



Preparing North Carolina's World-Class Work Force

**State Board of Community Colleges
Isothermal Community College
286 ICC Loop Road, The Foundation Building
Spindale, North Carolina**

**October 20, 2006
9 a.m.**

CALL TO ORDER

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

Hilda Pinnix-Ragland, Chair
Linwood Powell, Vice Chair
James W. Daniels
Jimmie E. Ford
Stuart B. Fountain
Bob H. Greene
Gordon "Buddy" Greenwood
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.
Norma Turnage
Herbert Watkins

The following members were unable to attend: Nancy M. Brenner, Raichelle Glover, Sandra L. Hayes, Thomas Norman, Jonathan R. Smith, and B. Joanne Steiner.

SUMMARY OF THE CHAIR'S OPENING REMARKS

Chair Pinnix-Ragland called the meeting to order and welcomed those attending. In her introduction of Dr. Bill Lewis, she advised that Dr. Lewis will be retiring in 2007, and "he has served this System remarkably, admirably, with outstanding leadership, vision, and direction for the future which was evidenced yesterday as he continues his legacy through improved life through learning."

WELCOME TO ISOTHERMAL COMMUNITY COLLEGE

Dr. Willard L."Bill" Lewis, III, President of Isothermal CC, shared his delight in welcoming the State Board to Isothermal CC and to the building known as "The Foundation" that was built using \$5.4 million appropriated to Isothermal CC in a 90's bond issue and \$7 million raised from within the community during a time when the local economy was better. Dr. Lewis encouraged members to drive through the campus and offered tours on request. He thanked BB&T for being a meeting sponsor, and also thanked the many people from his staff that assisted including Glenda Scruggs, the drivers for the Thursday reception, and The Foundation operations staff.

APPROVAL OF MINUTES

On a motion by Mr. Middlesworth, seconded by Mr. Daniels, the Board approved the minutes of the September 15, 2006, SBCC meeting.

CHANGES IN AND APPROVAL OF AGENDA

The Board suspended the rules and amended the agenda based upon Committee recommendations. On a motion by Ms. Turnage, seconded by Mr. Middlesworth, Attachment Prog. 2 was moved from future action to action. The Chair granted a request by Dr. Powell that the Personnel Committee be moved to the first standing committee to report. On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved the agenda as amended.

APPROVAL OF THE CONSENT AGENDA

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

POLICY COMMITTEE, Dr. Stuart B. Fountain, Chair

Request for Temporary Exemption from 2006-07 Annual Reporting Plan Delinquency Penalty

The Board approved a request for a temporary exemption from the delinquency penalty policy for CIS colleges whose reports are confirmed to be delinquent due to the CIS related issues.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

2006-07 Cooperative Innovative High School Programs

The Board approved an application from Guilford Technical CC and Guilford County Public Schools (on behalf of the Early College Academy at Andrews High School, ECA/AHS) for designation as a Cooperative Innovative High School Program pursuant to N.C.G.S. 115C-238.51(d) and to grant exemptions pursuant to N.C.G.S. 115C-238.53(f) that will expand students' opportunities for educational success. The one-half day of enrollment in high school courses requirement is to be waived and permits ECA/AHS students to enroll at Guilford Technical CC for all courses in their senior year; and endorses the action of the State Board of Education to permit the use of community college level English courses as a substitution for English IV for ECA/AHS students. Tuition, fees, and book charges shall be payable by the Local Education Agency (LEA). (See Attachment Prog. 5)

Curriculum Standard Revisions

The Board approved revisions to the following curriculum standards at the request of the college listed: Central Carolina CC *Motorcycle Mechanics (Diploma)* [D60260] and Pitt CC *Medical Dosimetry* [D45450] and *Therapeutic Massage* [A45750].

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 without any special allocation of funds: Martin CC *Carpentry (Diploma)* [D35180], Tri-County CC *Machining Technology* [A50300], and Western Piedmont CC *Surveying Technology* [A40380].

