



Preparing North Carolina's World-Class Work Force

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

**July 21, 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
Nancy M. Brenner
James W. 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
Lt. Governor Beverly Perdue
Represented by Mike Arnold
John Shaw, Jr.
B. Joanne Steiner
Herbert Watkins
Jonathan R. Smith
Steve O. Johnson

The following members were unable to attend: Raichelle Glover, Thomas Norman, and Norma Turnage.

SUMMARY OF THE CHAIR'S OPENING REMARKS

- Welcomed those in attendance and recognized special guests including North Carolina Supreme Court Associate Justice Patricia Timmons-Goodson, Steve Johnson, and Jonathan Smith.
- Congratulated and thanked the members and college constituents for their work with the members of the General Assembly, noting that their help made a difference in receiving some great incentives for our entire system.
- Advised members that the process for evaluating the System president is underway, and asked that they complete the evaluation form and return it to her. The feedback will be compiled by August, and will then be shared with President Lancaster at the October fall retreat.
- Thanked Dr. Bill Lewis and Isothermal CC for hosting the SBCC fall retreat and board meeting that will be held October 18-20. The retreat will be held at the 1927 Lake Lure Inn with the committee and board meetings being held at the college. Board members will be contacted regarding topics they would like to see discussed at the retreat.
- Announced that Mary Gardner is now a Notary Public.

RESOLUTION RECOGNIZING SERVICE TO THE STATE BOARD OF COMMUNITY COLLEGES

Following the reading by the Chair of a resolution honoring Steve O. Johnson, 2005-2006 N4CSGA President and SBCC member, for his outstanding service to the SBCC, Mr. Middlesworth moved, Ms. Steiner seconded, and the Board approved the resolution as follows:

Resolution Honoring Steve O. Johnson for his Outstanding Service to the State Board of Community Colleges

WHEREAS, the SBCC endeavors to provide leadership that executes the mission of the North Carolina Community College System (NCCCS) to provide world-class workforce training and exceptional education resources to all NCCCS students; and

WHEREAS, the SBCC depends on and deeply appreciates the participation of each student leader who represents and presents the student perspective on the State Board; and

WHEREAS, Steve O. Johnson, as North Carolina Comprehensive Community College Student Government Association President, served as the official student representative member of the SBCC, providing valuable input; and

WHEREAS, the N4CSGA, under the leadership of Mr. Johnson, conducted numerous activities that encouraged students to become more involved in social, civic, and political endeavors including community activism and raising several thousand dollars to present to a community college in New Orleans; and

WHEREAS, Steve O. Johnson has served as a wonderful ambassador for the N4CSGA at events inside and outside the community college arena, including the African American Males in Higher Education Conference; and

WHEREAS, Steve O. Johnson achieved success as a community college student and as a student leader and role model;

NOW, THEREFORE BE IT RESOLVED:

That the SBCC expresses its esteem and gratitude to Steve O. Johnson for his participation in and contributions to the SBCC, and for his leadership in service to the students of the NCCCS.

Hilda Pinnix-Ragland., Chairman
State Board of Community Colleges

H. Martin Lancaster, President
North Carolina Community College System

The Chair also thanked Pam Little, Associate Director Student Support Services and liaison to the N4CSGA, for her work with that organization and congratulated her on her recent promotion to that of Dean at Edgecombe CC.

ADMINISTERING OATH OF OFFICE TO JONATHAN SMITH, N4CSGA PRESIDENT

Jonathan Smith, a student at Roanoke-Chowan CC and N4CSGA President for 2006-2007, was administered the oath of office to serve on the SBCC by NC Supreme Court Associate Justice Patricia Timmons-Goodson. Prior to administering the oath, Associate Justice Timmons-Goodson said she was assured that Mr. Smith was focused and would be a good North Carolina leader. Her congratulations to Mr. Smith were shared by the Chair, and the Chair challenged him to continue to maintain his 4.0 GPA. Guests attending his affirmation included Mr. Smith's daughter and parents, Dr. and Mrs. Daniel Smith, and President Ralph Soney, AJ Tyson, and Wendy Vann from Roanoke-Chowan CC.

APPROVAL OF MINUTES

On a motion by Mr. Middlesworth, seconded by Mr. Ford, the Board approved the minutes of the May 19, 2006 SBCC meeting. Dr. Fountain moved, Ms. Hayes seconded, and the Board also approved the minutes of the June 16, 2006 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. Steiner Attachment Pol. 4 was removed from the consent agenda and placed on the on the regular agenda for action. The Chair granted a request by Mr. Watkins to remove Attachment FC-20 from the agenda. On a motion by Dr. Greene, seconded by Ms. Hayes, the Board approved the agenda as amended.

APPROVAL OF THE CONSENT AGENDA

On a motion by Ms. Steiner, seconded by Mr. Ford, the consent agenda was approved as amended. The consent agenda included the following items.

POLICY COMMITTEE, Dr. Stuart B. Fountain, Chair

Sandhills Community College Request for an Off-Campus Center in Moore County

The Board approved a request to designate the Westmoore Community location of Sandhills CC as an off-campus center.

