP. Presidents were encouraged to brief their State elected officials on the request.
- In regards to the recommendations of the State Task Force on Nursing, the NCACCP drafted a response to voice concerns aimed at the NLN accreditation and Masters credentials for all levels of nursing instruction.
- An adhoc committee will study the number of hours in the Basic Law Enforcement Training programs.
- The NCACCP Executive Committee will meet again Thursday, November 18, at 10 a.m.

CONSENT AGENDA

POLICY COMMITTEE, Anne-Marie Knighton, Chair

For Action

Approval of Proprietary School

The Board approved Millwright & Crane Inspection School to provide a millwright training program consisting of 1560 credit hours.

Durham Technical Community College Request for Off-Campus Center Site

Designation in Orange County

The Board approved a request received from Durham Technical CC for off-campus center designation for a 20-acre site in the Waterstone development near Hillsborough.

PROGRAM SERVICES COMMITTEE, Bob Greene, Chair

For Action

Curriculum Program Applications (FTFA)

The Board approved curriculum program applications received from Johnston CC for *Bioprocess Technology* [A50440], and Sampson CC for *Building Construction Technology* [A35140].

Curriculum Standard Revision

The Board approved a request for a curriculum standard revision received from Surry CC for *Viticulture and Enology Technology* [A15430].

Courses of Instruction to Captive/Co-opted Groups/Continuing Education

The Board approved The College of The Albemarle to offer one course at Pasquotank Correctional Institution, Edgecombe CC to offer one course at Fountain Correctional Center for Women, and Wake Technical CC to offer five courses at the NC Correctional Institute for Women and five courses at the Wake County Detention Annex. (See Attachment Prog. 8)

FINANCE AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

For Action

2004-2005 Funding for Academic Services for Nursing Students from Disadvantaged Backgrounds

The Board approved the allocation of \$80,000 of funds appropriated by the NC General Assembly to provide academic assistance to nursing students from disadvantaged backgrounds for the 2004-2005 academic year. Appropriations to 46 colleges were approved as outlined in Attachment FC-5.

Approval of Contract - State Occupational Information Coordinating Committee (SOICC)

The Board approved a one-year contract in the amount of \$6,500 to help support the activities of the SOICC to provide occupational information and support for NC. Funding through State Leadership funds of the Carl D. Perkins Vocational and Technical Education Act of 1998 are for the period July 1, 2004 through June 30, 2005.

Two Percent Transfer Restriction

The Board approved requests from Beaufort CC, Blue Ridge CC, Halifax CC, Pitt CC, and Roanoke-Chowan CC; the Budget Flexibility 2% Transfer Percentage for FY 2004-2005 Established by HB 1414 Report; and the Curriculum and Non-Curriculum Salary and Fringe Benefits Transfers Processed through September, 2004 Report. (See Attachment FC-8)

Inmate Education

The Board approved the allocation of funds as appropriated by the General Assembly to provide education and training for inmates in new or expanding prisons in NC for fiscal year 2004-05 including \$274,583 to Catawba Valley CC for Alexander, \$164,750 to Richmond CC for Scotland, \$247,125 to South Piedmont CC for Lanesboro, \$315,500 to Vance-Granville CC for Warren, and \$39,597 as appropriated to Mayland CC for Mountainview. In addition, Mayland CC was approved for an additional allocation of \$25,000 from funds appropriated to the SBCC to assist small community colleges with start-up costs for new programs in correctional education.

Construction/Property/Bond Authorization Report

The Board approved the Construction/Property/Bond Authorization Report as of October 15, 2004 including the reallocation of funds as requested by Durham Technical CC; project approvals for Bladen CC (2), Blue Ridge CC (1), Carteret CC (1), Central Piedmont CC (2), Coastal Carolina CC (1), Craven CC (1), Gaston CC (2), James Sprunt CC (1), Richmond CC (1), Sandhills CC (4), Vance-Granville CC (1), Wilkes CC (1), and Wilson Technical CC (2); the acquisition of real property by Durham Technical CC, Guilford Technical CC, and Western Piedmont CC, the acquisition of real property with disposal of timber and unwanted buildings on property

by Pitt CC; and, the deeding of property by Southwestern CC to Macon County to later be returned to the college. The SBCC also approved the Bond Authorization Report as of October 15, 2004. (See Attachment FC-11)

REGULAR AGENDA

PERSONNEL COMMITTEE, Stuart B. Fountain, Chair

On a motion by Dr. Fountain, seconded by Dr. Council, the Board convened in closed session to discuss personnel issues. The Board re-convened in open session.

