



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

State Board of Community Colleges
200 West Jones Street
Raleigh, NC

February 17, 2006
1 p.m.

CALL TO ORDER

The meeting of the State Board of Community Colleges was called to order by Chair Pinnix-Ragland at 1 p.m. The following members were present:

Hilda Pinnix-Ragland, Chair
Linwood Powell, Vice Chair
James W. "Jim" Daniels
Jimmie E. Ford
Stuart B. Fountain
Bob H. Greene
Gordon "Buddy" Greenwood
Sandra L. Hayes
Anne-Marie Knighton
Estell C. Lee

Chester P. Middlesworth
Treasurer Richard Moore
Represented by Pam Wortham
Thomas Norman
Lt. Governor Beverly Perdue
Represented by Caroline Howe
John Shaw, Jr.
B. Joanne Steiner
Norma Turnage
Steve O. Johnson

The following members were unable to attend: Nancy M. Brenner, Raichelle Glover, and Herbert Watkins.

APPROVAL OF MINUTES

On a motion by Dr. Greene, seconded by Mr. Ford, the Board approved the minutes of the January 20, 2006, meeting.

CHANGES IN AND APPROVAL OF AGENDA

The Board suspended the rules and approved the following change in the agenda based upon recommendations of the respective committee. On a motion by Ms. Turnage, seconded by, Dr. Greene, Attachment Prog. 5, Curriculum Standards was moved to For Action on the Regular Agenda. On a motion by Mr. Middlesworth, seconded by Ms. Turnage, the Board approved the agenda as amended.

APPROVAL OF THE CONSENT AGENDA

On a motion by Dr. Fountain, seconded by Dr. Greene, the Consent Agenda was approved. The Consent Agenda included the following items.

PROGRAM SERVICES COMMITTEE, Norma Turnage, Chair

2006 Cooperative-Innovative High School Programs Approval (Part I)

The Board approved eight (8) applications from the following colleges for the designation of Cooperative Innovative High School Programs: Johnston CC, Guilford Technical CC, Durham Technical CC, Asheville-Buncombe Technical CC, Caldwell CCTI, Catawba Valley CC, Nash CC, and Wayne CC as outlined in Attachment Prog. 5.

Curriculum Program/Course Modifications

The Board approved modifications to *Simulation and Gaming Development* [A25450] as requested by Central Piedmont CC.

Curriculum Standard Revision

The State Board approved a curriculum standard revision for Polysomnography [A45670] as requested by Pitt CC.

Curriculum Program Application (FTFA)

The Board approved a curriculum program application request from Central Carolina CC for Business Administration/Public Administration [A2512H].

Courses of Instruction to Captive/Co-opted Groups

Continuing Education: The Board approved the offering of Continuing Education courses as outlined in Attachment Prog. 11 including a request from: Pamlico CC to offer CAS P 3060, CSC P 3110, and ITN P 3000 at Pamlico Correctional Institution.

Continuing Education Master Course List

Course Approval: The Board approved the addition of the following courses for placement on the Continuing Education Master Course List: SAF0037, NUR9001, RLS3701-3704, PHM4100, and PHM4900 as outlined in Attachment Prog. 12.

Course Modifications: The Board approved the modification of the following course currently on the Continuing Education Master Course List: HSE3266 from 36 hours to 66 hours.

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

Progress Energy Power Careers Program Scholarship and Renewal Agreement

The Board approved a renewal with amendment agreement with Progress Energy Power Careers Program Scholarship and NCCCS. Progress Energy will make a donation of \$35,000 for the purpose of funding the Power Careers Scholarship Program for the 2006-2007 academic year as outlined in Attachment FC-4.

NCCCS BioNetwork Validation Academy Annual Renewal License Agreement Between the NCCCS and International Society for Pharmaceutical Engineering, Inc. (ISPE)

The Board approved a renewal license agreement between ISPE and NCCCS for the period February 17, 2006-February 16, 2007, that will not exceed a cost of \$70,000 as outlined in Attachment FC-6. Funding will be through NCCCS BioNetwork State appropriations.

BioNetwork Innovation and Equipment Grant Award Recommendations for Fiscal Year 2005-2006

The Board approved allocations for grant awards for the BioNetwork Innovation Funds and BioNetwork Equipment Funds as presented in Attachment FC-7. Grants awarded as of February 17, 2006, must be completed by June 15, 2006. 12 Colleges received Innovation Awards totaling \$309,798 and 17 colleges received Equipment Awards totaling \$2,190,202 as outlined in Attachment FC-7.

