



Approved  
July 20, 2007

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***Preparing North Carolina's World-Class Work Force***

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

**May 18, 2007  
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  
Estell Lee Harrelson  
Anne-Marie Knighton

Chester P. Middlesworth  
Treasurer Richard Moore  
Represented by Pam Wortham  
Bently C. Pagura  
Lt. Governor Beverly Perdue  
Represented by Mike Arnold  
John Shaw, Jr.  
B. Joanne Steiner  
Norma Turnage  
Herbert L. Watkins

The following members were unable to attend: Raichelle Glover and Sandra L. Hayes.

**SUMMARY OF THE CHAIR'S OPENING REMARKS**

- Congratulations were extended to Mrs. Estell Lee Harrelson on her recent marriage, and to Mr. Greenwood who was reappointed to serve a second term on the SBCC by the Senate.
- Mr. Tom Houlihan, whose appointment to the SBCC is effective July 2007, was welcomed to the meeting. He was appointed by the House to fill the position vacated by Mr. Norman, and comes with a wealth of worldly education knowledge.
- Members were asked to advise Mr. Sullins or Mary if they wished to attend the NCACCT Annual Convention. The registration information was included in the notebook pockets.
- A heads-up was given on the probable need for a June telephonic meeting.
- Members were advised of the ethical requirements for those who serve as public servants and were requested to identify any conflicts of interest present. Mr. Greenwood stated that he had a client that is one of the firms that is a candidate to conduct the Presidential Search, and will abstain from any discussion related to that item. The Chair asked that the record reflect the conflict of interest identified accordingly.

- Statements of Economic Interests are due on Tuesday. Any members who had not complied were encouraged to go ahead and do so in order to avoid the \$250 penalty.

### **APPROVAL OF MINUTES**

Mr. Middlesworth moved to approve the minutes of the SBCC meeting held April 20, 2007, with corrections to a word change (the to that) on page 6 and the insertion of three commas. Mr. Ford seconded the motion, and the minutes were approved by the Board as corrected.

### **CHANGES IN AND APPROVAL OF AGENDA**

The Board suspended the rules and approved amending the agenda based upon Committee recommendations as follows. Dr. Fountain moved to add Attachment Pol. 4 “Administrative Code – Student Refunds” to the agenda for Action, and Mr. Shaw seconded the motion. Dr. Fountain made a motion to move Attachment Pol. 2 from Future Action to Action, and Mr. Watkins seconded the motion. Mrs. Turnage moved and Mr. Middlesworth seconded to move Attachments Prog. 5, 6, and 7 from Future Action to Action. The Chair granted a request by Mr. Watkins to move the report of the Presidential Search Committee to precede that of the Financial and Capital Needs Committee. Mr. Watkins moved and Mr. Shaw seconded to add Attachment FC-30 “Consultant Services for Presidential Search” to the agenda for Action.

Dr. Greene moved, Dr. Fountain seconded, and the Board approved the agenda as amended.

### **APPROVAL OF THE CONSENT AGENDA**

Dr. Fountain moved, Mrs. Harrelson seconded, and the consent agenda was approved. The consent agenda included the items that follow.

#### **POLICY COMMITTEE, Dr. Stuart Fountain, Chair**

##### Approval of Proprietary Schools Licenses

Dr. Fountain moved, Mr. Ford seconded, and the Board approved a motion to licensure Serenity Nurse Aide Academy in Charlotte and Eastern College in Raleigh as outlined in Attachment Pol. 3.

#### **PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair**

##### 2007 Cooperative Innovative High School Programs (Part II)

The Board approved six colleges for designation as Cooperative Innovative High School Programs with the exemptions as outlined in Attachment Prog. 9 including Cape Fear CC, Davidson County CC, Lenoir CC, Richmond CC, Surry CC, and Wayne CC.

##### Curriculum Program Applications (NS)

The Board approved the following programs that are new to the system at the college listed on the condition that equipment funds are available to the college and operating funds generated by

the budget formula will permit the offering: Forsyth Technical CC *Magnetic Resonance Imaging* [A45xxx] and Lenoir CC *Automotive Management* [A60xxx].

Curriculum Standard, New to the System – Anthropology

The Board approved the new-to-the-System pre-major Anthropology [A1010x] under the Associate in Arts Degree at the request of the Transfer Advisory Committee.

Curriculum Standard, New to the System – Geography

The Board approved the new-to-the-System pre-major Geography [A1010x] under the Associate in Arts Degree at the request of the Transfer Advisory Committee.

Curriculum Standard Revisions

The Board approved as requested by the colleges listed revisions to the following curriculum standards: Southeastern CC *Agricultural Biotechnology* [A20110] and *Criminal Justice Technology* [A55180]; and, Wayne CC *Livestock and Poultry Technology* [A15280], *Livestock and Poultry Technology/Poultry Management* [A1528A], *Livestock and Poultry Technology/Swine Management* [A1528B].

