



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

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

March 17, 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 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. "Jim" Daniels
Jimmie E. Ford
Stuart B. Fountain
Bob H. Greene
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 Caroline Howe
John Shaw, Jr.
B. Joanne Steiner
Norma Turnage
Herbert Watkins
Steve O. Johnson

The following members were unable to attend: Nancy M. Brenner, Raichelle Glover, Estell C. Lee, and Thomas Norman.

APPROVAL OF MINUTES

Mr. Middlesworth motioned to approve the March 15th version of the minutes for the February 17, 2006, SBCC meeting. Mr. Daniels seconded the motion and the Board approved.

CHANGES IN AND APPROVAL OF AGENDA

The Board suspended the rules and approved the following changes in the agenda based upon recommendations of the respective committee. On a motion by Dr. Fountain, seconded by, Dr. Greene, Attachment Pol. 2 and Attachment Pol. 4 were moved to For Action on the Regular Agenda. On a motion by Mr. Watkins, seconded by Mr. Shaw, Attachment FC-10 was moved from the Consent Agenda to For Action on the Regular Agenda. 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 Dr. Fountain, seconded by Mr. Greenwood, the Consent Agenda was approved as amended. The Consent Agenda included the following items.

POLICY COMMITTEE, Dr. Stuart Fountain, Chair

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

The Board approved Care One Nurse Aide Training Inc. in Raleigh for licensing as a Proprietary School for the programs listed in Attachment Pol. 6

Proposed Disbursement of Remaining Tech Train Monies

The Board approved the disbursement of the remaining Tech Train monies totaling \$2,121.77 as outlined in Attachment Pol. 7.

PROGRAM SERVICES COMMITTEE, Norma Turnage, Chair

Curriculum Standard Revisions

The Board approved Craven CC’s request for revision to the curriculum standards for *Information Systems Security/Operating Systems* [A2527A] and *Information Systems Security/Security Hardware* [A2527B] as outlined in Attachment Prog. 5.

Curriculum Program Applications (FTFA)

The Board approved the curriculum programs at the colleges listed as outlined in Attachment Prog. 6 including Catawba Valley CC *Cyber Crime Technology* [A55210], Central Piedmont CC *Construction Management Technology* [A35190], Davidson County CC *Motorcycle Mechanics (Diploma)* [D60260] and *Practical Nursing (Diploma)* [D45660], Martin CC *Practical Nursing (Diploma)* [D45660], Nash CC *Basic Law Enforcement Training (Certificate)* [C55120], and Wake Technical CC *Simulation and Game Development* [A25450].

Courses of Instruction to Captive/Co-opted Groups: Basic Skills/ Continuing Education and Curriculum Program of Study Revision

The Board approved the following Basic Skills requests: James Sprunt CC to offer *BSP A2000 (ABE)* and *BSP A2000 (GED)* at the Potter’s Wheel Ministry (Attachment Prog. 7); requests from the following colleges to offer the Continuing Education courses listed: Asheville-Buncombe Technical CC to offer *CAS P 3000* at Craggy Correctional Center; Carteret CC to offer *OSH P 3013* at Carteret Correctional Center, Pamlico CC to offer *ELE P 3014* and *SAF P 3012* at Pamlico Correctional Institution, and Richmond CC to offer *ELC P 3119* at Morrison Correctional Institution (Attachment Prog. 8); and, a Curriculum Program of Study Revision as requested by Stanly CC for *Business Administration* [C25120] (Attachment Prog. 9).

Continuing Education Master Course List/Course Approvals

The Board approved the placement of the following courses on the Continuing Education Master Course List: *BAF5010*, *OSH8000*, *EPT4100*, *EPT4200*, *EPT4300*, *EPT4400*, *BTC3700*, and *BTC3701*. (See Attachment Prog. 10)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

Service Agreement with UNC-Chapel Hill on Behalf of its Center for Development and Learning/Phase Two

The Board approved a service agreement with UNC-Chapel Hill on behalf of its Center for Development and Learning/Phase Two to continue the partnership between UNC-CH and the

NCCCS for development of training materials and delivery of training in the Compensatory Education Program in the amount of \$10,000 for the period April 1-June 30, 2006. Federal funding will be provided from the US Department of Education (USDOE) through the Adult Education and Family Literacy Act, authorized by the Workforce Investment Act, Title II. Approval is subject to funding availability.