Courses of Instruction to Captive/Co-opted Groups

Basic Skills

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS	COMMENTS
Central Carolina Community College	RALM, Inc. (Sanford)	**	BSP S 2000	Compensatory Education (CED)	1500	
Craven Community College	Carebridge Assisted Living Community	**	BSP N 2000	Adult Basic Education (ABE)	1500	
Fayetteville Technical Community College	RHA Health Services, Inc.	**	BSP R 2000	Compensatory Education (CED)	1500	

Continuing Education Courses

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS	COMMENTS
Catawba Valley Community College	Alexander Correctional Institution	3	CAS P 3010	Introduction to Keyboarding (Keyboarding)	32	
			CAS P 3050	Spreadsheets (Excel)	32	
			CAS P 3120	Integrated Software: Computer Applications (Introduction to the Personal Computer)	32	
			CAS P 3120	Integrated Software: Computer Applications (Word)	32	
			CAS P 3120	Integrated Software: Computer Applications (PowerPoint)	32	
Forsyth Technical Community College	Forsyth County Detention Center	**	HRD J 3001	Employability Skills (HRD: Employment Readiness)	18	
James Sprunt Community College	Duplin Correctional Center	3	HRD P 3001	Employability Skills (Effectual Living)	40	
			HRD P 3006	Employability Motivation and Retention (Workplace Ethics)	30	

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

Approval of Virtual Learning Community Centers for 2006-2007

The Board approved a total allocation of \$165,000 as outlined in Attachment FC-5 for Wake Technical CC (Center 1-editing of 12 CIS courses) and Wayne CC (Center 2 -course development, adaptation and strategic planning for distance learning in continuing education) to serve as Centers for the Virtual Learning Community for 2006-07. Center 1 will be funded through Federal Perkins funds and Center 2 through state appropriated State Board Reserve funds.

2006-2007 Funding for Academic Services to Nursing Students From Disadvantaged Backgrounds

The Board approved allocations totaling \$80,000 to 37 colleges as outlined in Attachment FC-6 to provide academic assistance to nursing students from disadvantaged backgrounds. The funding source is state appropriated funds targeted for this purpose for the 2006-07 academic year.

Construction/Property/Bond Authorization Report

The Board approved the Construction and Property Report that included one project approval each for Central Carolina CC, Craven CC, and Randolph CC, four approvals for Lenoir CC,

approval to lease property at Asheville-Buncombe Technical CC, to dispose of property at Catawba Valley CC and Haywood CC, and to acquire and lease property at Mitchell CC. The Bond Authorization Report as of October 20, 2006 was also approved. (See Attachment FC-8) Budget Allocations for 2-1 Summary – FY 2006-07

The Board approved the summary of college budget requests for fiscal year 2006-07 totaling \$1,940,573,893 as outlined in Attachment FC-10 and the report on Curriculum and Non-Curriculum Salary and Fringe Benefits Allowable Two Percent Transfer Totals for October 2006.

REPORTS/PRESENTATIONS

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

- Dr. Reichard thanked Dr. Bill Lewis and Isothermal CC for their warm reception.
- NCACCP held their fall meeting in conjunction with the 2006 NCCCS Conference where presidents also participated in the other conference activities and workshops. Dr. Reichard thanked Dr. Delores Parker and her and staff for a conference that was one of the best ever, adding that he was honored to be a part in the salute to President Lancaster at that event.
- NCACCP Committees are working hard on the issues designated as priorities and distributed to the SBCC earlier in the year.

The Legislative Committee organized a meeting with Lt. Governor Perdue where they talked about statewide issues and held a session on the new ethics and lobbying laws. The Committee is now working with the System Office, the SBCC, and the NCACCT to arrange another session to be held on Thursday, November 16, from 8 a.m. until 10 a.m. at the System Office in the 5th floor conference room. Chairs of the college Boards of Trustees, college attorneys and presidents, and members of the SBCC will be invited to attend the presentation to be conducted by a law firm from Raleigh. NCACCP wants to ensure that when the new law goes into effect, we are in compliance with the requirements.

