



Preparing North Carolina's World-Class Work Force

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

**May 19, 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
Jimmie E. Ford
Stuart B. Fountain
Raichelle Glover
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 Mike Arnold
John Shaw, Jr.
B. Joanne Steiner
Norma Turnage
Herbert Watkins
Steve O. Johnson

The following members were unable to attend: Nancy M. Brenner, James W. Daniels, Estell C. Lee, and Thomas Norman.

APPROVAL OF MINUTES

On a motion by Dr. Greene, seconded by Mr. Ford, the Board approved the minutes of the April 21, 2006, SBCC meeting.

CHANGES IN AND APPROVAL OF AGENDA

The Board suspended the rules and approved the following changes in the agenda based upon Committee recommendations. On a motion by Dr. Fountain, seconded by Ms. Steiner Attachment Pol. 1, Attachment Pol. 4, and Attachment Pol. 5 were moved from future action to action on the regular Agenda. On a motion by Mr. Watkins, seconded by Mr. Greenwood, Attachment FC-25 was removed from the Agenda. On a motion by Mr. Watkins, seconded by Dr. Fountain, attachments relative to the common information system, Attachments FC-27, FC-28, FC-29, FC-30, and FC-31 were removed from the agenda pending a detailed look at Release 18 for Colleague

and budget constraints. On a motion by Mr. Watkins, seconded by Mr. Shaw, Attachment FC-32 was removed from the Agenda. On a motion by Dr. Powell, seconded by Dr. Greene, "Process for Evaluation of the NCCCS System President" (Attachment Pers-2) was moved from future action to action. Dr. Powell then moved and Dr. Greene seconded to place on the Agenda for action "Organizational Placement of the Program Audit Function. Lastly, Dr. Powell made a motion seconded by Mr. Middlesworth to move the Personnel Committee to the first standing committee report. On a motion by Mr. Middlesworth, seconded by Ms. Steiner, the Agenda was approved as amended.

APPROVAL OF THE CONSENT AGENDA

On a motion by Mr. Ford, seconded by Dr. Fountain, the Consent Agenda was approved as amended. The Consent Agenda included the following items.

POLICY COMMITTEE, Dr. Stuart Fountain, Chair

Approval of the 2007-09 System Strategic Plan

The Board approved the NCCCS Strategic Plan for 2007-09 as presented at the April 2006 meeting as Attachment Pol. 4.

PROGRAM SERVICES COMMITTEE, Norma Turnage, Chair

2006 Cooperative Innovative High School Programs (Part II)

The Board approved 24 community colleges as Cooperative Innovative High School Programs including Brunswick CC, Cape Fear CC, Carteret CC, Central Carolina CC, College of The Albemarle, Craven CC, Davidson County CC, Forsyth Technical CC, Haywood CC, Isothermal CC, Randolph CC, Robeson CC, Sampson CC, South Piedmont CC, Southeastern CC, Stanly CC, Surry CC, Tri-County CC, Western Piedmont CC, Wake Technical CC, Caldwell CC and Technical Institute, Lenoir CC, McDowell Technical CC, and Southwestern CC. (See Attachment Prog. 3, SBCC 04/21/2006, for detailed listing)

Curriculum Program Application (FTFA)

The Board approved the curriculum program applications as requested by the colleges listed: Guilford Technical CC *Business Administration/Human Resources Management* [A2512C] and *Global Logistics Technology* [A25170]; Johnston CC *Interventional Cardiac and Vascular Technology* [A45410]; Piedmont CC *Information Systems Security/Security Hardware* [A2527B]; and, Pitt CC *Office Systems Technology/Legal* [A2536A]. (See Attachment Prog. 7)

Curriculum Standard Revision

The Board approved the curriculum standard revision as requested by Forsyth Technical CC for *Medical Assisting* [A45400].