Wake Technical Community College's Request to Approve the Designation of a Western Wake Off-Campus Center

The Board approved to designate the Cary location of Wake Technical CC at 3434 Kildaire Farm Road as the Western Wake Off-Campus Center.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

Curriculum Standard Applications (NS)

The Board approved the curriculum program applications for programs that are new to the system as requested by: Lenoir CC *Automotive Customizing Technology* (A60xxx) and Pitt CC *Medical Dosimetry (Diploma)* (D45xxx)

Curriculum Program Applications (FTFA)

The Board approved the curriculum programs at the colleges listed on the condition that equipment funds are available to the colleges and operating funds generated by the budget formula will permit the offering of programs without any special allocation of funds: Asheville-Buncombe Technical CC *Cosmetology* (A55140) and *Therapeutic Massage* (A45750), Cape Fear CC *Surgical Technology* (A45740), Central Piedmont CC *Surgical Technology* (A45740), Gaston College *Biotechnology* (A20100), Johnston CC *Criminal Justice Technology/Latent Evidence* (A5518A), Lenoir CC *Agricultural Biotechnology* (A20100), Nash CC *Culinary Technology* (A55200), Stanly CC *Simulation and Game Development* (A25450), and Tri-County CC *Criminal Justice Technology* (A55180). (See Attachment Prog. 10)

Curriculum Standard Revisions

The Board approved revisions to the following curriculum standards: Brunswick CC *Health Information Technology* (A45360), Central Piedmont CC *Geographic Information System/Global Positioning System Technology* (A40220), Forsyth Technical CC *Criminal Justice Technology/Latent Evidence* (A5518A) and *Radiation Therapy Technology* (A45680), Randolph CC *Photographic Technology/Biomedical Photography* (A3028A), and Southwestern CC *Office Systems Technology/Virtual Office Assistance* (A2536C). (See Attachment Prog. 11)

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
Durham Technical CC	Orange Correctional Center	2	BSP P 2000	ABE	1500
			BSP P 2000	GED	1500
Fayetteville Technical CC	The Arc of Cumberland County	N/A	BSP S 2000	CED	1500
Guilford Technical CC	Bell House	N/A	BSP S 2000	CED	1500
Guilford Technical CC	LifeSpan/Dundas	N/A	BSP S 2000	CED	1500

Continuing Education

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS
Craven CC	Craven Correctional Institution	2	HRD P 3003	Career Planning and Assessment (Thinking to Handle Change)	6
Durham Technical CC	Orange Correctional Center	2	HRD P 3001	Employability Skills	115
			HRD P 3004	Career Readiness/Pathways (Career Readiness)	72
Lenoir CC	Maury Correctional Institution	4a	AUT P 3125	Gasoline Engine Mechanic (Gasoline Engine Repair)	72
			CAR P 3112	Light Construction Building Trades	480
			CAS P 3120	Integrated Software: Computer Applications	108
			HOR P 3307	Horticulture (Basic Horticulture Skills)	48
			HOR P 3307	Horticulture (Green and Hardscapes)	48
			HOR P 3307	Horticulture (Green Industry Management)	48
HOS P 3005	Equipment Use and Care	36			

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS
			HOS P 3043	Custodial Training/Environmental Sciences	360
			HOS P 3045	Introduction to Housekeeping	18
			HRD P 3001	Employability Skills	115
			HRD P 3004	Career Readiness/ Pathways (Pathway to a Career in Industrial Cleaning)	66
			OSC P 3602	Office Practices	235
McDowell Technical CC	Marion Correctional Institution	3	ANS P 3011	Veterinary Assisting	144
			CAS P 3060	Computer Graphics (Computer Graphic Design)	64
Pamlico CC	Pamlico Correctional Institution	3	TEX P 3117	Upholstery	312
Vance-Granville CC	Federal Correctional Institution II	**	AHR P 3129	New Refrigerant and Equipment Regulations (EPA Refrigerant Recovery/Recycling Certification)	21
			AUT P 3200	Small Engine Mechanic	240
			CAR P 3112	Light Construction Building Trades (Carpentry)	400
			CAS P 3010	Introduction to Keyboarding (Computer Keyboarding)	60
			CAS P 3050	Spreadsheets (Excel-Level I)	60
			CAS P 3050	Spreadsheets (Excel-Level II)	60
			CAS P 3060	Computer Graphics (PowerPoint)	60
			ELC P 3119	Commercial/Residential Wiring	240
			ELC P 3130	Major Appliance Repair (Small and Major Appliance Repair)	90
			FLI P 3710	Conversational Spanish	40
			HOS P 3043	Custodial Training/Environmental Services (Commercial Cleaning)	330
			HOS P 3043	Custodial Training/Environmental Services (Custodial Training)	96
			HOS P 3072	Food Service Sanitation and Safety (Serv Safe)	33
			HRD P 3001	Employability Skills (Employment Readiness)	96
			ISC P 3036	Principles of Industrial Safety (Occupational Safety and Recycling)	80
			MLS P 3209	How To Start Your Own Business	30
			NUR P 3240	Nurse Aide Level I (Daily Living Assistant)	160
			OSC P 3643	Basic Typing/Word Processing (Microsoft Word)	60
			OSC P 3643	Basic Typing/Word Processing (Microsoft Word II)	60
			TEX P 3103	Industrial Sewing	160
Wake Technical CC	Central Prison	4b	HOS P 3043	Custodial Training/Environmental Services (Custodial Training)	96
Wayne CC	Neuse Correctional Institution	2	CAS P 3020	Operating Systems (A+ Basic)	72
			CAS P 3020	Operating Systems (Microsoft Office 2003)	60