Construction/Property/Bond Authorization Report

The Board approved one project each for Central Piedmont CC, Fayetteville Technical CC, Gaston College, Isothermal CC, Lenoir CC, and Pitt CC; two projects each for Asheville-Buncombe Technical CC, Cape Fear CC, and Davidson County CC; and four projects for Robeson CC; acquisition of real property by Caldwell CCTI, and acquisition, lease and disposal of property by Mitchell CC as described in Attachment FC-9. The Board also approved the Bond Authorization Report as of February 17, 2006.

REPORTS/PRESENTATIONS

Introduction of New President

Ms. Juleigh Sitton, Chair of the Board of Trustees of Western Piedmont CC, introduced Dr. Jim Burnett as their new president, adding that Dr. Burnett has been with Western Piedmont since 1973. Dr. Burnett thanked the Board for their support and shared that he and his daughter are graduates of Western Piedmont CC, and his wife is a community college graduate from a college in an adjoining county.

NC Association of Community College Presidents (NCACCP) Report, Dr. Gordon Burns

- Spring semester classes are underway, and enrollment is stable, with some colleges experiencing an increase and others a decrease.
- All 58 colleges were represented at the Federal Grants Workshop held recently to heighten awareness of grant opportunities and writing competitive grant applications.
- The winter quarterly meeting held January 25-27 at South Piedmont CC in Monroe was informative, particularly in the area of placement tests validity studies, college risk management and business continuity planning, the System strategic plan, the status of clear wire licensing, the new audit process, cost-cutting ideas, and updates on CIS, financial, and legislative issues.
- NCACCP representatives continue to work with Mr. Briggs on the salary schedule and on the Policy subcommittee on the proposed Rule change regarding presidential evaluations. Great progress has been made in that area, as the proposed Rule now has the full endorsement of NCACCP. Consensus has also been achieved on the lateral entry program, and a team has been formed to prepare draft policies for the intercollegiate athletic programs. Presidents also recently assisted in the training at the new administrators' institute.
- In response to the State Auditor's Recommendations, the Personnel Committee has been charged to update the *Quality Assurance Handbook* that includes a code of ethics and the director of the NC Board of Ethics is being invited to speak at the April meeting. In addition, a study to report best practices of presidents in the orientation and education of new trustees is being led by President Ron Lingle (Coastal Carolina CC).

- Presidents are dealing with the additional one-half percent budget reversion as a result of the receipts shortfall. This now equals a total reversion of one and one-half percent, and this is an issue that must be dealt with this year.
- The Executive Committee will meet on March 20, in conjunction with the NCACCT law seminar.

NC Association of Community College Trustees, Helen Dowdy

- Approximately 1,160 persons were in attendance at the Community College National Legislative Summit held in Washington, DC, on February 5-8. The NC delegation had a private breakfast on Tuesday morning to review legislative priorities and strategy. Tuesday afternoon, delegates met privately with Senators Elizabeth Dole and Richard Burr. Each senator addressed the requests, explaining their positions, which were primarily supportive.
- The annual NCACCT Law Seminar will be held March 19-20 at the Sheraton Imperial Hotel located in the RTP. The NCACCT Annual Convention is scheduled for June 8-9 at the same location. Members of the SBCC are invited to attend.

N4CSGA, Steve O. Johnson

- The Division Meetings held on January 28 at Pitt CC, Rockingham CC, and Wilkes CC yielded better than expected turnouts. The host colleges are to be commended for the continued commitment to N4CSGA.
- BUILD: Building Up Individual Leadership Development” is the theme for the Spring Conference to be held on March 10-12, 2006, at the Sheraton Imperial, Durham, NC. There will be numerous workshops to assist in building leadership skills that will emphasize the need to provide service to one’s community, health and wellness sessions, committee meetings, and a general business session during which time elections will be held. For the first time, there are candidates from each division running for president.

COMMITTEE OF THE WHOLE, Hilda Pinnix-Ragland, Chair

Report from the Trustees of Blue Ridge Community College

On a motion by Mr. Middlesworth, seconded by Ms. Steiner, the Board approved an extension until March 15 to the trustees of Blue Ridge Community College to provide a report responding to the State Auditor’s Special Review.