Courses of Instruction to Captive/Co-opted Groups/Basic Skills

The Board approved the following courses of instruction to Captive/Co-opted Groups: Basic Skills – Catawba Valley CC *BSP S 2000 CED* at Goodwill Industries (see Attachment Prog. 9); Continuing Education – Richmond CC *TEX P 3103* at Scotland Correctional Institution; Stanly CC *MLS P 3808* at Albemarle Correctional Institution, and Wayne CC *HRD A 3001* at DART Cherry Facility (see Attachment Prog. 10).

Continuing Education Master Course List – Course Approvals

The Board approved the following course additions to the Continuing Education Master Course List: *Cardiovascular Technology* [CIT 3200], *Customized Industry Training* [CTP 3001], *Tire Manufacturing* [AUT-3400], and *Shoemaking and Repair* [TEX 3400]. (See Attachment Prog. 11)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

Basic Skills/Adult Basic Education:

Basic Skills Comprehensive Family Literacy Programs

The Board approved allocations totaling \$834,050 for distribution as outlined in Attachment FC-4 to 12 Basic Skills Comprehensive Family Literacy programs including Asheboro City Schools-Even Start, Blue Ridge CC, Caldwell CC and Technical Institute, Central Piedmont CC, Craven CC, Lenoir CC, Mayland CC, McDowell Technical CC, Sandhills CC, Southeastern CC, Surry CC, and Wilkes CC. The funding source will be monies from the US Department of Education (USDOE) through the Workforce Investment Act (WIA), Title II. (See Attachment FC-4)

Basic Skills English Literacy/Civics Projects

The Board approved grant awards to the following Basic Skills English Literacy/Civics Projects: Alamance CC, Burke County Literacy, Caldwell CC and Technical Institute, Cape Fear Literacy Council (LC), Catawba Valley CC, Central Piedmont CC, Davidson County CC, Gaston LC, Harnett County LC, Haywood CC, Isothermal CC, Lenoir CC, LC of Buncombe County, LC of Union County, LC of Wake County, Mayland CC, Mitchell CC, MOTHERREAD, Robeson County Church and Community Center, Wake Technical CC, and Wilkes CC. Funding totaling \$897,760 is for the period July 1, 2006-June 30, 2007. The funding will be federal monies provided from the USDOE through the WIA, Title II. Approval is subject to the availability of funds. (See Attachment FC-5)

Basic Skills Pathways to Employment Programs

The Board approved allocations for Basic Skills Pathways to Employment Programs totaling \$255,300 to be distributed as outlined in Attachment FC-6 to Central Piedmont CC, Pitt CC, Tri-County CC, and Wilkes CC. Federal monies from the USDOE through the WIA, Title II, will be the funding source for the period July 1, 2006-June 30, 2007. Approval is subject to the availability of funds. (See Attachment FC-6)

Adult Basic Education Funds for Community-Based Organizations

The Board approved allocations totaling \$927,800 for Adult Basic Education for Community-Based Organization grants to be distributed to: Bladen County LC, Blue Ridge LC, Brunswick County LC, Burke County LC, Cape Fear LC, Carteret County LC, Columbus County LC, Craven LC, Durham Literacy Center, Fayetteville Urban Ministry and Adult Reading Program, Fill My Cup, Gaston LC, Harnett County Literacy, Haywood County LC, Hoke Reading/LC, LC of Buncombe County, LC of Union County, LC of Wake County, Literacy Volunteers of America-Pitt County, Moore County LC, MOTHERREAD, Orange County LC, Reading Connections, Richmond County LC, Robeson County Church and Community Center, Rockingham County Public Library Literacy Program, Scotland County LC, and YMCA LC (Winston-Salem). USDOE federal monies through the WIA, Title II, will be the funding source for the period July 1, 2006-June 30, 2007. Approval is subject to the availability of funds. (See Attachment FC-7)

Basic Skills Project IDEAL – Distance Learning Grants

The Board approved continuation funding in the amount of \$157,700 for Basic Skills Project IDEAL Distance Learning Grants to be awarded to: Alamance CC, Brunswick CC, Caldwell CC

and Technical Institute, Central Carolina CC, LC of Wake County, Mayland CC, Mitchell CC, Pitt CC, Reading Connections, South Piedmont CC, Stanly CC, Tri-County CC, Wilkes CC, and Wilson Technical CC. Funding will be provided through the USDOE federal monies through the WIA, Title II, and is for the period July 1, 2006-June 30, 2007. (See Attachment FC-8)