Curriculum Program of Study Applications

Lenoir CC at Maury Correctional Institution *Horticulture Technology* (A15240), Roanoke-Chowan CC at Odom Correctional Institution *Building Construction Technology* (C35140), and Stanly CC at Albemarle Correctional Institution *Business Administration* (D25120). (See Attachment Prog. 14)

Curriculum Program of Study Revisions

Central Carolina CC at Harnett Correctional Institution *Business Administration* (A25120); Mayland CC at Avery-Mitchell Correctional Institution *Computer Engineering Technology* (D40160) and *Computer Information Technology* (D25260), and at Mountain View Correctional Institution *Computer Engineering Technology* (D40160) and *Computer*

Information Technology (D25260); Pamlico CC at Pamlico Correctional Institution Computer Information Technology (A25260); South Piedmont CC at Anson Correctional Institution Carpentry (Diploma) (D35180) and Masonry (Diploma) (D35280), and at Brown Creek Correctional Institution Computer Programming (A25130), Masonry (Diploma) (D35280), and Mechanical Engineering Technology (A40320); Western Piedmont CC at Foothills Correctional Institution Business Administration (A25120). (See Attachment Prog. 15)

Continuing Education Master Course List

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

Course Approvals

Course Number	Course Title	Rec. Hrs.	Program Area
BTC3401	Bioprocessing in the Workplace	128	P40 Biotechnology
BTN3105	Pharmaceutical Water Quality	24	X40 BioNetwork
EGY3000	Renewable Energy	60	P35 Industrial Occupations
EDU3000	Lateral Entry-Orientation	80	J77 Teacher Methodology
FIP 5550	Rescue Technician (RT) Trench	64	R30 Fire and Rescue
FIP 5551	RT Trench-Incident Planning	4	R30 Fire and Rescue
FIP 5552	RT Trench-Personal Protective Equipment	6	R30 Fire and Rescue
FIP 5553	RT Trench-Rescue Equipment	6	R30 Fire and Rescue
FIP 5554	RT Trench-Load Stabilization Systems	9	R30 Fire and Rescue
FIP 5555	RT Trench-Mechanical Advantage Systems	6	R30 Fire and Rescue
FIP 5556	RT Trench-Anchor Systems	6	R30 Fire and Rescue
FIP 5557	RT Trench-Protective Systems	20	R30 Fire and Rescue
FIP 5558	RT Trench-Victim Removal	4	R30 Fire and Rescue

Course Modifications:

Program Area	Course Number	Course Title	Curr. Hours	Rec. Hours
F30 Computer Science	CAS3030	Geographic Information Systems (GIS) <i>Change to Geospatial Technology</i>	16	200
L30 Health Occupations	NUR3235	Medical Terminology	60	120

FINANCE AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair
Academic and Student Services Division

Curriculum Improvement Projects (CIP) for 2006-2007–Request for Funding

The Board approved the allocation of \$250,000 to be divided between Wake Technical CC and Forsyth CC for CIP projects as outlined in Attachment FC-6. State Board Reserve funds will be the funding source contingent upon availability.

Allocation Request to Fund Three Regional Centers for Teaching Excellence 2006-2007

The Board approved to allocate \$105,000 to be divided to continue support of 3 regional centers for teaching excellence at Fayetteville Technical CC, Martin CC, and Southwestern CC as per Attachment FC-8. The funding source will be State Leadership Activities monies available through the Carl D. Perkins Vocational and Technical Education Act of 1998, Title I, Section 124.

CORD Service Agreement (Contract Renewal with Amendment)

The Board approved a one-year contract renewal with amendments with the Center for Occupational Research and Development (CORD) to add additional vocational and technical topics to the NC Network for Excellence in Teaching (NC-NET). The total contract shall not exceed \$75,000 for the period August 1, 2006-July 30, 2007. It will be funded using federal

monies available through the Carl D. Perkins Vocational and Technical Education Act of 1998, Title I.

CORD Service Agreement for 2 + 2 Initiative (Contract Renewal with Amendment)

The Board approved a one-year contract renewal with amendments with CORD to complete year two of a multi-year initiative in the development of on-line professional development programs for student development services personnel. The contract shall not exceed \$150,000 and is for the period August 1, 2006-June 30, 2007. State appropriated funds for the 2+2 E-Learning Initiative will be the funding source.

2006-2007 Scholarship Guide Eligibility Criteria and Guidelines for Scholarship Administration

The Board approved the scholarships and grant allocations to be administered by NCCCS as presented in Attachment FC-11 totaling \$7,559,558 for the 2006-2007 academic year.

