



Preparing North Carolina's World-Class Work Force

**State Board of Community Colleges
Caswell Building, 200 West Jones Street
Raleigh, North Carolina**

**August 18, 2006
9 a.m.**

CALL TO ORDER

Following proper public notification and a determination that a quorum was present, the meeting of the State Board of Community Colleges (SBCC) was called to order by Chair Pinnix-Ragland at 9 a.m. The following members were present:

Hilda Pinnix-Ragland, Chair
Linwood Powell, Vice Chair
James W. Daniels
Jimmie E. Ford
Stuart B. Fountain
Raichelle Glover
Gordon "Buddy" Greenwood
Sandra L. Hayes
Anne-Marie Knighton

Chester P. Middlesworth
Treasurer Richard Moore
Represented by Pam Wortham
Lt. Governor Beverly Perdue
Represented by Mike Arnold
John Shaw, Jr.
B. Joanne Steiner
Norma Turnage
Herbert Watkins
Jonathan R. Smith

The following members were unable to attend: Nancy M. Brenner, Bob H. Greene, Estell C. Lee, and Thomas Norman.

SUMMARY OF THE CHAIR'S OPENING REMARKS

Ms. Pinnix-Ragland welcomed those in attendance and recognized special guests including community college presidents Dr. Don Reichard, Dr. Ken Boham, and Dr. Garrett Hinshaw.

APPROVAL OF MINUTES

On a motion by Mr. Middlesworth, seconded by Mr. Ford, the Board approved the minutes of the July 21, 2006 SBCC meeting.

CHANGES IN AND APPROVAL OF AGENDA

The Board suspended the rules and amended the agenda based upon Committee recommendations. On a motion by Dr. Fountain, seconded by Ms. Knighton, Attachment Pol. 1 was moved to Action on the regular agenda. Ms. Turnage moved, Mr. Middlesworth seconded, and Attachment Prog. 3-A and 3-B was moved to Action on the regular agenda. The Chair granted a request by Mr. Watkins to remove Attachment FC-7 from the agenda. Mr. Watkins also moved, and Mr. Shaw seconded, to

add "Community Colleges Facilities Grant Process" for future action. On a motion by Dr. Fountain, seconded by Ms. Hayes, the Board approved the agenda as amended.

APPROVAL OF THE CONSENT AGENDA

On a motion by Mr. Shaw, seconded by Mr. Greenwood, the consent agenda was approved. The consent agenda included the following items.

POLICY COMMITTEE, Dr. Stuart B. Fountain, Chair

Approval of Proprietary School for Licensure

The Board approved proprietary school licensure to Health Care Options Medical Institute, 1408 Christian Avenue, Suite 8, Durham, NC to offer Nurse Aide I to include 90 clock hours.

Validation of Placement Test Scores Recommendation

The Board approved the placement testing policy and placement test scores to establish proficiency levels for students entering college level courses as outlined in Attachment Pol. 4.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

2006 Cooperative Innovative High School Programs - Addendum

The Board approved an addendum to the Memorandum of Agreement for the governance of the Davidson Early College High School as outlined in Attachment Prog. 5.

New and Expanding Industry Training 2005-2006 Annual Report

Pursuant to Session 2003 H.B. 1414, Section 8.4 G.S. 115D-5(i), the Board approved the New and Expanding Industry Training 2005-2006 Annual Report for presentation to the Joint Legislative Education Oversight Committee by September 1, 2006 as outlined in Attachment Prog. 6.

Customized Industry Training 2005-2006 Annual Report

Pursuant to Session 2005, S.B. 622, Section 8.4(b) G.S. 115D-5.1(e) the Board approved the Customized Industry Training 2005-2006 Annual Report for presentation to the Joint Legislative Education Oversight Committee by September 1, 2006 as outlined in Attachment Prog 7.

Curriculum Program Applications (NS)

The Board approved the following colleges to offer curriculum programs listed that are new to the system with the provision that equipment funds are available to the colleges and operating funds generated by the budget formula will permit the offering without special funds being allocated: Central Piedmont CC *Nondestructive Examination Technology* [A50xxx] and Forsyth Technical CC *Financial Services* [A25xxx].