NCCCS Basic Skills Adult Basic Skills Professional Development Project

The Board approved funding in the amount of \$250,000 for the NCCCS Basic Skills Adult Basic Skills Professional Development Project to improve professional development of Basic Skills trainers, administrators, instructors, and volunteers. The funding source will be state leadership monies provided in an annual grant to NCCCS by the USDOE, and is for the period July 1, 2006-June 30, 2007.

Basic Skills Family Literacy Initiative

The Board approved grant allocations to be disbursed to MOTHERREAD in the amount of \$149,600 and the NC Center for Family Literacy in the amount of \$64,400 to continue to provide training and technical assistance to support the program. The funding source will be the USDOE Adult Basic Education (ABE) grant and is for the period July 1, 2006-June 30, 2007.

Basic Skills Comprehensive Adult Student Assessment System (CASAS)–2006-2007 Training Program

The Board approved funding in the amount of \$49,875 to be distributed between Isothermal and Haywood CCs for the Basic Skills Comprehensive Adult Student Assessment System (CASAS) to train CASAS trainers who in turn train those who actually administer the CASAS locally. The funding source will be state leadership monies provided from the USDOE, through the WIA, Title II, and is for the period July 1, 2006-June 30, 2007. (See Attachment FC-11)

Service Agreement With Payne and Associates – Learning Disabilities and Special Learning Needs Training

The Board approved a service agreement with Payne and Associates not to exceed \$59,820 to complete a statewide training and implementation plan to address the provision of services for those who have learning disabilities and special learning needs. The funding source will be appropriated federal funds from the USDOE through the Adult Education and Family Literacy Act State Grant Program, WIA, Title II.

Workforce Development:

Service Agreement With the Employment Security Commission of NC for NC STARS, Career Compass, and Career Readiness Certification Websites and Data Collection Systems

The Board approved a service agreement with the Employment Security Commission (ESC) of NC for NC STARS, Career Compass, and Career Readiness Certification Websites and Data Collection Systems. The agreement is not to exceed \$215,000 to continue developing and maintaining the databases and websites for these programs for the period July 1, 2006-June 30, 2007. The funding source is federal funds through the WIA of 1998 issued through the Division of Employment and Training, North Carolina Department of Commerce.

Modification to the Memorandum of Agreement Between the North Carolina Community College System and The North Carolina Department of Commerce for Funding for Project HEALTH

The Board approved to modify the Memorandum of Agreement Between the North Carolina CC System and The North Carolina Department of Commerce for funding for Project HEALTH to extend the time period from July 1, 2004-May 31, 2006 through December 31, 2006.

Allocation to Blue Ridge Community College – Project HEALTH – Curriculum Development Project

The Board approved an allocation of \$7,000 to Blue Ridge CC for the Project HEALTH curriculum development project to develop curriculum for two Continuing Education courses *HRD Wellness in the Workplace–A Retention Strategy* and *Wellness in the Workplace*. The funding source will be a grant received from the NC Department of Commerce, Division of Employment and Training.

Contract Renewal With NC REAL Enterprises, Inc. (Project NOW) – Contract Amendment #4

The Board approved a contract amendment for \$50,000 to allow NC REAL Enterprises to continue to provide services to colleges that are New Opportunities for Workers (NOW) sites. Funding for this contract is from the federal WIA of 1998 funded through the NC Department of Commerce, Division of Employment and Training. Approval is contingent upon Purchase and Contract approval.

Business and Finance:

NCCCS Construction Manual

The Board approved the NCCCS Construction Manual, as presented at the April 2006 SBCC Meeting as Attachment FC-7.