The Finance Committee worked with Mr. Briggs to establish the NCACCP's perspective on budget priorities and have scheduled a meeting at Davidson CC for colleges that have athletic programs to make sure colleges document the expenditures for athletics in a manner that will satisfy fiscal audit requirements. Presidents are aware of and do not like the requirement to revert 1% of their budget allocation but hope the tuition receipts problem will eventually be fixed so they will not have to give back money that is sorely needed on campuses.

The Personnel Committee continues their work on the Quality Assurance Handbook and they have also asked David Sullivan to work on a template for presidential contracts to ensure that there is some commonality on various parts that go into a president's contract.

The Programs Committee is working with Glynda Lawrence and staff on the expanded role of the program auditors and in modularizing curriculums. Presidents have learned they cannot dual enroll outside of their service area unless the community college has an agreement with that LEA. This is both problematic and impractical and work needs to be done in this area.

The NCACCP Policy Committee will work with the SBCC Policy Committee on changes that they may want to make in the area of athletics.

The Technology Committee completed a survey on the major issues being faced and will be working with the System Office on the Data Warehouse, business continuity plans, and campus technology plans. These will possibly become professional development topics for the NCACCP spring and summer meetings.

The Professional Development Committee kicked off the mentoring program that allows new college presidents to work with experienced presidents in the system getting them started with a solid foundation. Continuance of the System Office orientation for new presidents was encouraged.

NC Association of Community College Trustees

(In the absence of Helen Newsome, the report was given by Helen Dowdy.)

- The 2006 ACCT Community College Leadership Congress was held last week in Florida. Of the 1,295 attendees, approximately 200 were from NC and included college trustees, presidents, and staff members, and System Office and NCACCT staff. Speakers included Bob Joyce, Professor of Public Law and Government at the UNC Institute of Government, Margaret Spellings, US Secretary of Education, John M. Mutz, Chairman of the Lumina Foundation for Education, Piedad F. Robertson, former president of the Education Commission of the States, Ralph Smith, Sr. Vice President of Annie E. Casey Foundation and Dick Batchelor, founder and president of Dick Batchelor Management Group.

REGULAR AGENDA

PERSONNEL COMMITTEE, Linwood Powell, Chair

Approval of and Introduction of Halifax CC President

On a motion by Dr. Powell seconded by Dr. Greene, the Board unanimously approved Dr. Ervin Griffin, Sr. as President of Halifax CC effective December 1, 2006.

Dr. Stanley Edwards, Chair of the Halifax CC Board of Trustees, said he was delighted to be on the campus of Isothermal CC because it was where his mother received her High School Equivalency Degree at age 74. He extended thanks from the Halifax CC Board of Trustees to the SBCC and System Office for their assistance and support during the college's search for a new president. He then introduced Dr. Ervin Griffin, Sr. to the SBCC. Dr. Griffin thanked the State Board and the Halifax CC Board of Trustees for their support, adding that he believes the best is yet to come for Halifax CC. He will assume the role of president on January 1, 2007.

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

Approval of Interim President at Tri-County CC

On a motion by Dr. Powell, seconded by Dr. Greene, the Board approved John A. Cabe as Interim President of Tri-County CC effective January 1, 2007.

Retirement Announcement

Dr. Powell announced that Dr. Larry Norris, President of Fayetteville Technical CC, has submitted notification that he will retire effective August 1, 2007.

POLICY COMMITTEE, Stuart Fountain, Chair

For Future Action

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

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

The Board will be asked to initiate the Rule-making Process to amend 23 NCAC 02E .0204 “Courses and Standards for Curriculum Programs” as presented in Attachment Pol. 1.

PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair

For Information

The Board received the following for information:

Special Termination Approvals By System President

The following community college requested and received approval to terminate the curriculum program listed: Asheville-Buncombe Technical CC *Computer Programming* [A25130].