Curriculum Program Application (FTFA)

The Board approved the following colleges to offer the curriculum programs listed with the provision that equipment funds are available to the colleges and operating funds generated by the budget formula will permit the offering without any allocation of special funds: Davidson County CC *Heavy Equipment and Transport Technology* [A60240]. (See Attachment Prog. 9)

Curriculum Standard Revisions

The Board approved revision to the following curriculum standards as requested by the colleges listed: Southwestern CC *Cyber Crime Technology* [A55210] and Wake Technical CC *High Performance Computing* [A25230].

Courses of Instruction to Captive/Co-opted Groups:

The Board approved the following courses of instruction to captive/co-opted groups:

Basic Skills

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS
Fayetteville Technical CC	Pierce and Associates Day Program	**	BSP R 2000	Compensatory Education (CED)	1500
Pitt CC	Flynn Christian Fellowship Home	**	BSP A 2000 BSP A 2000	Adult Basic Education (ABE) General Educational Development (GED)	1500 1500

Continuing Education

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS
Lenoir CC	Greene Correctional Institution	2	WLD P 3109	Welding, TIG (TIG Welding)	88
			WLD P 3113	Welding, MIG (MIG Welding)	88
			WLD P 3114	Welding Upgrade and/or Recertification Training	120
			WLD P 3115	Welding Qualification/Testing Certification Prep	10
Pitt CC	Flynn Christian Fellowship Home	**	HRD A 3001	Employability Skills	40
			HRD A 3005	Introduction to Computer Skills	39
			HRD A 3008	Economic Literacy (Money Smart)	10
Robeson CC	Robeson Correctional Center	2	APP P 3515	Blueprint Reading (Basic Blueprint Reading)	58
			OSC P 3603	Office Clerk I (Computer Technology/Office Management)	385

Curriculum Program of Study Revisions

Nash CC at Nash Correctional Institution *Computer Information Technology* [A25260]. (See Attachment Prog 13)

Continuing Education Master Course List – Course Approvals

The Board approved the following changes to the Master Course List:

Course Approvals

Course Number	Course Title	Rec. Hrs.	Program Area
LEX 4000	Precinct Election Officials	30	F30 Office Skills Training
LBT2100	Good Laboratory Practices	10	P40 Biotechnology
BTC3700	Pharmaceutical Operational Practices	24	P40 Biotechnology

FINANCE AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

2006-2007 Professional Development Activities Grants

The Board approved funding in the amount of \$337,100 for 17 professional development activities grants as listed in Attachment FC-5 for the period July 1, 2006-June 30, 2007. Funding is through the Carl D. Perkins Vocational and Technical Education Act of 1998, Title I, Section 124, State Leadership Activities, and is contingent upon receipt of funds from the US Department of Education (USDOE). Projects are to be funded at the following colleges: Alamance CC, Asheville-Buncombe Technical CC, Brunswick CC, Caldwell CC and Technical Institute, Cape Fear CC, Cleveland CC, Davidson County CC, Fayetteville Technical CC, Guilford Technical CC, Halifax CC, Haywood CC, Johnston CC, Mayland CC (in partnership with Pamlico CC), Roanoke-Chowan CC, Robeson CC, Southeastern CC, and Vance-Granville CC.

Final Two Percent Transfer Restriction for 2005-06

The Board approved the final Curriculum and Noncurriculum Salary and Fringe Benefits Excess Transfer Requests Approved and Processed for FY 2005-06. (See Attachment FC-8)

North Carolina State Education Assistance Authority (Contract Renewal)

The Board approved a contract renewal with the NC State Education Assistance Authority for the purpose of administering the NCCC Grant Program. The contract is not to exceed \$139,812 for the period July 1, 2006-June 30, 2007. It will be funded from escheat funds.