2006-2007 NC Community College Grant Payment Schedule

The Board approved the 2006-2007 NC Community College Grant Payment Schedule as outlined in Attachment FC-5 that will provide \$11,000,000 to approximately 9,996 eligible students using need based criteria.

Two Percent Transfer Restriction

The Board approved the Two Percent Transfer Restriction Report including a transfer request from Western Piedmont CC, Budget Flexibility Transfer Percentages for FY 2005-06 Report, and Curriculum and Noncurriculum Salary and Fringe Benefits Report. (See Attachment FC-7)

REPORTS/PRESENTATIONS

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

- Spring semester classes are going well as they reach their mid-point.
- Dr. Ed Wilson and he spoke with the Joint Legislative Education Oversight Subcommittee citing reasons why the retirement separation should be redefined and shortened. Return-to-work options were presented, and the subcommittee members seemed receptive to reconsidering the 6-month requirement.
- NCACCP is working with a vendor that is interested in piloting a new student health insurance plan.
- Subcommittees continue to work on the development of intercollegiate athletic programs and best practices in orientation and education of new trustees, and the Personnel Committee is updating the *Quality Assurance Handbook* and reviewing the *Code of Ethics*.
- Upon the SBCC's approval of the Lateral Entry Program, colleges have been feverishly working with LEA's and neighboring universities to establish partnerships to offer the program. They are finding that three of the nine required courses of competency must be delivered by the universities with the remaining six to be delivered by community colleges. By participating in workshops, seminars, and activities within the school itself during the first school-year, lateral entry participants can earn four of the credits at no cost, and community colleges might be limited to two to three courses in the delivery of lateral entry, lower than six as first thought.
- NCACCP representatives continue to work with Mr. Briggs on the salary schedule, and recently completed an inventory of all the leadership development activities within NCCCS. They will be a great reference in identifying the "growing of our own" within the System as a part of those activities.
- Presidents were pleased to hear there should be no additional reversions for the remainder of the year, and are working with their local representatives to correct the problem of tuition receipts which causes the reversions. They are also seeking their support of the NCCCS Consensus Budget Request.
- The April meeting of the NCACCP will be held at Wake Technical CC and is scheduled in conjunction with the Academic Excellence Awards programs.
- Dr. John McKay, President of South Piedmont CC, recently had surgery.

NC Association of Community College Trustees, Helen Dowdy

- NCACCT will host their annual Law Seminar at the Sheraton Imperial at the RTP on March 19-20. Approximately 195 participants are expected to attend. They are including a review of G.S. 115-D to reacquaint trustees with the law and will have Bob Joyce from the UNC Institute of Government speak.
- In response to concerns with training sessions for new trustees, it is the opinion of the NCACCT that the local college president and board should orient new trustees about the System, laws that govern it, and other items of importance in carrying out their duties. NCACCT feels their duty is to tell them about things that would be difficult for the president to tell them and would be better received from them, including their relationship with the president, faculty, students, staff, and citizens in general. NCACCT training meetings include sessions for newly appointed and reappointed trustees. The Executive Board is interested in providing trustees with information on what is happening within the System, the state, and nationally.
- *Community College Laws of North Carolina* will soon be distributed by the NCCCS Legal Affairs Office to college presidents and the college's board of trustees. These are an excellent resource for college presidents and trustees as well.
- NCACCT and each college's board of trustees are extremely committed to their college, students, and community in their efforts to help them succeed.

N4CSGA, Steve O. Johnson

- The N4CSGA Spring Conference held on March 10-12, "BUILD: Building Up Individual Leadership Development" was very successful, and students readily took part in the survey presented by United Healthcare on a pilot health insurance program. A committee will be formed to further research this opportunity.
- Jonathan Smith, Roanoke-Chowan CC N4CSGA President and current state Assistant Treasurer, was elected N4CSGA President for the upcoming year, and Cynthia Ragsdale, Durham Technical CC N4CSGA President and state Secretary, was elected Vice President. Though numerous, based upon inquiries received, the positions that remain open should be filled quickly.