The 2006-2007 State Financial Aid Allocation Tables for Targeted Assistance (High Demand/Low Enrollment Programs) and Less Than Half-Time Enrolled Students

The Board approved the 2006-2007 State Financial Aid Allocation for Targeted Assistance (High Demand/Low Enrollment Programs) and Less Than Half-Time Enrolled Students. The allocation includes \$500,000 to students who enroll in high demand but low enrollment programs and \$262,806 to students who enroll for less than 6 semester hours. (See Attachment FC-12)

Business and Finance Division

Use of 2005-2006 Board Reserve Funds (Year-End Report)

In compliance with Chapter 18, HB 53, Section 17.7(1) G.S. 115D-5 the Board received and approved the semi-annual report on the expenditures made from State Board reserve funds that is to be presented to the Education Oversight Committee. The report indicated that of the \$425,165.00 available, \$377,926.92 has been expended and \$47,238.08 remains unexpended.

Construction/Property/Bond Authorization Report

The Board approved the July 21, 2006 Construction and Property Report that included one project approval each for Central Piedmont CC, College of The Albemarle, Edgecombe CC, Fayetteville Technical CC, Haywood CC, Johnston CC, Rockingham CC, Rowan-Cabarrus CC, Southeastern CC, and Vance-Granville CC; two projects each for Coastal Carolina CC, Lenoir CC, Pitt CC and Surry CC; and three projects for Blue Ridge CC; acquisition of real property by Mitchell CC and Sandhills CC; and, disposal of real property by Wilson Technical CC. The Board also approved the Bond Authorization Report of July 21, 2006. (See Attachment FC-23)

REPORTS/PRESENTATIONS

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

- Announced that the summer meeting of the NACCCP will be hosted by Dr. Scott Ralls and Craven CC next week. In addition to the routine items of business, Dr. Dick Alfred and Dr. Patricia Carter from the Center for Community College Development at the University of Michigan will speak on "Managing the Big Picture as a Community College President from Tactics to Strategy" and Dr. Dave Marcotte, Associate Professor of the Department of Public Policy from the University of Maryland will address "The Economics of Skill in Community College Education." Dr. Cuyler Dunbar will be honored as the only retiring president this year. New officers will be installed, including Dr. Don Reichard of Johnston CC, who will serve as president of NACCCP and representative to the SBCC Policy Committee.

- Advised that three projects are underway. They are:
 - (1) Selected colleges are volunteering to work on a pilot program to provide students with affordable healthcare coverage to be paid for by the students.
 - (2) Presidents are following up on a collective response to the State Auditor's report on the subject of contracts for college presidents. David Sullivan, NCCCS General Counsel, has been asked to provide contract model policies and contract templates that would put the System in full compliance, as that is the intent of the presidents' response. Dr. Burns shared that he felt that all colleges should have the option of having a contract and flexibility in the wording. Models and templates would certainly lead to greater consistency throughout the System and in the response to the State Auditor.
 - (3) The Personnel Committee, chaired by Lynn Bunch from the College of The Albemarle, will present at next week's meeting an updated *Quality Assurance Handbook* and *Code of Ethics*. These will ultimately be shared with the SBCC. Dr. Ralls and the Program Committee will share a white concept paper responding to the Vocational Program Enrollment Study Commission that was done a few years ago. The paper responds to the issues identified in the study that found significant erosion of vocational and technical programs in the System, noting that 42 such programs were terminated during 2002-2004. It is the hope of NCACCP to establish a stronger presence for those hands-on jobs that are now in great demand in our growing economy.
- Stated that members should find before them the accomplishments of the NCACCP during the past year. These relate back to the Program of Work which Dr. Burns presented to the SBCC at the 2006 fall retreat. He and the NCACCP are proud of their accomplishments noting that this has been a productive year. Reporting at his last meeting, Dr. Burns thanked the SBCC members, college presidents, and System Office staff for their assistance during his term as President.

After Dr. Burns received a standing ovation, Chair Pinnix-Ragland said, "You should be very proud...you have been a great leader and the accomplishments speak for themselves – every action item that was included in the Program of Work has now been addressed."

NC Association of Community College Trustees, Helen Newsome

Chair Pinnix-Ragland welcomed the new NCACCT president for 2006-2008, Ms. Helen Newsome. Ms. Newsome gave the following report.

- Advised that Lyn Austin will serve as NCACCT representative to the State Board Policy Committee, Elsie Childers will serve as representative to Financial and Capital Needs Committee, and Helen Collins will serve as the representative to the Program Services Committee.
- Requested a meeting(s) between the SBCC and the Executive Board of the NCACCT to discuss differences in the interpretation of the NC General Statutes by the System Office and NCACCT. Trustees are concerned that there may be a move underway to take away their control and shift it to the State Board.
- Noted that the current process for selecting new college presidents needs to be reviewed in that many good candidates are lost due to the length of time involved in the process.
- Shared great concern regarding the manner in which the investigation at Blue Ridge CC has been conducted, and agreed to share documents she had received related to that investigation with any SBCC member wishing to see them including a nine-page document

that in her opinion could be considered evidence of harassment. She will address this further if the issues are not resolved by the next SBCC meeting.

- Stated that they have no problem with the current method of appointing trustees to their boards, and particularly those appointed by the Boards of Education which the SBCC has indicated may create a conflict of interest. NCACCT does not agree with the proposal that has been made, and feels that if there are problems, they could be corrected in the next appointment process.