Construction/Property/Bond Authorization Report

The Board approved the Construction and Property Report including a project approval for McDowell Technical CC, a project amendment at Sandhills CC, and the following acquisition and disposals: Brunswick CC and Halifax CC to lease, Isothermal CC and Rockingham CC to dispose of, Central Piedmont CC to acquire and dispose of, Mitchell CC to acquire and lease and to exchange, and Randolph CC to acquire property. The Board also approved the Bond Authorization Report as of August 18, 2006 indicating 92% of all 2000 bond funds committed. (See Attachment FC-10)

2006-2007 Budget Allocations

The Board received and approved Attachment FC-11-1 and FC-11-2. The Division of Business and Finance report, "Budget and Policy Issues In the 2006 Appropriation Act," was included in FC-11-1 addressing: (1) Salaries for CC faculty, professional staff and other college employees; (2) studies and reports required by the General Assembly; (3) reserves that require Board policy and/or rules development; and, (4) the capital allocation process. Also included was information on the "Learn and Earn" high schools, use of funds for the CIS Project, matching requirement for bond funds, and use of funds appropriated for Isothermal CC. Attachment FC-11-2 outlined specific action items taken by the General Assembly and budget allocations based on the current policies of the SBCC detailing college allotments totaling \$1,015,365,003. Attachments FC-11-1-A through G and FC-11-2-A through Y provided detailed information.

NC REAL Enterprises – Contract Renewal

The Board approved a contract renewal with NC REAL Enterprises to provide entrepreneurial education and economic development to small business owners. The contract in the amount of \$250,000 is for the period July 1, 2006-June 30, 2007. (See Attachment FC-14)

REPORTS/PRESENTATIONS

NC Association of Community College Presidents (NCACCP) Report, Dr. Don Reichard

Dr. Don Reichard, President of Johnston CC, who recently assumed the duties of president of the NCACCP for the fiscal year 2006-2007 gave the report.

- Presented to SBCC members the NCACCP organizational packet for 2006-2007 that provided information on the Executive Committee/officers, standing committees, liaisons to various staff organizations throughout the System, a list of presidents who are serving on various taskforces, and a list of meeting dates. These will be updated as changes occur.
- Advised that the current Executive Committee met for the first time on August 17 to discuss the issues for the upcoming year. There were many identified that will require discussion and follow up. A list was distributed to SBCC members; however it does not include those added or revised during the meeting of the 17th. A new list will be forthcoming. SBCC members were encouraged to notify Dr. Reichard of any issues they felt the NCACCP should take under advisement.
- Noted that graduation ceremonies were recently held at Johnston CC for the Adult High School and Curriculum Certificate programs. Dr. Reichard noted that “it is a long way from here in the Board Room to watching those students graduate but that is what the System is all about and why we are here,” and acknowledged that the Association looks forward to working with the SBCC.

Introduction Of Dr. Garrett Hinshaw, Catawba Valley Community College President

Charles M. Snipes, Chair of the Catawba Valley CC Board of Trustees, introduced the college’s third president, Dr. Garrett Hinshaw. Dr. Hinshaw thanked Mr. Snipes and the SBCC members for their approval and Dr. Ken Boham for his encouragement. He stated that he looks forward to “providing leadership, working with our great System Office and the SBCC as we provide access and opportunity for higher education to the citizens of NC.”

Ms. Pinnix-Ragland congratulated Dr. Hinshaw and thanked both Dr. Hinshaw and Mr. Snipes for participating in the meeting.

NC Association of Community College Trustees, Helen Newsome

- Stated that NCACCT is very pleased with the General Assembly’s budget appropriation, and feel that it will really help boards of trustees during the decision-making process in allocating funds.
- Reiterated that colleges are losing presidential candidates to out-of-state community colleges that are paying higher salaries and due to the presidential search taking too long. It is hoped that by having more competitive compensation those losses can be reduced, and that NCACCT will be able to offer possible solutions for consideration by the SBCC that will shorten the search process and allow the State Board to appropriately fulfill their statutory responsibilities.
- Reminded members that the General Assembly’s long session is fast approaching, and NCACCT looks forward to collaborating with the SBCC on the budget request for next year.
- Announced that SBCC Chair Pinnix-Ragland will be the luncheon speaker at the NCACCT Leadership Conference on September 15. SBCC members are invited to be guests at the

dinner on September 14. Also, the ACCT national meeting will be held in Orlando FL on October 11-14. SBCC members interested in attending are welcomed to register. Lynda Stanly, Brunswick CC Board of Trustees Chair and NCACCT Continuing Education Committee Chair, will be elected to the position of Chair-Elect meaning that she will become the ACCT Chair next year. She will be the fourth national chair from NC in recent history.