Environmental, Safety, and Health Compliance Services Contract (Renewal Contract)

The Board approved a contract renewal in an amount not to exceed \$205,000 with Blue Ridge CC to assist the colleges in fulfilling the state and federal requirement for environmental, safety, and health compliance programs. The contract is for the period July 1, 2006-June 30, 2007. It will be funded using state allocations to the 58 colleges.

Two Percent Transfer Restriction

The Board approved the Two Percent Transfer Restriction Report including: Transfer requests from Caldwell CC & Technical Institute and Johnston CC, the Budget Flexibility Transfer Percentages for FY 2005-06 Established by SB 622 Report, and the NCCCS Curriculum and Noncurriculum Salary and Fringe Benefits Excess Transfer Requests Report for FY 2005-06 as outlined in Attachment FC-24.

Construction/Property/Bond Authorization Report

The Board approved the Construction and Property Report of May 19, 2006, including the reallocation of \$447,158 as requested by Central Carolina CC; one project approval each as requested for Alamance CC, Asheville-Buncombe Technical CC, Central Carolina CC, Cleveland CC, Stanly CC, and Wilson Technical CC; two projects each Gaston College, Johnston CC, Piedmont CC; three projects for College of The Albemarle; acquisition and disposal of property by Beaufort CC; two requests regarding lease of property by Carteret CC; transfer of property by Fayetteville Technical CC; and, acquisition of property by Mitchell CC; and, the Bond Authorization Report of May 19, 2006. (See Attachment FC-26)

Information Systems:

Integrated Library System Services Agreement—Services Agreement Renewal

The Board approved the renewal of the Integrated Library System Services Agreement with Sirsi in the amount of \$215,348 to allow NCCCS to continue to use the Unicorn Academe Library System. Community College state appropriations will be the funding source, and the contract is for the period July 1, 2006-June 30, 2007.

REPORTS/PRESENTATIONS

Small Business Center Network Awards for Excellence, Dr. George Millsaps

Dr. George Millsaps, Small Business Center Director presented the annual Small Business Center awards. Winners were Regional Winner West-Wilkes CC, Robin Phillips, Director and Dr. Gordon Burns, President; Regional Winner East-Coastal Carolina CC, Anne Shaw, Director and President Ron Lingle; and, Central Carolina CC was the Regional Winner Central and recipient of the Statewide Award. On hand to receive the awards were Small Business Center Directors Jim Felton, Nancy Blackman, and Leon Tongret, Administrative Specialist Betty Pace, and President Matt Garrett.

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

- Graduations, the pinnacle of the year and the realization of our mission as an institution and system, were held during the past week.
- Dr. Steve Scott and Wake Technical CC hosted the spring NCACCP meeting on April 27-28 that was held in conjunction with the Academic Excellence Awards luncheon honoring 116 outstanding students. The meeting focused on ethics, financial and legislative matters, and ways to improve effectiveness and working relationships between the colleges and System Office Administration.
- In May, the Executive Committee meeting was held. Based on the results of that and previous meetings, the work that has been initiated and/or continues includes:
 - Drafted and recommended to the SBCC Policy Committee guidelines that would enable the establishment and operation of intercollegiate athletic programs on our campuses, allowing us to move forward in putting those guidelines in a format appropriate for rule-making.
 - Continuing to monitor the retirement separation issue and actively supporting the proposal and amendments put forth to allow relief in the 6-month separation requirement.
 - Working with United Healthcare Open Asset Management Company and GM Southwest to pilot a new NCCCS student health insurance program. The new programs will be initiated this fall and Wilkes will be among those piloting that effort. Presidents are volunteering their services to this project.
 - Approved implementing the placement test cut scores; this will be revisited in September to monitor the success with possible tweaking in October.
 - Updating the 1993 Quality Assurance Handbook and Ethics Code to be submitted to the association in July and to the SBCC around August or September. College of The Albemarle President Lynn Bunch is leading this project.
 - Identifying the best practices of presidents in their orientation and continuing education for new and experienced trustees which is being led by President Ron Lingle of Coastal Carolina CC.
 - Revisiting the mentoring and orienting of new incoming presidents to have a more focused approach.
 - Appointment of a task force to study the summer term self-supporting issue and the related alternative salary administration methods to improve faculty salaries and

administering institutions during the summer term when FTE is not available. Isothermal President Bill Lewis will chair the task force to address this critical issue throughout the System.