Curriculum Program Applications (FTFA)

The Board approved the curriculum programs at the colleges listed on the condition that equipment funds are available to the college and operating funds generated by the budget formula will permit the offering: Blue Ridge CC *Criminal Justice Technology* [A55180]; Brunswick CC *Accounting* [A25100]; Forsyth Technical CC *Digital Effects and Animation Technology* [A30130]; Gaston College *Criminal Justice/Latent Evidence* [A5518A]; Guilford Technical CC *Emergency Preparedness Technology* [A55420]; Haywood CC *Financial Services* [A25330], *Medical Office Administration* [A25310], and *Office Systems Technology/Legal* [A2536A]; Piedmont CC *Criminal Justice/Latent Evidence* [A5518A]; Randolph CC *Healthcare Management Technology* [A25200]; and, Surry CC *Construction Management Technology* [A35190] and *Physical Therapist Assistant* (2 year program) [A45620]. (See Attachment Prog. 14)

Courses of Instruction to Captive/Co-opted Groups/Continuing Education

COMMUNITY COLLEGE	FACILITY	MATRIX CLASS.	COURSE NUMBER	COURSE TITLE	CONTACT HOURS
Montgomery CC	Southern Correctional Institution	4b	CAS P 3120	Integrated Software: Computer Applications (Administrative Professional Assistant Series)	90
Sampson CC	Sampson County Detention Center	**	HRD J 3001	Employability Skills (Life Skills/Employability Skills)	115
Sandhills CC	Hoke Correctional Institution	3	HRD P 3001	Employability Skills	96
Sandhills CC	McCain Correctional Hospital	2	ANS P 3011	Veterinary Assisting (Dog Obedience Basics I)	144
Wake Technical CC	Raleigh Correctional Center for Women	2	HOS P 3072	Food Service Sanitation and Safety (ServSave®)	18

Curriculum Program Applications for Captive/Co-opted Groups

The Board approved Martin CC to offer the programs listed at Bertie Correctional Institution on the condition that equipment funds are available to the college and operating funds generated by the budget formula will permit the offering: *Air Conditioning, Heating, and Refrigeration* [A35100] and *Industrial Systems Technology* [A50240]. (See Attachment Prog. 16)

Curriculum Program of Study Revisions for Captive/Co-opted Groups

The Board approved revisions as requested by the colleges listed to the programs of study that follow: Martin CC, to offer at Bertie Correctional Institution, *Computer Information Technology* [A25260] and *Electrical/Electronics Technology* [A35220]; and, Stanly CC, to offer at Albemarle Correctional Institute, *Computer Engineering Technology (Certificate)* [C40160]. (See Attachment Prog. 17)

Continuing Education Master Course List – Course Approvals

The Board approved the following for placement on the Continuing Education Master Course List:

**COURSE APPROVALS**

COURSE NUMBER	COURSE TITLE	RECOMMENDED HOURS	PROGRAM AREA
BTN3150	Microbiological Staining Techniques	10	X40 Bionetwork

**FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. Herbert Watkins, Chair**

**Academic and Student Services:**

Curriculum Improvement Projects (CIP) for 2007-2008 - Request for Funding

The Board approved the allocation of second year funding in the amount of \$125,000 per college from State Board Reserve funds for the renewal of grants to Forsyth Technical CC and Wake Technical CC for CIP projects in *Early Childhood Education* [A55220] and *Associate Degree Nursing* [A45100] and [A45120] respectively. The funding is for the period July 1, 2007-June 30, 2008.

**Basic Skills/Adult Basic Education:**

Basic Skills Project IDEAL – Distance Learning Grants

The Board approved continuation funding in the amount of \$190,000 for 14 cc's and 2 community based organizations to operate Basic Skills Project IDEAL Distance Learning projects for the period July 1, 2007-June 30, 2008. The funding source is federal monies from the US Department of Education (USDOE) through the Workforce Investment Act, Title II. The colleges approved include Alamance, Blue Ridge, Catawba Valley, Central Carolina, Central Piedmont, Mayland, Pitt, South-Piedmont, Surry, Tri-County, Wilkes CC's, Caldwell CC & TI, Wilson TCC, and College of The Albemarle. The community-based organizations are Literacy Council of Wake County and Reading Connections. (See Attachment FC-5)

Adult Basic Skills Professional Development Project

The Board approved funding for 2007-2008 for the NCCCS Adult Basic Skills Professional Development Project for the trainers, administrators, instructors and volunteers in Basic Skills. Funding in the amount of \$257,500 is for the period July 1, 2007-June 30, 2008, and is from the state leadership monies received through an annual grant to NCCCS from the USDOE.

Basic Skills Family Literacy Initiative

The Board approved a grant allocation request to MOTHERREAD and the NC Center for Family Literacy. The grants in the amounts of \$182,900 and \$68,900 respectively are for the period July 1, 2007-June 30, 2008. The funding source is federal monies from the USDOE's Adult Basic Education grant and is subject to availability of funds.

Service Agreement With the University of Michigan

The Board approved the continuation of a service agreement with the University of Michigan as part of a six-year distance learning research project, Project Ideal, in the amount of \$20,000 for

the period July 1, 2007-June 30, 2008. The funding source is federal monies from the USDOE's Adult Basic Education program and subject to availability of funds.

Basic Skills Pathways to Employment Programs

The Board approved allocations for eight Pathways to Employment programs in the total amount of \$310,000 for the period July 1, 2007-June 30, 2008, subject to the availability of funds. Nine colleges were included for funding in the amounts indicated on Attachment FC-9. Those colleges are: Caldwell CC & TI, College of the Albemarle, and Catawba Valley, Central Piedmont, Pitt, Sandhills, Tri-County, and Wilkes CC.