N4CSGA, Jonathan Smith

- Stated that the N4CSGA bonding retreat was held last month in Burlington at Elon University. Goals were set for the year. They are already beginning to achieve some of them and determining a process to achieve the others.
- Shared that on July 8, the N4CSGA Executive Board met at Durham Technical CC. In attendance were the President and Vice-President of UNC's Association of Student Government. Mr. Smith introduced Derek Pantiel, President of the UNC Association, adding that "we are looking forward to a fruitful coalition with their association."
- Advised that members of the Executive Board visited Stanly CC on July 20 to meet with Dr. Michael Taylor to network and gain insight on certain issues.
- The next N4CSGA board meeting will be held August 12 at Durham Technical CC. Also, the N4CSGA Statewide Conference will be October 20 through October 22 in Charlotte, NC, and attendance by SBCC members would be welcomed.
- A delegation will be sent to the American Student Association of Community Colleges National Conference held September 30 to October 3.

REGULAR AGENDA

POLICY COMMITTEE, Stuart Fountain, Chair

For Information

Report on Performance Measures

At the request of Dr. Fountain, Keith Brown reviewed the Summary Report on Performance Measures for 2004-2005. Mr. Brown noted that it is obvious that presidents and faculty are taking performance seriously. 36 colleges performed at the superior rating. This compares to 5 superiors in the initial year of performance measurements. A committee that will include representatives from the SBCC, college students and staff, trustees, and System Office staff will soon review the standards and measures for any needed changes. Measures are set by the N.C.G.S. and would require petitions to initiate Rule-making changes. (See Attachment Pol. 1)

For Future Action

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

Validation of Placement Test Scores Recommendation

The Board will be asked to adopt the placement testing policy and placement test scores to establish proficiency levels for students entering college level courses as outlined in Attachment Pol. 2.

Approval of Proprietary School

The Board will be asked to approve licensure to Health Care Options Medical Institute to offer Nurse Aide I, 90 clock hours.

For Action

Hearing Officer's Report: Adoption of the proposed Rule 23 NCAC 02C .0209 entitled "Evaluation of Presidents" and Rule 23 NCAC 02E .0204 entitled "Courses and Standards for Curriculum Programs"

On a motion by Dr. Fountain, seconded by Ms. Steiner, the Board adopted the proposed text appearing in the Hearing Officer's Report for 23 NCAC 02C .0209 Evaluation of Presidents" and 23 NCAC 02E .0204 "Courses and Standards for Curriculum Programs" with instruction to the Rule-Making Coordinator to make non-substantive changes as needed. (See Attachment Pol. 4)

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

(In the absence of Chair Turnage, Vice-Chair Bob Greene gave the report.)

For Information

The Board received the following for information:

Special Application Approvals By System President

The following CCs requested and received approval to offer the program listed Asheville-Buncombe Technical CC *Industrial Systems Technology* [A50240], Bladen CC *Lateral Entry (Certificate)* [C55430], Blue Ridge CC *Infant/Toddler Care (Certificate)* [C55290], Central Piedmont CC *Lateral Entry (Certificate)* [C55430], Cleveland CC *Lateral Entry (Certificate)* [C55430], Davidson County CC *Infant/Toddler Care (Certificate)* [C55290], Gaston College *Lateral Entry (Certificate)* [C55430], Halifax CC *Lateral Entry (Certificate)* [C55430], Johnston CC *Infant/Toddler Care (Certificate)* [C55290], Lenoir CC *Lateral Entry (Certificate)* [C55430], Robeson CC *Lateral Entry (Certificate)* [C55430], and Rockingham CC *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: Blue Ridge CC *Real Estate* [A25400], Carteret CC *Business Administration/Electronic Commerce* [A2512I] and *Therapeutic Recreation* [A45760], and Haywood CC *Web Technologies* [A25290].

2005 Passing Rates for Nursing Graduates in the NCCCS

At the request of Dr. Greene, Dr. Delores Parker reviewed the report on the 2005 Passing Rates for nursing graduates noting that large hospitals and big employers are now looking to the community colleges for nurses. 94% of first time test takers sitting for the PN exam were successful compared to 89.4% nationally and 93.9% in the state; 89% of those taking the RN exam were successful compared to 87.30% nationally and 89% in the State; and, 24 programs reported a perfect passing score. (Attachment Prog. 3)

Report on the NCCCS Scholarships and Grant Allocations

As requested by Dr. Greene, Ken Whitehurst provided information to the SBCC on the scholarships and grant allocations administered by the System. NCCCS has an excellent state aid and privately funded aid system that goes along with federal financial aid that is often the key to

students remaining in class and being successful. In addition to the federal Pell Grants, scholarships and grants this year include \$13.9 million in appropriated funds and scholarships provided by private partners. Examples include a \$1,000 scholarship provided to two students at each of the 58 institutions by the State Employees Credit Union, \$500,000 in nursing scholarships approved by the General Assembly, and GlaxoSmithKline teacher preparation scholarships that will be issued to ten recipients this year. Through the support of the Board and others, the General Assembly approved an additional financial aid position on each campus and one in the System Office to help administer these funding programs. Asked about the benefits that NCCCS will see from the lottery, Mr. Whitehurst responded that lottery funds will not supplant existing scholarship funds but will enhance them. It is hoped that the fund availability will double and enable the financial aid cap in the grant program to be raised from \$4,000 to \$5,000 per student. The program will be tied to student need, and Dr. Steve Brooks, State Education Assistance Authority, is assisting staff in developing guidelines within the framework established by the legislation for education grants.