- Continuing to work on the president's salary schedule. Dr. Burns thanked the SBCC and NCACCT for their support in this effort.
- Seeking local representatives' support of the Consensus Budget. The contacts include requesting support for the the System's request to take care of its people and program of work. This is on the premise of what is seen as a very encouraging Governor's budget proposal. Other legislative efforts include encouraging support of House Bill 1718, Nursing Fellows Program Funds, a 2-year scholarship of \$15,000/year to help increase the number of nurse faculty members; allowing community colleges the option to invest college foundation funds and to serve as a stockbroker/investor firm; and, the local sales tax option of ½ percent where revenues can be used for public schools and community colleges.
- The NCACCP Executive Committee will meet on June 8 in conjunction with the NCACCT at the Sheraton RTP, and the NCACCP annual summer meeting will be held July 26-28 in New Bern hosted by Dr. Scott Ralls and Craven Community College.

NC Association of Community College Trustees, Helen Dowdy

- The NCACCT Annual Convention will be held June 8-9 with speakers Senator A. B. Swindell, President Martin Lancaster, Dr. Larry Keen, NC Special Deputy Attorney General for Education Tom Ziko, and Mr. Kennon Briggs.
- Hal Miller is monitoring the Legislature, and the NCACCT legislative report will be on the webpage as soon as possible.
- The Executive Board will meet on June 8 at 1:30 p.m. immediately preceding the orientation and education sessions at the Annual Convention. The Business Meeting, an open meeting, will be held on June 9 with the proposed "Resolution Regarding Processes for Local Boards of Trustee Appointments" to be discussed as well as new officers elected.
- Chair Pinnix-Ragland welcomed and recognized Mr. Carl Byrd, Chair of the NCACCT.

N4CSGA, Steve O. Johnson

- Reported that N4CSGA has completed its mission for 2005-2006 school year with students addressing many issues and uniting the campuses across the State by:
 - Renewing the commitment to tackle the high cost of text books by reinstating the Text Book Committee to seek partnerships to bring about solutions to this problem.
 - Becoming a voice in the issue of healthcare for students across the State where emphasis will continue to be placed.
 - Showing great compassion to colleges in the Gulf to assist students displaced by Hurricane Katrina, with the proceeds of the Quarter Wars to soon be presented to Delgado Community College, New Orleans, Louisiana.
- Introduced incoming N4CSGA President Jonathan Smith from Roanoke-Chowan CC who will be sworn in at the annual bonding trip in June at Elon University in Burlington.

REGULAR AGENDA

PERSONNEL COMMITTEE, Linwood Powell, Chair

For Information

Report of Factual Inquiry and Statement of Corrective Action by the Trustees of Blue Ridge Community College

Chris Campbell, Special Counsel for Blue Ridge Community College, addressed the Board on behalf of the College Trustees in regard to the special review that had been requested by the State Board. Mr. Campbell indicated that it was his opinion that the State Board had no role to play in this matter because of the thorough review the Trustees had done and referrals that had been made to the U.S. Department of Education, The Governor's Office, and the local district attorney. Following further discussion of this matter, the Chair suggested that a Special State Board committee be established to resolve issues and questions that remain and make a report to the Board on its findings and recommendations. Dr. Powell moved, seconded by Dr. Greene, that the Chair appoint a committee representing the State Board, the State Office, and others that she deems appropriate to visit and work with the college to try to resolve the issues that remain. The Chair clarified the motion by saying that this committee would be comprised of members of the SBCC, System Office staff, Board of Trustees of Blue Ridge CC, Blue Ridge CC staff, and legal counsel from both sides. The Board unanimously approved the motion.

Dr. Powell made a motion, seconded by Ms. Knighton, and the Board approved entering into closed session as permitted by NCGS 143.318 to discuss personnel matters. Following the closed session, the Board reconvened in open session.