Adult Basic Education Funds for Community-Based Organizations

The Board approved \$944,300 in allocations to be distributed to 29 community-based organization grants for the period July 1, 2007-June 30, 2008. The funding source is federal monies from the US Department of Education (USDOE) through the Workforce Investment Act, Title II, and is subject to the availability of funds. See Attachment FC-10 for a list of the organizations and amounts approved for each.

Basic Skills English Literacy/Civics Projects

The Board approved funding for 20 Basic Skills programs in the total amount of \$753,800 for the period July 1, 2007-June 30, 2008, in accordance with the Basic Skills State Plan and P.L. 106-544. Funding from the US Department of Education (USDOE) through the Workforce Investment Act, Title II, will be used and approval is subject to the availability of funds. See Attachment FC-11 for a list of the programs and amounts approved for each.

Basic Skills Comprehensive Family Literacy Programs

The Board approved allocations for 11 Comprehensive Family Literacy Programs totaling \$723,900 for the period July 1, 2007-June 30, 2008. The funding source is federal monies from the US Department of Education (USDOE) through the Workforce Investment Act, Title II, and is subject to the availability of funds. Programs approved for funding include Blue Ridge, Central Piedmont, Craven, Lenoir, Martin, McDowell Technical, Sandhills, Southeastern, Wilkes CC's, Caldwell CC and TI, and the Literacy Council of Wake County. See Attachment FC-12 for the amounts approved for each.

**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 of NC for the period July 1, 2007-June 30, 2008. The agreement is not to exceed \$207,000, and the funding source is federal monies through the Workforce Investment Act of 1998 (WIA) and issued by the Division of Employment and Training (DET), NC Department of Commerce, and is contingent upon availability of funds.

Contract Agreement Between North Carolina Community College System and the Department of Health and Human Services (DHHS)- CAREER START - Food Stamp Employment and Training Program

The Board approved a contract with the DHHS for \$1,736,231 (\$1,454,767 to be allocated to the colleges to provide services outlined in the CAREER START-Food Stamp Employment and Training Program and \$281,464 for state level administration). The contract is for the period July 1, 2007-June 30, 2008, and will be funded using federal monies through the US Department of Agriculture. The allocation to the colleges requires a 50/50 match which will be paid from Continuing Education FTE formula allotments.

CAREER START – Food Stamp Employment and Training Program – Allocation to Colleges

The Board approved the allocation of the \$1,454,767 received in the contract agreement above to 26 HRD programs to provide services in the *CAREER START*-Food Stamp Employment and Training Program for the period July 1, 2007-June 30, 2008.

NC REAL Enterprises, Inc. - Contract Renewal

The Board approved a renewal contract with NC REAL Enterprises to help rural NC develop entrepreneurial talent and businesses. The contract in the amount of \$250,000 is for the period July 1, 2007-June 30, 2008. State appropriated monies will be the funding source, and approval is contingent upon legislative approval.

**Economic and Workforce Development:**

Renewal of BioNetwork Airport Display Contract with the City of Charlotte for Displays at Charlotte Douglas International Airport

The Board approved a contract in the amount of \$63,000 with the City of Charlotte for NCCCS BioNetwork displays at the Charlotte Douglas International Airport. The contract is for the period June 1, 2007-May 31, 2008, and will be funded from state appropriations for the BioNetwork marketing budget.

Renewal of BioNetwork Airport Display Contract with Interspace for Displays at Raleigh Durham International Airport

The Board approved a contract in the amount of \$25,140 with Interspace for NCCCS BioNetwork displays at the Raleigh-Durham International Airport. The contract is for the period July 1, 2007-June 30, 2008, and will be funded from state appropriations for the BioNetwork marketing budget.

**Business and Finance:**

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

The Board approved a renewal contract with Blue Ridge CC to assist colleges in fulfilling state and federal requirements for environmental, safety, and health compliance programs. The contract will not exceed \$215,250, and is for the period July 1, 2007-June 30, 2008. Funding will be held from the state allocations to the 58 colleges.

Two Percent Transfer Restriction

The Board approved the *Budget Flexibility Transfer Percentages for FY 2006-07 Established by SB 1741*, the *NCCCS Curriculum and Noncurriculum Salary and Fringe Benefits Allowable Two Percent Transfer Totals for May 2007*, and transfer requests from Caldwell CC and TI, Gaston College, and Johnston CC as outlined in Attachment FC-20.

Construction/Property/Bond Authorization Report

The Board approved the *Construction and Property Report* including one project approval each for Davidson CC, Gaston College, Mayland CC, Robeson CC, Southwestern CC, and Western Piedmont CC; two each for Caldwell CC and TI and Forsyth Technical CC; and three each for Guilford Technical CC and Sandhills CC; acquisition of property by Cape Fear CC, Carteret CC (two acquisitions), and acquisition and lease of property by Mitchell CC. The Board also approved the *Bond Authorization Report* as of May 18, 2007. (See Attachment FC-21)

**Administration:**

Online Help Desk—Blackboard Course Management System Upgrade (Contract Renewal)

The Board approved the second year of a two-year contract with BLACKBOARD, INC. to provide Online Help Desk services to all online learners in the NCCCS. The contract in the amount of \$600,000 is for the period July 1, 2007-June 30, 2008. State appropriations will be the funding source.