Edgecombe Community College President

On a motion by Dr. Fountain, seconded by Ms. Lee, the Board approved Dr. Deborah L. Lamm as President of Edgecombe CC effective November 8, 2004. Dr. Tom Fleming, Chairman of the Board of Trustees for Edgecombe CC introduced Dr. Lamm who thanked the SBCC and Edgecombe CC for the opportunity to serve as their new President. Dr. Fleming, Chairman Woody, and the SBCC extended congratulations and thanked retiring President Hartwell Fuller for his many years of service. Dr. Fuller's service to Edgecombe CC began in 1968 when the college first opened.

SBCC COMMITTEE OF THE WHOLE, James J. Woody, Jr., Chair

For Future Action

Study of the NC Center for Applied Textile Technology

As directed by the 2004 Session of the General Assembly, the Board received a well-presented draft report from Regional Technology Strategies, Inc. (RTS) regarding the NC Center for Applied Textile Technology. The report will now be presented to the Office of State Budget and Management, Chairs of the Joint Legislative Education Oversight Committee and the Finance Committee Chairs of the Senate and House. The report will be brought back to the SBCC next month for approval.

For Action

Report on the Task Force on UNC/NCCCS Partnerships

On a motion by Dr. Fountain, seconded by Dr. Greene, the Board unanimously adopted the report as presented in Attachment SBCC-2. On a motion by Dr. Fountain, seconded by Dr. Greene, the Board approved the addition of the budget items contained in the report to the Expansion Budget. This will be a joint request - a historical first. Mr. Briggs explained that the funding request would be entered in both the NCCCS and UNC budgets.

POLICY COMMITTEE, Anne-Marie Knighton, Chair

For Future Action

Approval of Proprietary School

The Board received for future action a request for licensure by Microhard Technical Institute in Cary as outlined in Attachment Pol. 1.

PROGRAM SERVICES COMMITTEE, Bob Greene, Chair

For Information

The Board received for information the following:

Special Application Approval

Forsyth Technical CC requested and the System President approved a special application to offer *Industrial Systems Technology* (A50240).

Curriculum Program Terminations

The following colleges requested and received approval to terminate the programs listed: Asheville-Buncombe Technical CC *Mechanical Drafting Technology/CAD Systems Management* [A5034A]; Montgomery CC *Air Conditioning, Heating, and Refrigeration Technology* [A35100], *Automotive System Technology* [A60160], *Business Administration/Banking and Finance* [A2512A], *Health Care Technology (Certificate)* [C45350], *Internet Technologies* [A25290], *Nursing Assistant* [C45480], and *Real Estate Appraisal (Certificate)* [C25240], Robeson CC *Accounting* [A25100], *Automotive Systems Technology* [A60160], *Business Administration/Banking and Finance* [A2512A], *Business Administration/Electronic Commerce* [A2512I], and *Spanish Interpreter* [A55390]; and, Southeastern CC *Community Spanish Interpreter* [A55370], *Real Estate* [A25400], and *Real Estate Appraisal (Certificate)* [C25420].

For Future Action

2004 Excellence in Teaching Awards

The Board received for consideration of future action the nominations for the 2004 Excellence in Teaching Awards as selected by the SBCC Excellence Committee.

Curriculum Program Revision

The Board received for consideration of future action guidelines for the General *Occupational Technology* (A55280) curriculum program and standard.

Curriculum Standard Revisions

The Board received for consideration of future action the following curriculum standard revisions: Asheville-Buncombe Technical CC *Mechanical Engineering Technology* [A40320], *Mechanical Engineering Technology/Drafting and Design* [A4032A], *Mechanical Engineering Technology/Fire Sprinkler Design* [A4032B], and *Manufacturing Engineering Technology* [A40300]; and, South Piedmont CC *Medical Assisting* [A45400].

FINANCE AND CAPITAL NEEDS COMMITTEE, Herbert L. Watkins, Chair

In the absence of Chair Watkins, Chairman Woody asked that Dr. Powell give the report.