Randolph CC US Department of Education Audit

On a motion by Ms. Lee, seconded by Ms. Hayes, the Board approved sending Dr. Stuart Fountain, SBCC Policy Committee Chair, and System President Martin Lancaster to the March retreat of the Randolph Community College Trustees to discuss with them the US Department of Education Audit.

REGULAR AGENDA

POLICY COMMITTEE, Stuart Fountain, Chair

For Future Action

The Board received the following for consideration at a future date:

Petition for Rule-making to Amend 23 NCAC 02C .0209 “Evaluation of Presidents”

The Petition for Rule-making to Amend 23 NCAC 02C .0209 “Evaluation of Presidents” has been reviewed by representatives of the SBCC Policy Committee with consensus being reached on the Rule as presented in Attachment Pol. 1. The Policy Committee will present it to the SBCC for action at the March meeting.

Approval of Proprietary School License “Care One Nurse Aide Training Inc.”

The Board received a request for licensure as a proprietary school from Care One Nurse Aide Training, Inc., as outlined in Attachment Pol. 2.

Proposed Disbursement of Remaining Tech Train Monies

The Board received a disbursement proposal for the remaining Tech Train monies totaling \$2,121.77, as outlined in Attachment Pol. 3.

For Action

Guidelines - NC Community Colleges Lateral Entry Teacher Certificate Program 2006-2007

On a motion by Dr. Fountain, seconded by Ms. Steiner, the Board approved the Guidelines for the NCCC Lateral Entry Teacher Certificate Program as outlined in Attachment Pol. 4.

Hearing Officers Report to Adopt the Proposed Text of 23 NCAC 02C .0503 “Donated or Loaned Property” and 23 NCAC 02D .0605 “Open-End Design Agreements”

On a motion by Dr. Fountain, seconded by Dr. Greene, the Board approved the Hearing Officers Report to Adopt the Proposed Text of 23 NCAC 02C .0503 “Donated or Loaned Property” and 23 NCAC 02D .0605 “Open-End Design Agreements” for submission to Rules Review as outlined in Attachment Pol. 5.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

For Information

The Board received the following for information:

Several informative presentations were made during the Program Services Committee beginning with the meeting location. Members met in the distance learning lab where they had a virtual learning experience with Mayland CC. Secondly, validation and placement testing were reviewed, a healthy discussion followed on lateral entry, and an overview of the Economic and Workforce Development Report for 2004-2005 concluded the presentations.

Economic and Workforce Development 2004-2005 Annual Report

The Board received the Economic and Workforce Development 2004-2005 Annual Report that included an economic update, training report, profiles of success, programs of innovation, annual statistics and trends, and contacts as outlined in Attachment Prog. 1.

Special Approval General Occupational Technology By System President

Wayne CC requested and received approval by the System President to offer General Occupational Technology [A55280].

Special Application Approvals By System President

The following community colleges requested and received approval by the System President to offer the programs listed: Asheville-Buncombe Technical CC *Information Systems Security* [A25270] and *Web Technologies* [A25290], Rockingham CC *Information Systems Security* [A25270], and Sandhills CC *Industrial Systems Technology* [A50240].

For ActionCurriculum Standard Revisions

On a motion by Ms. Turnage, seconded by Ms. Hayes, the Board approved curriculum standard revisions as requested by Craven CC for *Information Systems Security/Operating Systems* [A2527A] and *Information Systems Security/Security Hardware* [A2527B]. (See Attachment Prog. 4)

Curriculum Standard – New to the System

On a motion by Ms. Turnage, seconded by Mr. Middlesworth, the Board approved a new curriculum standard revision for *Lateral Entry* (Certificate) [C55xxx] as outlined in Attachment Prog. 8.

Addition to Special Curriculum Application Approvals List

After approval of the curriculum standard, the Board then approved the addition of *Lateral Entry* (Certificate) to the Special Curriculum Application Approvals List and Process. Ms. Turnage so moved, Ms. Hayes seconded, and the motion was approved unanimously. (See Attachment Prog. 9)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

(In the absence of Mr. Watkins, the report was given by Acting Chair Estell Lee.)

For Information

The Board received the following for information:

Estimated Receipts

The tuition and fees receipts reported as of January 31, 2006, indicated a collected total of \$128,614,735; uncollected \$49,927,168; and a decrease of 4.58% from previous year. Mr. Briggs reviewed the problem noting it must be addressed. (See Attachment FC-1)

Annual Survey of Fees 2004-05

As required by Chapter 23 of the North Carolina Administrative Code, 02D.0201, the college president must report any optional fees established by the board of trustees to the System Office's Division of Business and Finance. A report of the fees was provided to the Board in the Annual Survey of Fees for 2004-2005 as outlined in Attachment FC-2.