Enterprise Course Management System Contract—Blackboard Learning System Level II Upgrade (Contract Renewal and Amendment)

The Board approved to renew the second year of a two-year contract for uniform pricing with BLACKBOARD, INC to provide BLACKBOARD Enterprise Course Management System software to the VLC and 55 of the NCCCS colleges and to approve an amendment to transfer the Blackboard license from Pamlico CC to Randolph CC. The contract is for the period July 1, 2007-June 30, 2008, and a copy of the uniform pricing schedule is included in Attachment FC-23. The contract will not exceed \$1,370,850 which will be paid from State appropriated monies. Any services beyond the scope of the BLACKBOARD Learning System used by the colleges will be invoiced to them annually.

Integrated Library System Services Agreement—(Services Agreement Renewal)

The Board approved to renew the annual integrated library system services agreement with Sirsi, Inc. for the Unicorn Academe Library System used by 45 NCCCS colleges. The contract in the amount of \$225,605 is for the period July 1, 2007-June 30, 2008, and will be funded using state appropriated monies.

SOLINET Contract (Services Agreement Renewal)

The Board approved a contract to continue the support services provided by OCLC and its regional distributor Southeastern Library Network (SOLINET) for the second and final year of a contract. The contract is not to exceed \$88,842, and is for the period July 1, 2007-June 30, 2008. State appropriated funding will be from the Learning Technology Systems annual budget.

**Information Systems:**

Contractual Services—Project Management Services—Extend ITS Memorandum of Understanding

The Board approved an extension of the MOU with the State Information Technology Services for short-term project management services. The contract is for the period July 1-September 30, 2007, and is not to exceed \$41,232. State appropriated funding for the projects to be supported and from the proposed project manager position will be the source of funding.

CIS Training Center Contracts for 2007-08 (College Information Systems Project)

The Board approved contracts with Central Piedmont CC and Wayne CC to serve as CIS Application Training Centers, Wake TCC as a CIS Application and Technical Training Center, and Guilford TCC as a CIS Technical Training Center. The contracts totaling \$790,252 are for the period July 1, 2007-June 30, 2008. Funding is from the Management Information System appropriation.

**REPORTS/PRESENTATIONS**

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

- Dr. Reichard introduced Dr. Pat Skinner, President of Gaston College and President-Elect of NCACCP who will be reporting to the SBCC next year. He also welcomed Dr. Tom Houlihan, who was “trained at Johnston CC” when he served as a trustee there.
- NCACCP is very concerned about the budget. The House budget is terrible for our institutions and will not allow us to offer the services needed, and we expected that the House version would build on the Governor’s recommendation; however, it is the opposite.

He reiterated that as a System, we need to pull out all stops to improve the situation or we will be in dire straits next year.

- The NCACCP Spring Meeting held at Sandhills resulted in several recommendations. The Finance Committee approved wrapping the Academic Support Supplement into the formula. Discussion related to the possibility of money granted for one counselor at each college yielded the recommendation that it be apportioned on FTE rather than one per college. A caveat is that NCACCP would study/revisit the question of the number of staff it would take to open the doors to start a community college with 2,500 FTE. It would be helpful to determine how much staff is required based on a base budget formula versus a pure FTE basis. A change to the library book formula was approved.
- Committee reports indicated that the Legislative Committee has been very busy with many different bills including supporting a change in the school calendar and changing two of the obstacles in the lateral entry program that have prevented many NCCCS colleges from offering the program. The Program Services Committee recommended and the NCACCP agreed that the president of an institution proposing to start a new program where the service area goes beyond their current service area will place a courtesy call to the president of the colleges that will be impacted prior to sending out the initial memo indicating interest. Committees also voiced concerns and the NCACCP is painfully aware of the requirements of the *Learn and Earn* initiative from the Governor, but institutions will do their very best to live up to the Governor's expectations.
- NCACCP Treasurer Frank Sells will serve on the Accountability and Audit Committee.

#### **NC Association of Community College Trustees, Ms. Helen Newsome, President**

- Ms. Newsome sent her regrets that she was not able to be at the meeting but hopes to be with the SBCC next year on a regular basis.
- The NCACCT Search Committee reported they are actively seeking Ms. Dowdy's successor and will interview the two candidates on Sunday evening. They will then select one of those candidates as the new NCACCT Executive Director.
- Lieutenant Governor Beverly Perdue will be one of the luncheon speakers during the NCACCT Annual Convention on June 15. Invitations were sent to members and it is hoped that you will be able to attend at least part of the meeting.
- In closing, Ms. Dowdy said, "This will be my last meeting with you and I want to let you know that it has been a wonderful, wonderful experience. As all of you probably know, I started at a very young age with the State Board of Education during the time that the Community College System was being organized, and I have been a part of it in some way ever since, so this will be like walking away from family....and I thank you for the memories."