For Future Action

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

Curriculum Program Applications (NS)

The Board will be asked to approve the curriculum program at the college listed on the condition that equipment funds are available to the colleges and operating funds generated by the budget formula will permit the offering without any special allocation of funds:

Southeastern CC *Environmental Science Technology/Invasive Species Management* [A2014x].
(See Attachment Prog. 3)

Curriculum Standard Revision

The State Board will be asked to approve revisions to the following curriculum standard at the request of the college listed: Wake Technical CC *Industrial Pharmaceutical Technology* [A20180]. (See Attachment Prog. 4)

For Action

2006 Excellence in Teaching Awards

Ms. Turnage requested the 2006 Excellence in Teaching Awards Committee Chair report on the activities of the committee. Ms. Knighton stated that Mr. Middlesworth, Dr. Powell, Ms.

Wortham and she interviewed the five finalists for the award who exemplified the highest standards of an instructor. The winner and four runners-up will be recognized at the Day of Recognition Awards Luncheon in November. On a motion by Ms. Knighton, seconded by Mr. Middlesworth, the Board approved the selection of Robert Pontious, Brunswick CC, as the 2006 recipient of the Excellence in Teaching Award. Other finalists were Sloan M. "Bud" Burton-Wake Technical CC, Ron Layne-Sandhills CC, Cheryl Oxford-Western Piedmont CC, and Ann Bellamy Russell-Bladen CC.

Chair Pinnix-Ragland recognized Dr. Myra Johnson who was in attendance at the meeting and is a former Excellence in Teaching Award winner from Isothermal CC.

Curriculum Procedures Reference Manual Revision

On a motion by Ms. Turnage, seconded by Mr. Watkins, the Board approved revisions to the Curriculum Procedures Reference Manual Section 23 as outlined in Attachment Prog. 6 that included among the revisions a new section of frequently used curriculum terms.

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair

For Information

The Board received the following for information:

1993 Bond Status Report

The Board received the 1993 Bond Project Status Report – Ongoing Projects as of September 30, 2006, that indicated 100% of bond funds committed to a project.

Estimated Receipts

The Board received the report of estimated tuition and fees collected through September 30, 2006, that indicated \$66,495,483 have been collected. This is 39.17% of the 2006-07 estimated tuition receipts.

BioNetwork: An Economic and Workforce Development Initiative of the North Carolina Community College System

The Board received the Report on the NCCCS BioNetwork as required by Section 8.6 of S.L. 2006-66 to be presented to the Joint Legislative Education Oversight Committee of the North Carolina General Assembly in November 2006.

CIS Project Discussion and Implementation Update

As requested by Mr. Watkins, Dr. Sandra Williams had provided an update on the CIS project during the retreat and it was determined there were no significant issues that required further discussion.

For Action

Service Agreement for BioNetwork Economic Impact Study, CCbenefits, Inc.

On a motion by Mr. Watkins, seconded by Mr. Shaw, the Board approved a contract with CCbenefits to conduct a socioeconomic impact study for the BioNetwork Initiative. The contract in an amount not to exceed \$68,778 is for the period October 23, 2006-March 11, 2007, and will be funded through Golden LEAF BioNetwork funds.

2007-09 Consensus Budget

After significant discussions on the budget at the retreat and within committee, Mr. Watkins reported that the Financial and Capital Needs Committee recommended the following: (1) that the consensus budget be submitted based on priorities as expressed on page 12 of Attachment FC-9; (2) that the Board empower the financial staff to finish the data points and support documentation to complete the document for submission; and, (3) that the final document as submitted will be available to Board at the SBCC November meeting along with a two to three page executive summary. Mr. Watkins so motioned, Mr. Shaw seconded, and the Board approved the motion as recommended.