Ms. Pinnix-Ragland reminded Ms. Newsome that the SBCC is also meeting on September 15, and hopes times will not conflict. She added that Jonathan Smith is scheduled to speak at noon on Thursday, September 14.

N4CSGA, Jonathan Smith

- Advised that the Executive Board met at Durham Technical CC on August 12. Several motions were passed including one to seek a position for a part-time Executive Director for the N4SGA Board. Dates were finalized for the three division meetings and packages will be sent out next week.
- Stated the Fall Conference Committee is working diligently on the upcoming conference to be held October 20-22 in Charlotte. They anticipate several new speakers and very diverse workshops and expect a very productive meeting.
- Announced that Monica Lyle, student at Wayne CC, has been appointed Eastern Division Chair.
- N4CSGA welcomed a new advisor, Natasha Lipscomb, from Rowan-Cabarrus CC.
- Noted that five members of the N4CSGA Board were selected to attend the SGA National Conference in September. Most of the colleges attended by these students have agreed to help fund their participation at the conference.
- Shared that the ad hoc committee chair contacted all community colleges that do not currently participate in athletic programs and provided them with guidelines and rules on how to start those programs.

On behalf of the SBCC, Ms. Pinnix-Ragland extended sympathy to Mr. Smith and his family on the recent loss of his grandfather.

REGULAR AGENDA

POLICY COMMITTEE, Stuart Fountain, Chair

For Future Action

Johnston Community College Request to Approve the Designation of Three Off-Campus Centers
The Board received for consideration at a future date a request from Johnston CC to designate their sites, 9046 Cleveland Road and 135 Bestwood Drive in Clayton and 6601 Devil's Racetrack Road in Four Oaks, as off-campus centers.

For Action

Hearing Officer's Report to Adopt the Proposed Text for 23 NCAC 02C .0202 "Faculty"

On a motion by Dr. Fountain, seconded by Mr. Daniels, the Board adopted the proposed text in the Hearing Officer's Report to amend 23 NCAC 02C .0202 "Faculty."

Dr. Fountain reported that the Policy Committee had an interesting discussion related to intercollegiate athletics. There seems to be a growth in interest within the System for these activities, and the Policy Committee should be able to come up with appropriate policy upon receipt of and further discussion of pertinent information. Mr. Middlesworth noted that he has heard a lot of negative aspects related to intercollegiate athletics among community colleges, and felt it important to realize that all input is not positive.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

For Information

The Board received the following for information:

Special Application Approvals By System President

The following community colleges requested and received approval to offer the programs listed: Caldwell CC & Technical Institute, Central Carolina CC, Montgomery CC, and Rowan-Cabarrus CC *Infant/Toddler Care (Certificate)* [C55290]; Roanoke-Chowan CC and Rockingham CC *Lateral Entry (Certificate)* [C55430]; and, Wilson Technical CC *Early Childhood Associate/Special Education* [A5522A] and *Infant/Toddler Care (Certificate)* [C55290].

Special Termination Approvals By System President

The following community colleges requested and received approval to terminate the curriculum programs as listed: Montgomery CC *Business Administration/Electronic Commerce* [A2512I] and Rowan-Cabarrus CC *Carpentry (Diploma)* [D35180], *Health Care Technology* [C45350], *Industrial Management Technology* [A50260], and *Medical Assisting* [A45400].