#### **Resolution Honoring Ms. Helen B. Dowdy**

Dr. Fountain asked for a personal point of privilege and on behalf of the Policy Committee's recommendation, moved to approve a resolution honoring Mrs. Helen Dowdy, one of the founder's of the community college system. Mr. Watkins seconded the motion, and the Board unanimously approved resolution as follows:

## A Resolution Honoring

*Helen B. Dowdy*

For Her Years of Service to the  
North Carolina Community College System

WHEREAS, the State Board of Community Colleges takes tremendous pride in the outstanding qualities and dedication of North Carolina citizens who have served North Carolina's community colleges; and

WHEREAS, Helen B. Dowdy has steadfastly reflected these attributes in an outstanding manner during 48 years of service to the North Carolina Community College System in various capacities, which began even before the Department of Community Colleges was officially created; and

WHEREAS, Helen B. Dowdy, assistant to Dr. I.E. Ready at the North Carolina Department of Curriculum Study and Research, worked with Ready and others in the development of the study which paved the way for the establishment of the system; and

WHEREAS, Helen B. Dowdy as the administrative assistant to I. E. Ready, the founding head of the then fledgling Community College System, had a career that stretched from the blueprint stage of the system through final construction of the 58<sup>th</sup> campus of the North Carolina Community College System. During that time she literally worked at the side of every president of the system until her retirement from the NCCCS in 1992; and

WHEREAS, Helen B. Dowdy, as administrative assistant to each president, possessed a knowledge and sense of history that proved invaluable; and

WHEREAS Helen B. Dowdy also served as the Special Assistant to the President for Board Affairs and in that capacity was primary liaison between the State Board of Community Colleges and the local trustees; and

WHEREAS, Helen B. Dowdy continued her service to North Carolina's community colleges after her retirement from the System Office as the

Executive Director of the North Carolina Association of Community College Trustees, the organization responsible for providing important education opportunities for trustees. As Executive Director, Ms. Dowdy has served as liaison between the State Board and the NCACCT, as well as with other agencies and organizations affiliated with community colleges. She was recognized for her significant contributions with the presentation of the prestigious I.E Ready Award;

NOW, THEREFORE BE IT RESOLVED:

That the State Board of Community Colleges expresses its esteem and gratitude to Helen B. Dowdy for her dedication, her life-long commitment to public education, and her service to the people and corporate citizenry of North Carolina.

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Hilda Pinnix-Ragland, Chair  
State Board of Community Colleges

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H. Martin Lancaster, President  
North Carolina Community College System

This 18th Day of May, 2007

**N4CSGA, Mr. Bently Pagura, President**

- N4CSGA has been working on legislative initiatives over the past month. President Pagura and the secretary came to Raleigh to talk with legislators but were unable to do so. They also did do a large e-mail and telephone campaign contacting the legislators, and encouraging other SGA presidents and their board members to try to get in touch with their representation about the budget. They are hoping to get something set up for Friday in the near future to get as many of the students possible to come to Raleigh to meet with the legislators if logistically possible.
- Vacant seats remain on the N4CSGA Executive Board but they hope they will be filled shortly after the bonding session that will be held at Peace College June 3-6. They will have a workshop that will concentrate on educating the board members on speaking with legislators, lobbying, etc. This workshop topic, being presented for the first time, will assist the N4CSGA with one of their initiatives for the coming year of increasing the contact with members of the Legislature about the needs of the students and the community college system.
- SBCC members were asked to notify Mr. Pagura of any topics that they wish to see the N4CSGA take on over the next year so that it can be discussed at the bonding session.
- Mr. Pagura said that recent conversations with N4CSGA presidents at the individual colleges and members of their Executive Board indicate next year will be challenging as students incur tuition increases. Because of this, he has found them very receptive to assisting in getting their message relayed to the Legislature. Suggestions were welcomed for other ways that SBCC members feel the Association could be more effective,

- Ms. Pinnix-Ragland thanked Mr. Pagura for the legislative efforts of the N4CSGA.

## **REGULAR AGENDA**

### **POLICY COMMITTEE, Dr. Stuart Fountain, Chair**

#### **For Future Action**

The Board received the following for consideration of future action:

##### Independent Comprehensive Articulation Agreement

The proposed Independent Comprehensive Articulation Agreement between Signatory Institutions of the NC Independent Colleges and Universities and the NCCCS was provided to the Board. The agreement, approved by the Independent Transfer Advisory Committee on January 26, 2007, should be brought to the SBCC for approval at the next regular meeting. The agreement is comparable to the Comprehensive Articulation Agreement that now exists between the University of North Carolina and NCCCS. (See Attachment Pol. 1)

#### **For Action**

##### Renewal of Proprietary Schools for Licensure

Dr. Fountain moved, Mr. Ford seconded, and the Board approved to renew the licenses of 45 proprietary schools for the period July 1, 2007-June 30, 2008, as outlined in Attachment Pol. 2.

##### Administrative Code – 23 NCAC 03A.0113 Student Refund

Dr. Fountain and David Sullivan, NCCCS General Counsel, apprised the Board that Attachment Pol. 4, a request to amend the NC Administrative Code to adopt the proposed language for 23 NCAC 03A.0113 Student Refund, was brought before them after much discussion with the Rules Review Commission. While the text presented is not as it was hoped it would be, failure to adopt it would result in the loss of the Rule altogether. Counsel for the Rules Review Commission believes that the refund equates to a fee for which the Board has no statutory authority to impose. Attempts to get a different ruling that the refund does not constitute a “fee” have been in vain even though an opinion issued by the Attorney General supported this and further stated that the Board does have the authority to adopt such a Rule. Therefore, the Committee recommended approving the Rule as presented in this attachment to avoid the loss of the Rule. Dr. Fountain so moved, Dr. Greene seconded, and the text as presented in Attachment Pol. 4 was adopted by the Board.