REGULAR AGENDA

POLICY COMMITTEE, Stuart Fountain, Chair

For Future Action

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

Report to the General Assembly Appropriations Subcommittee on Health and Human Services on the Implementation of SL 2005-276 Section 10.40D *The Study of the Use of Medication Aides*
As part of Senate Bill 622, S.L. 2005-276, enacted by the General Assembly, the Department of Health and Human Services and NCCCS were to jointly study the use of medication aides to perform the technical aspects of medication administration. This report as outlined in Attachment Pol. 1 is to be submitted to the House and Senate Appropriations Subcommittees on Health and Human Services on May 1, 2006. "The study group recommends that expansion of

the law to include practice settings other than skilled nursing facilities not be pursued at this time. This recommendation is made after receiving input from industry leaders in those settings who feel that either there are adequate programs currently in place in other settings that address medication administration or this training model would need to be modified to accommodate the medication administration needs in other settings.”

Approval of Proprietary School License “STAND”

The Board will be asked to approve proprietary school licensure for “STAND” located at 800 Magnum Street, Durham, NC to offer *Certified Nurse Aide I*, 120 clock hours.

For Action

Alamance Community College Request to Move the Burlington Center

On a motion by Dr. Fountain, seconded by Mr. Ford, the Board granted permission to Alamance CC to move the Burlington Center to Building 15 in the Burlington Manufacturer’s Outlet Center, Burlington, NC. (See Attachment Pol. 2)

Initiate the Rule-making Process to Amend 23 NCAC 02E .0204 “Courses and Standards for Curriculum Programs”

On a motion by Dr. Fountain, seconded by Mr. Daniels, the Board approved initiating the rule-making process to amend 23 NCAC 02E .0204 “Courses and Standards for Curriculum Programs” as presented in Attachment Pol. 4.

Initiate the Rule-making Process to Amend 23 NCAC 02C .0209 "Evaluation of Presidents"

On a motion by Dr. Fountain, seconded by Dr. Greene, the Board approved initiating the rule-making process to amend 23 NCAC 02C .0209 "Evaluation of Presidents" as presented in Attachment Pol. 5.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

For Information

The Board received the following for information:

Special Application Approvals by System President

The System President approved applications from the following colleges to offer the programs listed: Brunswick CC *Infant/Toddler Care (Certificate)* [C55290], Durham Technical CC *Infant/Toddler Care (Certificate)* [C55290] and *Information Systems Security* [A25270], Isothermal CC *Information Systems Security* [A25270] and *Web Technologies* [A25290], Piedmont CC *Cosmetology Instructor (Certificate)* [C55160], and Wayne CC *Information Systems Security* [A25270].

For Future Action

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

Basic Skills Revised State Plan

The Board will be asked to approve changes to extend the Basic Skills State Plan through the 2006-2007 program year as outlined in Attachment Prog. 2.

Curriculum Standard Application (New to the System)

The Board will be asked to approve a curriculum program application as requested by Pitt Community College to offer a new program *Positron Emission Tomography* [D 45xxx] as outlined in Attachment Prog 3.

Curriculum Standard Revision

The Board will be asked to approve a curriculum standard revision as requested by Southeastern CC for *Park Ranger Technology* (A15360). (See Attachment Prog. 4)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

For Information

The Board received the following for information:

Historically Underutilized Businesses (HUB) State Bond Utilization Report

The Board received the Historically Underutilized Businesses (HUB) State Bond Utilization Report as of December 31, 2005, indicating 12.30% of total HUB funds expended. (See Attachment FC-1)

Estimated Receipts

The Board received the Estimated Tuition and Fees Collected Report through February 28, 2006, indicating receipts of \$142,205,977, a decrease of -0.63% from Fiscal Year 2004-05.

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

There were no significant issues that required discussion.

For Action

Grant Agreement with the North Carolina Rural Center

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved a grant agreement with the NC Rural Center to build a comprehensive entrepreneurship development system for rural NC. The grant in the amount of \$15,000 (first-year of a two-year) is for the period March 17-May 31, 2006.