For Information

The Board received the following for information:

1993 Bond Status Report

The Board was given the 1993 Bond Project Status Report-Ongoing Projects as of October 15, 2004 with 82% of funds committed.

Estimated Receipts

The Estimated Tuition and Fees Report as of September 30, 2004 indicated 40.34% collected, a decrease of 1.79% from the previous year.

A Summary of State Funded Financial Aid Programs for Community College Students

The Summary of State Funded Financial Aid Programs for Community College Students Report for the school year 2003-04 was provided. The report indicated 9,996 students received CC Grants totaling \$8,281,731.41; 53 colleges requested and received targeted assistance funds totaling \$477,604.50 to aid students; 17 colleges utilized \$138,581.15 to grant 383 short-term loans from the two-year allocation for this purpose; 47 defaulted loans totaling \$13,391.24 have been referred to the NC Department of Revenue for collection; 46 colleges have drawn down matching funds from the CC Trust Fund Program; and, 53 colleges used \$238,916.00 to provide assistant for those attending less than full time.

CIS Project Discussion and Implementation Update - Herbert L. Watkins, Chair

Dr. Saundra Williams provided an update on the CIS Project to members. She reported Phase 2C colleges are in training for the HR component, all 58 institutions are live on Finance which is a major accomplishment, and we will initiate Phase 2A colleges on schedule this coming year on the student component. We are still working with Finance Division on five issues related to ARCR, with three being programming issues and two being documentation. An agreeable price has not yet been negotiated for the software maintenance contract. On a motion by Dr. Powell, seconded by Ms. Lee, the Board approved the granting of the Finance and Capital Needs Committee to call a telephonic meeting to reconsider Attachment FC-12, the software annual maintenance agreement, and present it to the SBCC at the next meeting.

For Action

Allocation of Resources to Pitt CC for the Accelerating Performance Academy

On a motion by Dr. Powell, seconded by Ms. Lee, the Board approved an allocation of \$250,000 to Pitt CC to create a Career-Technical Education Performance Acceleration Academy through federal funding from the Department of Commerce, Division of Employment and Training, through the US Department of Labor.

2005-2007 Expansion Budget Request

On a motion by Dr. Powell, seconded by Mr. Middlesworth, the Board approved the 2005-2007 Consensus Budget Request as presented in Attachment FC-10 to be amended to incorporate tiers, to move selected System Office needs up in priority, and to add items needed as identified in the Task Force on UNC/NCCCS Partnerships Report in Attachment SBCC-1.

State Board Allocation of Contingency Reserves (Session 2003, House Bill 1414, Section 8.14)

On a motion by Dr. Powell, seconded by Dr. Council, the Board approved guidelines and allocations in the amount of \$1,899,950 from the Contingency Reserve fund as authorized by House Bill 1414, Section 8.14, to provide one-time grants to colleges in areas with high unemployment due to manufacturing job losses.

Calendar Committee, Hilda Pinnix-Ragland, Chair

In the absence of Ms. Pinnix-Ragland, Dr. Powell was asked to provide the report.

On a motion by Dr. Powell, seconded by Mr. Middlesworth, the Board approved the SBCC calendar for 2005.

PRESIDENT'S REPORT, H. Martin Lancaster

(The full text of the President's remarks is available on the NCCCS Web site.)

Summary of President Lancaster's report: *(The full text of the President's remarks is available on the NCCCS Website)*