CIS Project Discussion and Implementation Update

The project is going well with no issues to report.

For Action

Senate Bill 622, Section 9.5 UNC/NCCCS 2+2 E-Learning Initiative Funds Allocation Attachment FC 5-A—The University of North Carolina at Chapel Hill (UNC Chapel Hill)—Service Agreement Between NCCCS and UNC Chapel Hill (New Contract)

On a motion by Ms. Lee, seconded by Mr. Shaw, the Board approved a service agreement with the UNC Chapel Hill for the purpose of hosting the Course Management System software required to support the NCCCS Virtual Learning Community Development Centers. The contract, in an amount not to exceed \$25,000, is for the period February 16-June 30, 2006, and is for the first five months of a multi-year initiative.

Request for Approval of an Installment Purchase Contract – Pitt Community College

On a motion by Ms. Lee, seconded by Mr. Greenwood, the Board granted approval for Pitt CC to enter into an installment purchase contract to finance the lease/purchase of a lathe and special press brake. Financing will be through RBC Centura with a total pay-out over a four-year period of \$250,462.08. State funds will be used for this agreement. (See Attachment FC-8)

2006-2007 Consensus Budget Request

On a motion by Ms. Lee, seconded by Mr. Ford, the Board unanimously approved the 2006-2007 Consensus Budget Request as presented in Attachment FC-10. The request includes:

2006-2007 Consensus Budget Request	
Access and Affordability	\$31,052,224
Compensation	\$33,533,587
Student Services and Support	\$16,785,336
Economic and Workforce Development	\$33,337,700
Technology Enhancements	\$28,717,380
System Office	\$485,509
Non-Recurring Items	
Bonus Leave Days	\$24,294,135
Equipment	\$31,319,732
Distance Learning Infrastructure	\$2,283,180
Advance Planning for New Facilities	\$29,000,000
New Program Start-Up Funds	\$10,000

PERSONNEL COMMITTEE, Linwood Powell, Chair

On a motion by Dr. Powell, seconded by Mr. Middlesworth, the Board convened in closed session. The Board reconvened in open session.

Interim President, Halifax CC

On a motion by Dr. Powell, seconded by Mr. Ford, the Board approved Harold Mitchell as interim president of Halifax CC.

Resolution for Dr. Delores A. Parker

On a motion by Dr. Powell, seconded by Mr. Shaw, the Board approved a resolution to restore to Dr. Delores A. Parker 814 hours of sick leave. The resolution is attached as Appendix I.

PRESIDENT'S REPORT, H. Martin Lancaster

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

In view of the time, President Lancaster referred members to his written report; however, he did take the opportunity to remind members that the Student Center at Robeson CC will be named for Fred Williams on March 5.

SUMMARY OF CHAIR PINNIX-RAGLAND'S REMARKS

- Several members and new presidents received an indepth orientation earlier this week, and the Joint Governing Boards meeting was an excellent meeting, with the coordinators of both to be commended. The *State Board Manual* prepared by Richard Sullins is much needed, well-prepared, and will be a great guide for members whether they are newly appointed or reappointed. Kennon Briggs and staff are also to be commended for the efforts in compiling the consensus budget request.
- It is that time of year when it is extremely important to stay in touch with contacts in the General Assembly, especially those committee chairs. Richard Sullins will provide members with a list of committee chairs prior to the next meeting.
- Joanne Steiner is to be commended for her excellent leadership role in chairing the Task Force to Review the State Auditor's Recommendations, and thanks are extended to Ms. Steiner and others involved in this project including Jimmie Ford, Dr. Linwood Powell, NCCCS staff, and representatives from the NCACCP and NCACCT.
- Caroline Howe, representing Lt. Governor Beverly Perdue, was introduced and welcomed.
- Meeting reminders included the SBCC April meeting that will be held at Robeson CC in Lumberton on April 20-21 and the President's Annual Art Reception that will begin at 4 p.m. in the System Office following the committee meetings on March 16.

DATES OF NEXT MEETING

March 16-17, 2006 Raleigh, NC

ADJOURNMENT

On a motion by Mr. Middlesworth, seconded by Ms. Hayes, and approved by the Board, the meeting adjourned at 2:45 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.