For Future Action

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

2006 Cooperative Innovative High School Programs (Addendum)

The Board will be asked to approve an addendum to the Memorandum of Agreement for the governance of the Davidson Early College High School. (See Attachment Prog. 4)

New and Expanding Industry Training Annual Report 2005-2006

The Board will be asked to approve the NEIT Annual Report for fiscal year 2005-06 prior to it being sent to the Joint Legislative Education Oversight Committee on or before September 1, 2006. The report will be compiled upon receipt of data due in the System Office by July 18.

Customized Industry Training Annual Report 2005-2006

The Board will be asked to approve the Customized Industry Training Annual Report for fiscal year 2005-06 in order to send it to the Joint Legislative Education Oversight Committee. The report will be compiled after receipt of the data due to the System Office on July 18.

Curriculum Standard Applications (NS)

The State Board will be asked to approve the new-to-the-system curriculum programs at the colleges listed: Central Piedmont CC *Nondestructive Examination Technology* (A50xxx) and Forsyth Technical CC *Financial Services* (A25xxx). (See Attachment Prog. 7)

Curriculum Standard Revisions

The State Board is asked to approve revisions to the following curriculum standards: Southwestern CC *Cyber Crime Technology* (A55210) and Wake Technical CC *High Performance Computing* (A25230). (See Attachment Prog. 8)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

For Information

The Board received the following for information:

Final Receipts Reports – 2005-06

The Receipts Report for estimated tuitions and fees collected through June 30, 2006 indicated 92.16% or \$164,549,254 of the budget of \$178,541,903 collected, and 3.04% or \$13,992,649

uncollected. June receipts and receipt refunds are not included and the report may change. The uncollected percentage for this year is improved when compared to 4.59% in 2003-04. (See Attachment FC-1)

1993 Bond Status Report

The Board received the 1993 Bond Status Report as of June 30, 2006. 100% of the bond funds have been committed to a project. The open projects are at Pamlico CC and Rowan-Cabarrus CC, and their estimated completion dates are August 2006 and September 2007, respectively.

Historically Underutilized Businesses (HUB) State Bond Utilization Report as of March 31, 2006

The Board received the Historically Underutilized Businesses (HUB) State Bond Utilization Report as of March 31, 2006, indicating the HUB percentage of total funds expended as 12.66%. (See Attachment FC-3)

System Office Contract Report as of June 30, 2006

The Board received the semi-annual report of contracts approved by the System President for the period January 1-June 30, 2006. The contract totals equaled \$257,670.44. (See Attachment FC-4)

CIS Project Discussion and Implementation Update

The Release 18 Migration is the main topic of discussion at this point, and the staff has done an excellent job in creating a contract with a plan of work that clearly states who is responsible for what and establishes the necessary timelines.

For Action

Service Agreement With Strategic Training and Resources, Inc., On-Line Professional Development

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved a service agreement with Strategic Training and Resources, Inc., to continue working with Basic Skills in the development of a model for on-line professional development and accompanying resources to expand current professional development opportunities. The contract in the amount of \$24,300 is for the period July 1, 2006-June 30, 2007. The funding source will be federal monies provided from the US Department of Education (USDOE) through the Adult Education and Family Literacy Act State Grant Program, Workforce Investment Act, Title II.

Since the contract was below \$25,000 it could have been approved by the president; however, aggregate contracts for the fiscal year exceeded that amount. Therefore, the Financial and Capital Needs Committee amended the directions and process to the staff so that when aggregate contracts in one fiscal year exceed \$25,000 they are to be brought to the Board for approval.

Economic and Workforce Development Division

New Allocation of Resources to Select College Small Business Centers for Project NOW for 2006-2007

On a motion by Mr. Watkins, seconded by Mr. Greenwood, the Board approved an allocation of \$120,000 to Small Business Centers to incorporate the activities of the New Opportunities for Workers (NOW) Program, to be allocated as outlined in Attachment FC-13 to Cape Fear CC, Cleveland CC, Fayetteville Technical CC, Lenoir CC, Robeson CC, Rowan-Cabarrus CC, Sandhills CC, South Piedmont CC, Stanly CC, Vance-Granville CC, Western Piedmont CC,

Wilkes CC, Blue Ridge CC, College of The Albemarle, and Wilson Technical CC. Federal monies available from the Division of Employment and Training (Department of Commerce) through the Workforce Investment Act (WIA) of 1998 will be the funding source.