- President Lancaster advised that a delegation of NC Higher Education leaders will be leaving for a week in the United Kingdom (UK) today. They will be returning an exchange visit of two years ago when UK leaders came to NC to explore ways in which two- and four-year institutions of higher education could work together. Don Reichard of Johnston CC, Gordon Burns of Wilkes CC, Ken Boham of Caldwell CC and TI, Dr. Delores Parker, Dr. Tim Brewer, and President Lancaster of the System Office, along with senior administrators from NC State University, NC A&T State University, Appalachian State University and the UNC at Charlotte. Those institutions along with Central Piedmont CC and Guilford Technical CC hosted the initial UK visit to NC. (Guilford Technical CC and Central Piedmont CC elected not to participate in the return trip.) On the return trip, the group will be looking at experiential learning, the articulation of technical degrees into applied science baccalaureates, and will visit universities and two-year colleges in London, Leicester, Staffordshire, and Northern Ireland.
- Two Deputy Ministers of the Department of Employment and Learning from Northern Ireland came over to see how we are re-training traditional manufacturing workers, particularly those in textiles. Their economy is similar to that of NC in that they are dependent on traditional manufacturing (especially textiles), and are losing those jobs at a rate similar to us. While here they met with the Employment Security Commission and the NCCCS. They visited JobLinks at Johnston CC and Lenoir CC. They were very interested in the NC one-stop centers dealing with unemployment.
- President Lancaster attended Forsyth Technical CC where Duke Power made a formal announcement of their \$12 million gift to fund specialty economic development projects in their service area. The colleges affected are really excited about the gift.
- President Lancaster attended and spoke at Fayetteville Technical CC when the Student Center was named for Senator Tony Rand. Fred Williams and Dr. Linwood Powell also attended.
- UNC President Molly Broad, President Lancaster, and their Senior Staff have been working for several weeks to put together a team for the study mandated by the NC General Assembly. The study is of great importance to the NCCCS, as it will look at how community colleges and university programs will meet future workforce development needs of NC through higher education in programs and facilities. Representatives from the two systems have reviewed the study proposals; however, a contract has not yet been signed. This important initiative could lead to

a bond issue. The cooperative atmosphere of the meetings was indicative of the benefits of the taskforce chaired by Dr. Fountain.

- Dr. Keen and President Lancaster reported to the Education Oversight Committee this week reporting on two areas, the Comprehensive Articulation Agreement and New and Expanding Industry and FIP.
- The biggest news of the year was the very successful 2004 NCCCS conference held in Greensboro earlier in the week, with almost 3,000 faculty, staff, and presidents attending. This event was one of the largest professional development undertakings anywhere in the community college world. Hundreds of sessions were offered while associations also met. It was good to see the NCAACCP's support of the conference. The statewide conference allowed staff interaction, opportunities to learn best practices from other colleges, and colleague networking. The combined meeting saved a large amount of money. Dr. Delores Parker, her entire division, and Elizabeth Isler are to be commended for a two-year effort that came off beautifully.
- President Lancaster is very pleased that with funding from the General Assembly, we now have a presence of Focused Industrial Training (FIT) on every campus with nine consortia providing FIT services for 22 colleges and the remaining colleges having directors on their individual campuses.
- The Funding Formula Study Committee has started its work, and Drs. Jeff Hockaday and Donnie Hunter are the consultants.
- Phil Albano has announced his retirement, and will be retiring in November after 37 years of dedicated service.

CHAIR'S REMARKS, James J. Woody, Jr.

- Thanks and congratulations were extended to Dr. Delores Parker, her staff, and Elizabeth Isler for their hard work in the creation of an outstanding NCCCS conference. The conference was well organized, and received a good show of support from throughout the system.
- The Day of Recognition Awards Banquet is an SBCC function, and will follow the November 19th SBCC meeting. Presentations will be made to honor the recipients of the I.E. Ready Award, Excellence in Teaching Award, President's Award, and the Staff Person Award. SBCC members should r.s.v.p attendance plans to Peggy Beach.
- Chairman Woody asked for comments from other members. Dr. Greene suggested that the State Employees Credit Union Foundation be recognized during the Day of Recognition for the scholarships contributed that were announced earlier in the meeting. Dr. Fountain advised members that NC Rules Review Commission has stated that they will not approve language in the proposed rules for Proprietary Schools if the language presented refers to a fee schedule approved by Governmental Operations; therefore, further work will be required in this area.
- At the request of Chairman Woody, Mr. Acosta, President of N4CSGA, reported on the activities of the association. The fall conference will be held next weekend in Charlotte. Their web site has now been updated and is again operational after being inactive for a while. A link will be added to allow members to view meeting

minutes, to post questions, etc., and they hope to improve communication between delegate members.

DATES OF NEXT MEETING

- November 18-19, 2004, Raleigh, NC

ADJOURNMENT

By acclamation, the Board adjourned at 11:45 a.m.

RESPECTFULLY SUBMITTED BY:

Secretary

APPROVED BY:

H. Martin Lancaster, System President

James J. Woody, Jr., *Chair*

Agenda attachments referenced in this document were previously mailed and therefore are not attached to these minutes. If copies are needed, please contact the Office of State Board Affairs, North Carolina Community College System, 200 West Jones Street, Raleigh, NC 27603-1379, (919) 807-6969