For Action

2+2 E-Learning Initiative Report to the N.C. General Assembly September 1, 2006 (Note A & B)

Pursuant to Session Law 2006-66, Section 9.1, Ms. Turnage moved, Mr. Middlesworth seconded, and the Board approved *The NCCCS and the UNC Joint Report on The NCCCS-UNC 2+2 E-Learning Initiative* for submission to the NC General Assembly. (See Attachment Prog. 3)

Request for Retroactive, Limited Program Approval For Aquaculture Technology [A15120]-Carteret Community College

To correct a human error and misunderstanding in communication, Carteret CC requested that the SBCC approve a retroactive program application for *Aquaculture Technology* [A15120] to allow Carteret limited ability to award degrees to six students who successfully completed all the requirements for this program or should complete the requirements within the fall 2006 term at Carteret rather than the normal completion of 25% of the coursework at Brunswick CC as per the collaborative agreement. Carteret CC shall remit to the State all FTE formula funds inappropriately generated through the offering of the Aquaculture Technology courses. All courses in this program at Carteret CC after the 2006 summer term will be taught according to the approved collaborative agreement with Brunswick CC unless Carteret requests and receives SBCC approval to offer the program.

Ms. Turnage made a motion to suspend the rules and place this item on the action agenda and to approve the request consistent with the provisions above. Ms. Hayes seconded the motion, and the Board approved it unanimously. Dr. Parker will write a memo to all community college presidents and chief academic officers asking them to ensure that they closely follow the guidelines outlined in collaborative agreements. The Program Audit staff will determine the amount of FTE to be returned to the State. The question of precedent was raised. It was noted that the requirement for the FTE funds to be returned nullified any benefit to a college to do this and future occurrences are not expected. Members of the Program Services Committee questioned and were assured that credentials were in order for the instructors who taught the courses and the material was consistent with that being taught by Brunswick CC.

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

For Information

The Board received the following for information:

Final Receipts Reports - 2005-06

The final report of the estimated tuition and fees collected through June 30, 2006 indicated \$163,746,836 was received. This is 91.71% of the budgeted amount collected. This compares with 95.20% collected during the 2004-2005 fiscal year and 99.80% collected in 2003-2004.

Higher Education Bond Oversight Committee Report - August 14, 2006

The Board received the 2000 Bonds Funds Report as submitted to the Higher Education Bond Oversight Committee on August 14, 2006 as prepared by the NCCCS Division of Business and Finance, Administrative and Facility Services Section. (See Attachment FC-2)

CIS Project Discussion and Implementation Update

The project is proceeding in an acceptable manner with no concerns to be discussed.

For Action

Request for State Board Reserve Funds for Hardware and Software Purchases Needed for the Official Communications Project

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved a request to use State Board Reserve Funds in the amount of \$15,500 to purchase of computer hardware, software, and maintenance agreements necessary to implement the Official Communication Project. (See Attachment FC-4)

Proposal for Virtual Learning Community Centers for 2006-2007

On a motion by Mr. Watkins, seconded by Ms. Steiner, the Board approved the allocation of \$250,000 each to Fayetteville Technical CC and Surry CC to serve as Centers for the VLC during 2006-07. State appropriated funds will be the funding source. Approval is contingent upon the availability of qualified faculty and editors from the colleges. (See Attachment FC-6)

Enterprise Course Management System Contract (Blackboard Learning System Level II Upgrade)

On a motion by Mr. Watkins, seconded by Mr. Daniels, the Board approved a uniform pricing contract with Blackboard, Inc. by which all of the colleges will benefit from one allocation to fund Enterprise Course Management System services to all 58 institutions and a single contract to realize cost savings for Blackboard and course management system products. The contract is for the period July 1, 2006-June 30, 2007. Approval is contingent upon approval by the State IT

Procurement Office. Each community college will be invoiced annually by Blackboard, Inc. for services beyond the scope of the Blackboard Learning System based on the services selected by the college. There are 56 colleges currently participating and the other two colleges have existing contracts in place. It is hoped that the remaining two will join in the umbrella contract when it is time to renew their contracts. (See Attachment FC-12)

NCCCS BioNetwork Displays at Charlotte Douglas Airport

On a motion by Mr. Watkins, seconded by Ms. Steiner, the Board approved a contract in the amount of \$45,000 with the City of Charlotte to place NCCCS BioNetwork displays at Charlotte Douglas Airport for the period September 1, 2006-June 30, 2007. State appropriations from the BioNetwork marketing budget will be the funding source.