### **PROGRAM SERVICES COMMITTEE, Norma B. Turnage, Chair**

#### **For Information**

The Board received the following for information:

##### Special Application Approvals by System President

The President approved College of the Albemarle and Martin CC to offer *Lateral Entry (Certificate)* [C55430].

Special Termination Approvals by System President

The President granted a request from Craven CC to terminate *Business Administration /Marketing and Retailing* [A2512F].

Special Curriculum Standard Revisions as a result of CRC Action

The following curriculum have been revised to reflect core course revisions made by the CRC on March 21, 2007, and approved by the Vice President of Academic and Student Services: *Architectural Technology* [A40100], *Civil Engineering Technology* [A40140], *Human Services Technology* [A45380], *Human Services Technology/Developmental Disabilities* [A4538A], *Human Services Technology/Gerontology* [A4538B], *Human Services Technology/Mental Health* [A4538C], *Human Services Technology/Social Services* [A4538D], *Human Services Technology/Substance Abuse* [A4538E], *Mechanical Engineering Technology* [A40320], *Medical Dosimetry* [D45450], *Speech-Language Pathology Assistant* [A45730], *Surgical Technology* [A45740], and *Surveying Technology* [A40380] .

**For Future Action**

The Board received the following for consideration of future action:

Curriculum Program Applications (NS)

The Board will be asked to approve the new-to-the-system curriculum program 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 offering without any special allocation of funds: Cape Fear and Carteret CC's *Boat Manufacture and Service (Diploma)* [Dxxxxx].

Curriculum Standard Revision- Requests from Various Colleges

The Board will be asked to approve revisions to the following curriculum standards as requested by the colleges listed: Fayetteville TCC *Central Sterile Processing (Diploma)* [D45180]; Johnston CC *Early Childhood Education* [A55220], *Early Childhood Education/Special Education* [A5522A], *Early Childhood Education/Teacher Associate* [A5522B], *Infant/Toddler Certificate* [C55290]; and, Stanly CC *Biomedical Equipment Technology* [A50100]. (See Attachment Prog. 8)

**For Action**

Curriculum Standard, New to the System; Curriculum Standard, Editorial Revision; and Curriculum Standard Revision- Request of NCCCS SO

Ms. Turnage advised that Attachments Prog. 5, 6, and 7 were routine in nature and were in order. She then moved, Dr. Greene seconded, and the Board approved those attachments in a single motion. The approval included a new-to the system curriculum standard requested by Cape Fear CC *Real Estate Licensing (Certificate)* [C25xxx], editorial revision to the curriculum standard for *Barbering (Diploma)* [D55110] requested by Central Carolina CC, and revision to *Food Service Technology (Diploma)* [D55250] as requested by the NCCC System Office.

**PRESIDENTIAL SEARCH COMMITTEE, Mr. Herbert L. Watkins, Chair**

Mr. Watkins reported that the committee met twice and created a search profile and draft of the job description to be presented to the consultant to create the final description used for the search and interviewed and selected a search consultant. Two of six consultants

who submitted RFP's were selected for interview, final review, and decision including Hockaday-Hunter & Associates and Gold Hill & Associates. Gold Hill & Associates was selected as the consultant by the Committee. During the interview process it was determined that the search will take approximately 5-6 months and both firms stated that the structure of the search to find a candidate that would first sit for six months as the Chief Operating Officer is high risk to finding the most capable and competent candidate to fill the job. It could be a serious delimiter as the qualities of the president and the chief operating officer are different in that a president must excel in visionary leadership and a chief operating officer must possess high managerial, communication, and detail skills. The committee discussed the constraints of the structure and asked that the SBCC re-task the committee to enable flexibility. Mr. Watkins then moved to revise the mission of the Presidential Search Committee to be flexible on the issue regarding the president/president-elect requirement that the candidate sit for a period as chief operating officer, and Mrs. Turnage seconded. During discussion, Mr. Watkins explained that they would continue to explore the option and it would not change the timeline but would change the quantity and quality of candidates that would be available for consideration. It was also discussed that a lapse in time now exists from Mr. Williams' scheduled retirement date and the six month timeline indicated necessary by the consultant; however, the Search Committee was urged not to compromise the integrity process because of internal schedule issues. This secondary problem will have to be addressed by the Board. The Board approved to grant the committee the flexibility it requested.

## **FINANCIAL AND CAPITAL NEEDS COMMITTEE, Herbert Watkins, Chair**

### **For Action**

#### Consultant Services for a Presidential Search

Following Mr. Greenwood's abstaining from the discussion and vote of this item, Mr. Watkins moved to approve a contract with Gold Hill & Associates to assist with the search for a new president elect and chief operating officer for an amount not to exceed \$47,000 effective the date of the award through March 30, 2008. Given the amendment to the task, Mr. Watkins also included in the motion that the Board empower the Presidential Search Committee to execute this contract under the terms consistent with the flexibility provided permitting the Committee to work with staff to make sure wording is consistent with the intent and execute it as such. This inclusion was seconded by Ms. Knighton, and the Board approved the contract. (Attachment FC-30)

### **For Information**

The Board received the following for information:

#### Estimated Receipts

The Board received the Estimated Tuition and Fees Collected Through April 30, 2007 Report that indicated \$152,808,579 collected, and \$16,958,125 remaining uncollected for the fiscal year 2006-07.