For Action

Process for Evaluation of the NCCCS System President

On a motion by Dr. Powell, seconded by Dr. Greene, the Board approved the process for the Evaluation of the NCCCS System President as included in Attachment Pers-2.

Organizational Placement of the Program Audit Function

On a motion by Dr. Powell, seconded by Mr. Middlesworth, the Board approved expanding the role of the Educational Program Audit function to include some internal audit functions and transfer the organizational placement from the Division of Administration to the State President's Office. This action is in response to the State Auditor's letter of October 25, 2005, in regard to several recent audit findings. These changes may require supporting legislative action since budget lines are being transferred from one division to another.

Dr. Powell extended congratulations to Chair Pinnix-Ragland who will receive the Richardson Pryor Distinguished Alumni Leadership Award at the Leadership North Carolina Annual Meeting.

POLICY COMMITTEE, Stuart Fountain, Chair

For Future Action

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

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

The Board will be asked to approve designation of the Sandhills CC location in Moore County in the Westmore community as an Off-Campus Center.

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

The Board will be asked to approve designation of Wake Technical CC location at 3434 Kildaire Farm Road, Cary, as an Off-Campus Center.

For Action

Hearing Officer's Report - Adoption of the proposed Rule 23 NCAC 03A .0113 Entitled "Student Refund"

On a motion by Dr. Fountain, seconded by Mr. Ford, the Board adopted the text as proposed in the Hearing Officer's Report to amend Rule 23 NCAC 03A .0113 Entitled "Student Refund."

Recommend Approval for Renewal of Proprietary Schools for Licensure

On a motion by Dr. Fountain, seconded by Ms. Steiner, the Board approved the following proprietary schools for licensure renewal: American Academy of Medical Resonance Imaging; American Institute of Applied Science, Inc.; Art Institute of Charlotte; Brookstone College of Business (2 locations); Caduceus Nightingale Academy; Carolina Hypnosis Institute, Carolina School of Broadcasting, Care One Nursing, Carolina Polarity Institute of Energetic Studies, ECPI College of Technology (4 locations); Gericare Education and Training, Inc; HealthCore Resources, Inc.; Inovatech Inc.; iPEC Coaching; King's College; Lake Norman Dental Assisting School; Miller-Motte Technical College (2 locations); NASCAR Technical Institute; New Horizons Computer Learning Center (2 locations); North Carolina DATS (2 locations); Open Technology Group; Optimal Health Services, Inc.; Priority Nursing Academy; Piedmont Dental Assistants, Inc.; School of Communication Arts; South College (2 locations); TechSkills (3 locations); and, Thomas Health Care Institute, Inc. (See Attachment Pol. 4 for location addresses.)

Approval of Proprietary Schools

On a motion by Dr. Fountain, seconded by Mr. Ford, the Board approved the following proprietary schools for licensure: New locations of ECPI College of Technology and New Horizons Computer Learning Center in Charlotte for the programs outlined 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 following colleges requested and were approved to offer the programs listed Coastal Carolina CC *Infant/Toddler Care (Certificate)* [C55290], *Information Systems Security*

[A25270], and *Lateral Entry (Certificate)* [C55430]; Edgecombe CC *Lateral Entry (Certificate)* [C55430]; Guilford Technical CC *Lateral Entry (Certificate)* [C55430]; Johnston CC *Community Spanish Interpreter* [A55370]; Mitchell CC *Infant/Toddler Care (Certificate)* [C55290]; Sampson CC *Community Spanish Interpreter* [A55370] and *Information Systems Security* [A25270]; and, Wayne CC *Infant/Toddler Care (Certificate)* [C55290].

Special Termination Approvals By System President

The following colleges requested and were approved to terminate the programs listed: Mayland CC *Plumbing (Diploma)* [D35300] and Wake Technical CC *Support Technologies* [A25430].