Chair Pinnix-Ragland recognized Susan Seymour, BioNetwork Director, who will be retiring soon. Ms. Steiner, who serves on that committee, added that what Ms. Seymour and her team have accomplished in 18 months is remarkable. Ms. Seymour received a standing ovation from the Board and audience.

Allocation to Colleges Participating in Community College Financial Institute

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved the allocation of \$14,500 each to Caldwell CC and Technical Institute, Coastal Carolina CC, and Guilford Technical CC to serve as host colleges for the Community College Financial Institutes during the period September 1, 2006-June 30, 2007. State Board Reserve funds will be the funding source. This request responds to one of the recommendations of the State Auditor.

For Future Action

Community Colleges Facilities Grant Process Committee

The Board received an interim report from the Community Colleges Facilities Grant Process Committee which met on August 10. Herbert Watkins was elected Chair and guidelines (draft included as B in the attachment) related to the selection of projects and administration of the funds were developed along with a system of cost/benefit analysis for the allocation of the grants. Following the publication of the guidelines and criteria on the website and approval of the guidelines by the SBCC at its September meeting, grant applications will be solicited, reviewed, and scored by the Committee. The final award of grants will be presented to the SBCC for their approval at the November 2006 meeting. It was noted that matching funds are required. (See the Attachment "Community Colleges Facilities Grant Process Committee Interim Report")

PERSONNEL COMMITTEE, Linwood Powell, Chair

Chair Pinnix-Ragland recognized and welcomed Dr. David Sink and Mr. Joe Spearman from Blue Ridge CC who were in attendance at the meeting.

On a motion by Dr. Powell, seconded by Mr. Ford, the Board approved to convene into executive session. The Board re-convened in open session.

For Action

Annual Salary Increases

On a motion by Dr. Powell, seconded by Ms. Steiner, the Board approved annual salary increases retroactive to July 1, 2006 in the amount of \$2,000 for Willa Dickens and \$1,100 for David Sullivan, General Counsel.

PRESIDENT'S REPORT, H. Martin Lancaster

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

- Referred members to his written report in the interest of time and asked that questions be directed to him via telephone or e-mail.
- Noted that the written report is unusually long because it contains the information that is customarily reported and very interesting information that came out of the State Director's Meeting in Santa Fe last week.

SUMMARY OF CHAIR PINNIX-RAGLAND'S CLOSING REMARKS

- Requested that Dr. Stuart Fountain serve on the Allied Health Projects Committee.
- Announced that the president's annual evaluation will be forthcoming in the mail, and requested that members return it directly to her to be compiled and shared with the President at the Fall Retreat.
- Reminded members of the invitation to the NCACCT Leadership Conference, but noted that it does conflict with our meeting. Those that can attend the dinner on the 14th are encouraged to do so. The reception begins at 6 p.m. and is followed by dinner at 6:45. Bob Joyce will be the dinner speaker.
- Advised that surveys will be forthcoming for the October 18-20 SBCC retreat at the 1927 Lake Lure Inn in Rutherford County. The meeting begins at 9 or 9:30 a.m. and will probably require driving up the day before.
- Thanked members for their leadership displayed during today's meeting.

DATES OF NEXT MEETING

The Chair reminded members that the September 14-15, 2006 meeting will be held in the Caswell Building located at 200 West Jones Street in Raleigh.

OTHER BUSINESS ITEMS/COMMENTS

The Chair asked for other business or comments. Upon determining there was no further business to be discussed, she called for a motion to adjourn.

ADJOURNMENT

On a motion by Ms. Hayes, seconded by Mr. Middlesworth, and approved by the Board, the meeting adjourned at 12:47 p.m.

RESPECTFULLY SUBMITTED BY:

Secretary

APPROVED BY:

H. Martin Lancaster, System President

Hilda Pinnix-Ragland, 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.