2007 Budget Update

The Board received an analysis of the House Subcommittee Report as outlined in Attachment FC-2.

CIS Project Discussion and Implementation Update

The update was on Attachment FC-27 “Software Annual Maintenance and Support Services Agreement –Datatel- New Contract (College Information Systems Project)” that is further described under for action.

**For Action**

**Administration:**

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

Mr. Watkins moved, Ms. Harrelson seconded, and the Board approved the motion for two additional allocations to be funded through the UNC/NCCCS 2+2 E-Learning Initiative Funds (State appropriated) as indicated in Attachment FC-26 Attachment A and Attachment B and as follows:

Attachment A - Open Source Collaboration: Moodle Pilot: A new contract in the amount of \$170,000 for equipment and installation cost with the UNC General Administration to establish a joint Systems open source (software) collaboration, a research initiative investigating the scalability and only teaching and learning academic capabilities of the Moodle enterprise course management system (E-CMS). This gives colleges a choice of the Moodle or Blackboard course management system.

Attachment B - Project Management Services: A modification to a MOU to extend it from the original ending date of June 30, 2007, for project management services for the LOR project at a cost of \$20,000 for 20 hours per week for the period July 1-September 30, 2007.

**Information Systems:**

Software Annual Maintenance and Support Services Agreement –Datatel- New Contract (College Information Systems Project)

Mr. Watkins moved, Mr. Ford seconded, and the Board approved a new contract with Datatel, Inc. for software maintenance and support services for the Datatel and third-party software required by the CIS Project during the period from July 1, 2007-June 30, 2008. The contract in the amount of \$5,016,659 will be funded from the Management Information System (MIS) state appropriation. (See Attachment FC-27)

**PERSONNEL COMMITTEE, Linwood Powell, Chair**

**For Action**

President of Isothermal Community College

On a motion by Dr. Powell, seconded by Mr. Shaw, Dr. Myra Johnson was approved as the next president of Isothermal CC. Dr. Warren J. Carson, Chairman of the Isothermal CC Board of Trustees, introduced Dr. Johnson to the SBCC. Dr. Johnson thanked the Isothermal CC Board of Trustees and the SBCC for their vote of confidence “as we look for opportunities to improve life through learning for the communities that we serve.” Dr. Johnson’s appointment will be effective July 1, 2007.

Dr. Powell moved, Dr. Fountain seconded, and the Board convened in closed session to discuss personnel issues. The Board reconvened in open session.

Interim President of Blue Ridge CC

Dr. Powell moved, Mr. Ford seconded, and the Board approved Dr. Molly A. Parkhill as Interim President of Blue Ridge CC effective June 4, 2007 to serve until a president is selected.

**For Information**

June Telephonic Meeting

There are strong indications that there will be a need to call a meeting on June 15, 2007, at 9 a.m. to approve one or more presidents.

**ACCOUNTABILITY AND AUDIT COMMITTEE, Mr. John Q. Shaw, Jr., Chair**

**For Information**

Committee Update

The second committee meeting was held on May 17. Very little can be done until the State guidelines are received, but the SO staff had been asked to assist in drafting a charter and it was reviewed. After further review, it will probably be brought back to you at the July meeting for approval. It may need to be amended once the State mandate is received; however, any changes necessary will be made and it will again be presented to the Committee and Board for approval of the changes. There are several bills floating in House and Senate that would create a real problem in this area; however, staff will be following that and we will try to keep you informed of potential problems.

Ms. Pinnix-Ragland added that SBCC members are appreciative of the audit reports they are receiving. She brought to member's attention a recent report that included an exception of which they would definitely want to be aware, and encouraged timely review of these reports to remain current on any audit issues.

**NOMINATING COMMITTEE, Dr. Robert H. "Bob" Greene, Chair**

Dr. Greene reported that the committee made up of Mrs. Harrelson, Ms. Steiner, and himself had looked at the leadership of the past two years and believed those in office had done a marvelous job. With the coming of a new president, they would like to see that same leadership continued over the next two years. Therefore, the Committee recommended the nomination of Ms. Pinnix-Ragland as Chair and Dr. Powell as Vice Chair, and reported they had received appropriate notification from each of them indicating their willingness to serve if elected on July 20.

**NEW BUSINESS**

Chair Pinnix-Ragland called for any new business; however, none was heard.