Contract Agreement Between North Carolina Community College System and the Department of Health and Human Services– Division of Social Services and CAREER START – Food Stamp Employment and Training Program – Allocation to Colleges

On a motion by Mr. Watkins, seconded by Ms. Lee, the Board approved both Attachments FC-14 (receipt of funds) and FC-15 (allocation of funds) for the CAREER START-Food Stamp Employment and Training Program. FC-14, a contract agreement between NCCCS and the Department of Health and Human Services – Division of Social Services, is for the period of July 1, 2006-June 30, 2007. The agreement in the amount of \$1,786,174 includes \$1,525,220 to be allocated to the colleges and \$260,954 for state level administration. See Attachment FC-15 for the amount allocated to each of the 30 colleges with HRD programs that will provide CAREER START services. Federal monies from the US Department of Agriculture to the NC DHHS/DSS will fund the program along with a required 50/50 match. The NCCCS match will be funded using Continuing Education FTE formula allotment monies.

New Contract with the North Carolina State Education Assistance Authority

On a motion by Mr. Watkins, seconded by Mr. Greenwood, the Board approved a contract with the NC State Education Assistance Authority for Project Health. NCCCS has received funding from the NC Department of Commerce for the purpose of supporting 10 Nursing fellowships in the amount of \$20,000 per year per recipient to nurses with B.S. degrees or Registered Nurses who wish to receive their master's degree to enable them to teach. They will be required to work for the NCCCS for at least two years after graduation. The contract shall not exceed \$200,000, and is contingent on the availability of federal funds. It is for the period July 1, 2006-June 30, 2008. In a related note, Mr. Middlesworth shared that the Program Services Committee discussed the difficulty in recruiting instructors in the Nursing programs because of the required Master's degree. Dr. Parker stated that the requirement is that of the Southern Association of Colleges and Schools, our accrediting association, and recommended this as a topic for discussion at the fall retreat.

Professional Service Agreement for BioNetwork Grant Evaluator, Dr. Pamela George;

Professional Service Agreement for BioNetwork Distance Learning Contractor, Jane Steelman; and, NCCCS BioNetwork Validation Academy, Service Agreement with SJOW, Inc.

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved Attachments FC-17, FC-18, and FC-19. In FC-17 and FC-18 respectively, professional service agreements were approved for Dr. Pamela George (BioNetwork grant evaluator) and Dr. Jane Steelman (BioNetwork Distance Learning contractor). The contract for Dr. George is not to exceed \$61,000 for a maximum of 1220 hours at \$50 per hour. The contract for Dr. Steelman is not to exceed \$30,875 for a maximum of 475 hours at \$65 per hour. In FC-19, a service agreement was approved with SJOW, Inc. to direct the BioNetwork Validation Academy, for an amount not to exceed \$88,000 for a maximum of 586 hours at \$150 per hour. All are for the period July 22, 2006-June 30, 2007, and are to be funded through recurring NCCCS BioNetwork State appropriated funds. The staff in BioNetwork are in the process of updating their strategic plan for the next two years. It was suggested that it be relayed to the Board at an issues session.

Business and Finance Division

Accounting Procedures Manual Revision – Section 5 - “Travel, Transportation, and Allowances”

On a motion by Mr. Watkins, seconded by Mr. Greenwood, the Board approved revisions to section 5 in the Accounting Procedures Manual as outlined in Attachment FC-21.

2006-2007 College Budget Discussion

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board authorized the Financial and Capital Needs Committee (FCNC) to meet to give tentative approval to the budget allocations to community colleges for fiscal year 2006-07. The meeting will be held on Thursday, August 10, beginning at 9:30 a.m. in Room 201A and will also be accessible by telephone to FCNC members who cannot attend in person and other members of the Board who wish to participate. The General Assembly included in the budget \$20 million in appropriated funds to establish a equipment and facilities fund. \$15 million of this funding needs to be allocated now and \$5 million will be allocated later that is targeted for Allied Health. Therefore, the FCNC requested that a Facilities Grant Process Committee be appointed to establish the process and competitive criteria for grant allocations for \$15 million. A similar process will be followed when the \$5 million for Allied Health is allocated. The Chair appointed to the committee SBCC members Mr. Watkins, Dr. Greene, and Ms. Hayes, college presidents Dr. Joe Barwick, Dr. Phail Wynn, and Dr. Suzanne Owens, and NCCCS staff, Mr. Briggs, Mrs. Rosado, and Ms. Burns. Mr. Watkins will coordinate the meeting with Mr. Briggs. Following those meetings, a meeting will be held with the presidents and chief financial officers from the 58 colleges. (See Attachment FC-24)

Administration Division

Contractual Services—Affiliated Computer Services (ACS) Release 18 Migration (College Information Systems Project)

On a motion by Mr. Watkins, seconded by Ms. Steiner, the Board approved a contract with Affiliated Computer Services (ACS) for the Release 18 Migration for a total of \$6,110, 918. The funding source will be MIS State appropriated funds and payouts will be negotiated consistent to CIS budget availability. SBCC approval is contingent upon the approval of ITS. (See Attachment FC-25)

BioNetwork Award

Susan Seymour, Director, and Norman Smit, Marketing and Recruitment Director, for the System’s BioNetwork, presented the State Board and System President Martin Lancaster the Telly Award that Mr. Smit received for the biotechnology television recruiting commercials he produced called “Stories of Hope.” The Telly is considered one of the most prestigious awards in advertising, film and video production.

PERSONNEL COMMITTEE, Linwood Powell, Chair

On a motion by Dr. Powell, seconded by Ms. Hayes, the Board approved to convene into executive session, requesting that Dr. Marvin Joyner remain in the meeting. The Board reconvened in open session.