PRESIDENT'S REPORT, H. Martin Lancaster

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

- President Lancaster shared that he was very pleased with the meeting location as he felt it most appropriate and important that the SBCC members be at Isothermal CC during President Bill Lewis' last year to recognize him for the outstanding job he has done as president and the incredible partner that he has been to the System Office in so many important initiatives. He continued by thanking Dr. Lewis and his staff for a very successful retreat and SBCC meeting and Dr. Lewis for a wonderful career as president, as one of the presidents with whom the System Office worked most closely, and as one who could be counted on when the need arose.
- Matt Meyer has been named director of the BioNetwork. He formerly worked at Asheville-Buncombe Technical CC and most recently led a consortium of workforce development interests in the Richmond area.
- The System Office recently held their Employee Appreciation Luncheon. Annual service awards were presented along with the President's Awards. Elizabeth Brown was the recipient in the Managerial and Professional Category and Karen O'Neal was the winner in the Technical and Support Staff Category. This occasion also closed our State Employees Combined Campaign chaired by Chancy Kapp that yielded generous staff pledges of \$24,344, an increase of 4.3% over last year's contributions.
- The President attended a meeting with the senior staff of the Emerging Issues Institute to discuss next year's Emerging Issues Forum that will focus on higher education. At the kickoff for the Forum hosted by Governor Hunt and attended by the President, Chairman of the Spellings Commission on Higher Education Charles Miller spoke about the need to increase accessibility, accountability, and affordability in higher education.
- A trip to Northern Ireland enabled the President to meet with the senior leadership of the University of Ulster to further refine two degree completion program to our graduates via distance learning in social science and environmental science. Additionally he was able to continue his work with the Department of Employment and Learning and visited the Newry Institute, one of their Colleges of Further Education, and the Greenmount campus of the College of Agriculture, Food, and Rural Enterprise that is very interested in our BioNetwork program.
- Following President Lancaster's return from Northern Ireland, he attended the 2006 NCCCS Conference co-hosted by the Association of Community College Instructional Administrators and Guilford Technical CC that was incredibly successful, beneficial, provided a great opportunity for staff to learn and network with constituents from throughout the System, and included open dialogue between UNC President Erskin

Bowles, President Lancaster, and conference participants that many said was the highlight of the event. President Bowles reaffirmed his strong commitment to a seamless education system and a close relationship with NCCCS.

- The President attended meetings with Wayne CC and Fayetteville Technical CC related to their presidential searches.
- President Lancaster hosted the NC Citizens for Business and Industry (NCCBI) breakfast where the strong relationship between NCCCS and NCCBI was discussed along with future System programs and future challenges that each face. A dynamic young man, Lew Ebert, is their new CEO and will do a great job leading that organization.
- President Bowles hosted a meeting with Dr. Tony Zeiss, Central Piedmont CC President, Dr. Philip DuBois, Chancellor of UNC-Charlotte, and President Lancaster where the discussion centered on the motor sports industry in NC.

CHAIR'S CLOSING REMARKS, Hilda Pinnix-Ragland, SBCC Chair

- SBCC members were encouraged to read the October issue of North Carolina (with the cover story *Higher Education's Two Leaders-Partners in Progress*). Referencing the wonderful articles in the magazine about the UNC System and NCCCS that are reflective of the ongoing collaboration, accomplishments, and challenges of the two systems, she said, "We truly have a seamless partnership with the University System, with President Bowles and President Lancaster, and this sends a very positive message for education."
- The Chair thanked SBCC members for their active participation, for their focus on this year's new strategy during the retreat the included great information for them to digest. She added that "It is important that members not only hear it but do something about it. Reflecting on this week, whether we think about the state of education, the auditor's prospective, the nursing prospective, or the budget procedures, we realize that we have a lot at stake for us, and more importantly for our students and the future for the State."
- She thanked and complimented Dr. Lewis, Glenda Scruggs, all of the Isothermal CC staff, who did an outstanding job of planning and welcoming the SBCC to the campus at Isothermal and Mr. Sullins and others from the System Office for their assistance in coordinating the meeting.

DATES OF NEXT MEETING

November 16, 2006 (Beginning at 8 a.m.) Ethics Training, Special SBCC Strategy Session, Issues Luncheon, and Committee Meetings 200 West Jones Street, Raleigh, NC

November 17, 2006 SBCC Meeting, 200 West Jones Street, Raleigh, NC
Day of Recognition Awards Luncheon, RBC Center, 1400 Edwards Mill Road, Raleigh, NC

OTHER BUSINESS ITEMS/COMMENTS

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

ADJOURNMENT

On a motion by Mr. Middlesworth, seconded by Mr. Shaw, and approved by the Board, the meeting adjourned at 11 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.