**PRESIDENT'S REPORT, H. Martin Lancaster**

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

- The President stated that while included in his report, he felt that a more extensive discussion of the legislative session would be appropriate so that members would understand the depth of our disappointment with the House budget and concerns about the Senate budget under consideration. Each subcommittee was allocated a portion of the anticipated revenues. Our portion of the education budget has historically been 8%. Applying that ratio resulted in availability for community college expansion of \$6.8 million, a very low figure, and a figure that when reduced to include all of the Governor's infrastructure for Earn and Learn OnLine, a priority of the Governor, left almost nothing for SBCC priorities with none receiving significant funding. In discussions with legislative leadership and legislative staff, we were informed that in order to get anything with regard to SBCC priorities, additional availability of funds would have to be found. \$8.7 million in additional availability was negotiated through a modest tuition increase and the loss of a faculty salary adjustment fund. However, we feel that we received only a small percentage of those revenues back, but members of the Legislature disagree with that assessment. We did get non-recurring money for faculty that we had not asked for, and the amount of capital they give us can be used to help only a few colleges. The House budget does very little to fund the SBCC priorities and we are now working with the Senate. If the two taxes are allowed to expire on July 1, 2007, an additional \$3-4 million in availability is lost, then the amount the Senate has for us will be less than included in the House version of the budget. That is why it is critically important that each of you contact any legislator you know and say that we have not been dealt with fairly, and we simply have to have additional funds for: (1) Allied Health; (2) for counselors for student success as the \$600,000 included will hire only 9.7 counselors for the entire system or 1/6 of a counselor on each campus; and, for Economic and Workforce Development which we had asked for an additional \$7 million for technical and vocational programs and have received \$0 thus far. This is an incredibly disappointing budget, and time for us to be more aggressive in pursuing the needs of the System. We have been getting 8% of the education budget for more than 30 years during a time when community colleges have assumed more and more responsibility. There has been an increase of 35% or more in college transfer, a mission that was not a part of our original mission, yet is increasingly important for the education of our citizens who cannot afford the tuition in public and private four-year institutions and come to us as their only opportunity for that degree. We have assumed an incredibly intense and large burden in reeducating the workforce of this State, transitioning from low-waged, low-skilled traditional industry to high-waged, high-skilled industry and services, but have not received the funding for that. We train about 80% of the Allied Health workforce, the most expensive curriculum offered, but have not received additional help to meet that burden. The Legislature must be convinced in the next biennial session of the importance of our needs and realize that 8% of the total education budget is not an equitable distribution of the educational dollar considering our mission and what is expected of us. That percentage simply must be increased and is the highest priority for the SBCC and the

new president. We will need to work with the Senate and Conference Committee to increase funding for our priorities.

- President Lancaster attended the Academic Excellence Luncheon which honors outstanding students from all of our colleges. Marti Curtis from Beaufort County CC, Angela Robinson from Montgomery CC, and Christian Conway from Southwestern CC are the students who spoke at the luncheon, and two Jack Kent Cooke Scholarship recipients, Andrew McAllister of Southwestern CC and Adam Lance of Blue Ridge CC, were also recognized. USA Today recognizes an All-USA Academic Team and three North Carolina community college students placed on this Team: Sharon Smith and Wendy Gade from Asheville-Buncombe Technical CC and Robin Potawsky of Catawba Valley CC, and were recognized as well. The luncheon is a product of the NCACCP, and they are to be commended for hosting this annual event.
- President Lancaster is representing the presidents and participated in the National Commission on the Community College funded by the College Board. The Commission is looking at the mission and needs of community colleges nationally.
- Dr. Ben Fountain, the second president of the System, received the John Tyler Caldwell Humanities Award from the NC Humanities Council at a ceremony held at Wake Technical CC which the President attended.
- The Public School Forum Executive Committee met in May to discuss a number of initiatives which included a massive bond referendum; however, community colleges and universities had not been included in the coalition talks. It has been reported that this referendum would absorb all of the available debt servicing funding for 10 years making it difficult to support since higher education institutions had been left out of the discussion and participation is questionable.
- Western Carolina University has announced the Western 2Step program that will allow community college graduates to transfer to Western Carolina in their major as full-fledged juniors and to graduate within two years. This is an initiative that we hope will be emulated throughout the UNC System.
- Dr. Betty Adams and President Lancaster participated in the UNC Tomorrow Commission that will assist UNC and the Board of Governors in their long-range plans for the University System.
- The President announced that the System was presented s prestigious award, the Crystal Globe Award for the Outstanding Workforce Development Program, at the National ACT WorkKeys Conference in New Orleans for its creating and implementing the Career Readiness Certification.
- This is a happy time of year for our System as graduates receive their certificates, diplomas, and degrees. Chair Pinnix-Ragland, Dr. Parker, Dr. Whitfield, and Dr. Williams, Mr. Whitehurst, Mr. Briggs, and President Lancaster have participated in graduation exercises at various community colleges throughout the NCCCS.
- The President challenged all board members to come to the Legislature or contact legislators to seek support of our budget priorities.

#### **SUMMARY OF CHAIR PINNIX-RAGLAND'S CLOSING REMARKS**

- A resolution will be introduced in the House and the Senate next Tuesday to honor the late Dr. Dallas Herring and an e-mail has been sent to you that includes details.

- Our next official meeting date is July 19-20; however, please expect a telephonic meeting on June 15 at 9 a.m.
- Dr. Greene, joined by other SBCC members, applauded Chair Pinnix-Ragland and Dr. Powell for their leadership during the past year.

**ADJOURNMENT**

Dr. Fountain moved, Mrs. Harrelson seconded, and the Board approved to adjourn the meeting at 11:07 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.