For Action

Approval of President of Catawba Valley Community College

On a motion by Dr. Powell, seconded by Mr. Middlesworth, the Board approved Dr. Garrett Hinshaw as the president of Catawba Valley CC effective August 1, 2006.

Salary Increase for Exempt Personnel

Consistent with the increases approved by the General Assembly for other State employees, Dr. Powell moved, Mr. Steiner seconded, and the Board approved a 5.5% increase in the salaries of NCCCS exempt personnel employees.

For Information

Evaluations of Community College Presidents

The evaluation of the community college president by their board of trustees that is required to be sent to the State Board each fiscal year has been received from all but three colleges. Those three colleges have been contacted and the evaluations are expected in the near future.

For Future Action

Interim Report on Investigation, Request for Records, and Withholding of State Financial Support from Blue Ridge Community College

The Board heard a report from Dr. Marvin Joyner, who is conducting the investigation into allegations of improper activity at Blue Ridge CC on behalf of the Board. Following the report, Ms. Knighton made the following motion which was seconded by Mr. Watkins and unanimously approved by the SBCC.

1. All trustees in the NCCCS shall receive a letter stating that the SBCC is exercising its authority of oversight into serious matters raised in three problematic, regular financial audits and two special audits by the State Auditor and the recent action by the State Controller to withdraw the check signing authority of President David Sink and Dean Earl Medlin. In no way is the exercise of this authority intended to expand in any way those authorities already granted to the SBCC by the North Carolina General Assembly or to infringe upon the authority of the local Board of Trustees.
2. On the agenda for the meeting of July 21, 2006, was an item on the Personnel Committee agenda with regard to withholding funds from Blue Ridge CC. That item will remain on the agenda for action at the August meeting with a final determination of whether or not funds will be withheld based on cooperation in the investigation between today's date and that meeting. A special called meeting of the State Board may be convened to withhold funds before the August meeting if there is any interference with or failure to cooperate fully in the investigation.
3. It is recommended by the State Board that the Board of Trustees of Blue Ridge CC place Dr. David Sink on administrative leave pending the completion of this investigation.
4. The Vice-President for Business and Finance is directed to withhold funds approved by the General Assembly for President Sink's pay raise pending the completion of this investigation.

5. The State Board requests that the North Carolina State Bureau of Investigation, the North Carolina Attorney General, the District Attorney for the Judicial District of which Henderson County is a part, and the State Auditor open or continue the investigation of allegations of misconduct at Blue Ridge CC which have already been made or which may be made in the future.
6. Dr. Marvin Joyner shall have complete and unfettered access to all staff, students, books, and records of Blue Ridge CC without interference by any Trustee or staff member of Blue Ridge CC. In the furtherance of that access, a communication shall be sent to every member of the Blue Ridge CC staff and made available to every student informing them that their cooperation in this investigation is encouraged and can be provided without fear of retaliation or retribution.
7. Dr. Marvin Joyner may choose and use such staff as he deems necessary to assist in his work without interference or denial by any Trustee or member of staff at Blue Ridge CC.
8. At the conclusion of his investigation, Dr. Marvin Joyner shall provide his findings of fact to the Joint Committee and the SBCC.
9. Dean Frank Byrd's involvement in the investigation shall be limited to coordinating access to staff, students, books, and records. He will not be present for interviews, on the examination of books or records.
10. Neither the SBCC, the System Office staff, the Blue Ridge CC Trustees, nor the staff of Blue Ridge CC will have communications with the press with regard to investigation until it is completed. So long as the Trustees and staff of Blue Ridge CC abide by this commitment, the State Board and the System Office staff will abide by it as well. If any Trustee or staff member of Blue Ridge CC makes comments to the news media, a member of the SBCC or a member of the System Office staff may respond to those new media comments.

PRESIDENT'S REPORT, H. Martin Lancaster

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

- In the interest of time, President Lancaster referred members to his written report and asked that any questions be directed to him via telephone or e-mail.

SUMMARY OF CHAIR PINNIX-RAGLAND'S CLOSING REMARKS

The Chair thanked the Board members for their patience and leadership displayed during the meeting and for all that they contribute as it is critical to the State of NC and the educational system.

DATES OF NEXT MEETING

The Chair reminded members that the next meeting will be held in the Caswell Building located at 200 West Jones Street in Raleigh on August 17-18, 2006.

OTHER BUSINESS ITEMS/COMMENTS

The Chair called for other business or comments to be discussed, and the following were received.

- Ms. Knighton stated that during the report given by the NCACCT president, she became very concerned in that she perceived it to be a threat to the SBCC and an attack on System staff. She requested that staff provide a transcript of her comments, to determine if a formal response from the State Board or on an individual basis was in order.
- Mr. Greenwood congratulated the Asheville-Buncombe Technical CC Hot Food Culinary Team who won second place in national competition in Chicago last week.
- Ms. Steiner and the Board shared their admiration of the Chair's leadership skills that were so evident during the meeting.

ADJOURNMENT

On a motion by Dr. Powell, seconded by Dr. Fountain, and approved by the Board, the meeting adjourned at 12:20 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.