UNC/NCCCS Tuition Exchange Program

On a motion by Mr. Watkins, seconded by Dr. Greene, the Board approved a Joint Report by the Task Force on the Tuition Wavier Exchange Program of the UNC and NCCCS and the concept of establishing a tuition exchange program that is to be presented to the Joint Legislative Education Oversight Committee by April 1, 2006. A joint funding request made to the General Assembly to request a State funding appropriation to cover costs is recommended. (See Attachment FC-8)

Accounting Procedures Manual Revision

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved a revision to Section 4, I.C.2. and 4, I.C.3. in the *Accounting Procedures Manual* to clarify the use of Bookstore funds in excess of operating expenses. (See Attachment FC-9)

Construction/Property/Bond Authorization Report

On a motion by Mr. Watkins, seconded by Ms. Hayes, the Construction/Property/Bond Authorization Report as detailed in Attachment FC-10 was approved in its full content. Approved were one project each for Alamance CC, Coastal Carolina CC, College of The Albemarle, Edgecombe CC, Gaston College, two each for Fayetteville Technical CC, Forsyth Technical CC, Sandhills CC, three each for Catawba Valley CC and Surry CC, and five for

Isothermal CC, acquisition of real property by Alamance CC and lease of property by Brunswick CC, and the Bond Authorization Report as of March 17, 2006.

Senate Bill 622, Section 9.5 UNC/NCCCS 2+2 E-Learning Initiative Funds Allocation

- Attachment A-SAS inSchool Curriculum Pathways (New Contract)

- Attachment B-Hardware to Update CCLINC/SIRSI Consortium

On a motion by Mr. Watkins, seconded by Mr. Ford, the Board approved NCCCS 2+2 E-Learning Initiative funding allocations including a new contract with SAS to provide access to SAS inSchool Curriculum Pathways in the amount of \$60,000 as outlined in Attachment FC 11-A and a contract in the amount of \$55,000 for hardware to update and support the CCLINC/SIRSI Consortium as outlined in Attachment FC 11-B. The vendor for the latter is currently being sought in accordance with procurement practices of the State of NC. Approval is contingent upon the approval of the State Chief Information Officer. The State Board will later be asked to approve the actual expenditures as they occur.

PERSONNEL COMMITTEE, Linwood Powell, Chair

For Information

Update on Trustees Response to the State Auditor's Report on Blue Ridge Community College

Dr. Powell stated that the attorney for the Blue Ridge CC Board of Trustees has requested an audit and study. They appear to be making a good faith effort to resolve the issues.

Update on Trustees Response to the U.S. Department of Education Title IV Audit on Randolph Community College

Dr. Powell reported that Dr. Heckman has resigned as president effective July 1. They have contacted their former president about leading the institution until a new president can be found. President Lancaster and Dr. Fountain will meet with their trustees later today to review and discuss ways to bring resolution to the issues.

OTHER BUSINESS

Report on Response by Wake Technical Community College to Findings of the State Auditor

Chair Pinnix-Ragland directed the attention of the Board to Attachment SBCC-1, noting that while there were audit exceptions, it appears the appropriate corrective action has been taken.

Interim Report of the Task Force to Review Recommendations Made by the State Auditor, Joanne Steiner, Chair

In the absence of Ms. Steiner, Mr. Briggs reported that the Task Force has met several times and another meeting is scheduled within the week. A more in-depth report/recommendation should be forthcoming to the Board at the April meeting.

PRESIDENT'S REPORT, H. Martin Lancaster

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

- There is continuing and growing cooperation between NCCCS and the UNC System under the leadership of UNC President Erskine Bowles. He is a great partner to us as we work towards a seamless higher education system. The first meeting of the Higher Education Cabinet, formed at his suggestion and comprised of senior leaders of the two systems to

work on cooperative programs, will meet this week where the focus will be on joint programs to pursue in the Legislature. More will be shared on this at the April meeting.