Special Curriculum Standard Revisions as a result of CRC Action

The following curriculum standard revisions were approved at the recommendation the Curriculum Review Committee: *Cancer Information Management* [A45130], *Criminal Justice Technology/Financial Crime/Computer Fraud* [A5518B], *Electrical Power Production Technology* [A50130], *Interior Design* [A30220], *Lateral Entry (Certificate)* [C55430], *Polysomnography (Certificate)* [C45650], and *Telecommunications Installation and Maintenance (Diploma)* [D50380].

For Future Action

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

Curriculum Standard Applications (NS)

The Board will be asked to approve 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), and as outlined in Attachment Prog. 4.

Curriculum Standard Revisions

The Board will be asked to approve the curriculum standard revision for programs as requested by the college listed: 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. 5)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

For Information

The Board received the following for information:

Estimated Receipts

The Board received the report of the estimated tuition and fees collected through April 30, 2006, indicating \$151,613,653 collected, \$26,928,250 uncollected, which is a **decrease** of 1.90% when compared to 2004-05.

CIS Project Discussion and Implementation Update

Mr. Watkins advised the majority of the items removed from the Agenda were done so because of costs that will be associated with Colleague Release 18. It is felt that these need to be known before approval of the removed items so as not to encumber funds needed for that release upgrade. Release 17 continues to receive outstanding performance reviews; however, the new release is typical of large integrated systems. Release 18 will be the first major release. There

will be little change in functionality but there will be rule changes. Since knowledge based responsibilities have transferred from the vendor to in-house, the System Office staff will assume the prime responsibility for test planning, prior change re-verification, total system testing to verify readiness, and control of the roll-out. Meetings are scheduled to determine Release 18 support requirements from ACS and Datatel. Mr. Watkins made a motion seconded by Mr. Shaw and approved by the Board to hold a June 16th telephonic meeting at 9 a.m. for the primary discussion of Release 18 and approval of the equivalent of Attachments, FC-27, FC-28, FC-29, FC-30, FC-31 and FC-32 and any pertinent items. Since Attachments FC-27 through and including FC-32 will be unchanged, only the attachment for Release 18 and any other items properly added to the agenda will be mailed in the monthly package. Additionally, Mr. Watkins added that as part of that motion a meeting of the Financial and Capital Needs Committee will be required to discuss Release 18 support and closure to the CIS budget prior to the June 16 meeting with specific details to be announced.

For Future Action

The Board received for consideration of future action the following:

Client Relationship Management System: Potential Contract With Center Dynamics, LLC and the North Carolina Community College Small Business Center Network

The Board will be asked to approve a contract in the amount of \$76,400 with Center Dynamics, LLC to purchase a web-based client relationship management system for the NCCC Small Business Center (SBC) Network to be used by each SBC to manage and track their counseling clients. The contract is for the period July 1, 2006-June 30, 2007.

For Action

Basic Skills/Adult Basic Education:

Service Agreement LiteracyPro Systems, Inc., for LACES

On a motion by Mr. Watkins, seconded by Mr. Greenwood, the Board approved a service agreement with LiteracyPro Systems, Inc. to provide continued technical support, training, data management, and to purchase software to convert from the LitPro to LACES to assist in responding to federal literacy reporting requirements. The contract renewal is not to exceed \$54,920 and is for the period July 1, 2006-June 30, 2007. Federal funds provided from the USDOE through the WIA, Title II, will be used as the funding source and approval is contingent upon availability of funds.

Human Resource Development:

Allocation to Colleges Participating in Project Skill-UP

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved allocations to colleges participating in Project Skill-UP. The allocations totaling \$160,000 are for the period January 1 through December 31, 2006, and are to be funded from the Tobacco Trust Fund housed in the Department of Agriculture and Consumer Services and managed financially by the State Treasurer. Grant allocations were awarded to Forsyth Technical CC, Lenoir CC, Southeastern CC, and Vance-Granville CC to serve as pilot sites for Project SKILL-UP as outlined in Attachment FC-18.

BioNetwork:

NCCCS BioNetwork Electronic Media Marketing and Recruitment Campaign Electronic Media Adbuy – Advertisement Placement Cost

On a motion by Mr. Watkins, seconded by Dr. Fountain, the Board approved the cost for the NCCCS BioNetwork marketing and recruitment campaign for an electronic media adbuy to broadcast television and radio recruitment advertisements from May 19 through mid-July 2006. The contract is to be awarded to the Agency for Public Television and is not to exceed \$250,000. The cost will be funded using the NCCCS BioNetwork state appropriations.

Business and Finance:

Memorandum of Understanding (Renewal) - Energy Saving Initiatives Coordinator

On a motion by Mr. Watkins, seconded by Mr. Ford, the Board approved a contract extension in an amount up to \$30,000 and in-kind contributions with the NC Department of Administration, State Energy Office, for a coordinator to promote and implement the Utility Savings Initiative at the NCCC System Office. The renewal period will be from July 1, 2006-June 30, 2007, and is to be funded using State Board Reserve Funds available for 2006-07.

Request for Additional Funding - Professional Development Institute for Community College Business Office Staff

On a motion by Mr. Watkins, seconded by Mr. Greenwood, the Board approved a request for \$50,000 for 2006-07 to fund continuing work on the Community College Financial Institute for Business Office staff throughout the system to be funded using State Board Reserve funds.

Information Systems:

SOLINET Contract—New Contract

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved a contract not to exceed \$80,888 with the Southeastern Library Network (SOLINET) Learning Technology Systems to continue the support services provided by OCLC and SOLINET used in library cataloging, uploading data, and to provide maintenance of the authorities used in the CCLINC. Funding will be from the Contractual Services line item of the Learning Technology Systems annual budget and is for the period July 1, 2006-June 30, 2007.

UNC/NCCCS 2+2 E-Learning Initiative Funds Allocation

- Attachment A—NCIH Presentation Equipment
- Attachment B—Learning Object Development Tool

On a motion by Mr. Watkins, seconded by Ms. Glover, the Board approved allocations for the following projects: Attachment A—NCIH Presentation Equipment to facilitate multi-media presentations in the videoconferencing classroom in the amount of \$4,700 and Attachment B—Learning Object Development Tool in the amount of \$12,500 for the purchase of 100 permanent licenses from authorGEN for AuthorPOINT software. Both projects are funded from State monies appropriated for the UNC/NCCCS 2+2 E-Learning Initiative.

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 questions be e-mailed to him.

SUMMARY OF CHAIR PINNIX-RAGLAND'S REMARKS

- Appointed a committee to work with three members of the Blue Ridge CC Board of Trustees on concerns raised in the State Auditor's Special Review. Asked to serve were SBCC members Dr. Powell, Dr. Fountain, Mr. Greenwood, and Ms. Hayes; System Office staff Mr. Sullivan, Mr. Sullins, and Mr. Briggs; and Dr. Marvin Joyner, former Central Carolina CC President.
- Appointed Raichelle Glover as the SBCC representative on the Staff Member of the Year Award Committee.
- Welcomed incoming N4CSGA President Jonathan Smith, a student at Roanoke-Chowan CC.
- Reminded members to take the items to be discussed at the called June Telephonic meeting including Attachments FC-27, 28, 29, 30, 31 and FC-32 with them, noting that only corrections and additional documentation will be mailed.
- Thanked Mr. Middlesworth, Mr. Daniels, and Mr. Ford for visiting with legislators on Wednesday, encouraging those who were unable to participate in the legislative day to do so on their own. President Lancaster asked that members call him before visiting to receive a briefing on the priority requests and status of various issues.
- Thanked everyone for supporting the recommended 8% salary increase, something really needed for the colleges.
- The book, 2010 Meltdown, was presented to members by Bob Witchger, Associate Director of the NCCCS Tech Prep program.

DATES OF NEXT MEETING

July 20-21, 2006 - Caswell Building, 200 West Jones Street, Raleigh, NC

OTHER BUSINESS

The Chair called for other business to be discussed; however, no items were presented.

ADJOURNMENT

On a motion by Dr. Powell, seconded by Dr. Fountain, and approved by the Board, the meeting adjourned at 11:40 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.