- President Bowles and he met with Alceste Pappas to receive an update on the Pappas Report called for in House Bill 1264. Her work has been refocused to meet the expectations of the Legislature, the two systems developing programs that support economic development in NC.
- President Bowles and he also participated in the groundbreaking of the North Carolina Research Campus in Kannapolis. If monetary support continues in the development of this initiative, it will provide a great opportunity for the entire region in the area of research in food and nutrition.
- President Bowles, Leroy Lail who is a member of the Board of Governors, and he met to discuss the future of a regional higher education center in Hickory. There are many issues to be resolved, since Catawba Valley Community College already has a similar center in operation and others are under development at Caldwell Community College and Technical Institute and Western Piedmont Community College. They will be propose a joint program with a joint board, with six members appointed by the SBCC and six by the UNC Board of Governors, to run a higher education center in Hickory, again reiterating that whatever is done is in the spirit of cooperation rather than in competition.
- He recently returned from Northern Ireland, where he has been working with education leaders as they restructure their higher education programs to be more workforce-development focused. He spoke at a Skills Conference with more than 350 in attendance, including more than 200 from business and industry. There was and continues to be great interest in a new look for higher education in Northern Ireland, moving away from the “norm” of a classical education system. He also met with a number of government Ministers and visited college campuses. Through an existing exchange program, three faculty members from within NCCCS will exchange classrooms and homes with three instructors from Northern Ireland. He then went to Denmark to explore technical education where he visited a college that focuses on allied health and one on business. They were very interested in further exchange. Serving also as a member of the North Carolina Department of Commerce delegation on this trip, he joined them in Denmark to begin the annual economic development mission. This year’s visit to Europe focused on biotechnology industry. Upon visiting several potential biotechnology firms and Novozymes, the company where Joanne Steiner was a senior executive, he found her to be as highly respected there as she is here.
- The bad thing about being in Europe was that he was not present for the dedication of the Fred G. Williams, Jr. Student Center at Robeson Community College, and he extended his congratulations to Mr. Williams on having a building named honoring his outstanding service to the college.
- Mr. Briggs and he met with budget leadership in the Governor’s Office, and feel that NCCCS will have good support from the Governor this year.
- The North Carolina Adult Educators Association held its annual conference in Atlantic Beach last week with more than 370 attending the conference.
- Earlier this week the BioNetwork hosted its first annual BioForum at Central Carolina CC. It was a very successful event with a lot of hands-on workshops in biotechnology. NC received national recognition in an editorial recently published in the *Boston Globe* regarding advancements in the area of biotechnology.

- The President shared that the atmosphere in the Legislature is heating up, and staff are being called upon to respond to various issues. As the short session grows nearer, it will again be important to maintain close contact with legislators to gain their support for our legislative agenda. We will want to bring our legislative strategy group together in April to focus on those issues. A short list of legislative priorities will be brought to the group.
- In responding to a question regarding the Learn and Earn programs, President Lancaster advised that students can participate in their high school's athletic programs if the LEA and the community college collaboratively agree to allow this. This is something that has to be done at the local level and several are already allowing participation.

SUMMARY OF CHAIR PINNIX-RAGLAND'S REMARKS

- Chair Pinnix-Ragland welcomed Dr. Deryl Davis Fulmer, Associate Dean for the Mequon Campus at Milwaukee Area Technical College. Dr. Fulmer was recently selected as a 2005-2006 American Council on Education (ACE) Fellow and is working this year with Dr. James Renick at NC A&T State University.
- The Chair requested that Mr. Greenwood report on Asheville-Buncombe Technical CC's (A-B Tech) recent culinary activities. He reported that the Magnolia Building, a new culinary arts building built using bond funds, was dedicated on March 16. Lawrence McFayden, the main speaker, graduated from A-B Tech approximately 20 years ago and is now the Chief Executive Chef with the Ritz Carlton overseeing chefs worldwide. A-B Tech's Hot Food Team recently competed in Savannah where they won and will now compete in national competition to be held in June through July.
- Chair Pinnix-Ragland, speaking for the entire Board, congratulated Mr. Williams on his outstanding accomplishments for which he was recently honored with the dedication of the Fred G. Williams, Jr. Student Center at Robeson CC.

DATES OF NEXT MEETING

April 20-21, 2006 Robeson Community College, Lumberton NC

ADJOURNMENT

On a motion by Dr. Greene, seconded by Mr. Middlesworth, and approved by the Board, the meeting adjourned at 10:27 a.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.