



Preparing North Carolina's World-Class Work Force

**State Board of Community Colleges
Caldwell Community College and Technical Institute
Watauga Campus, Instructional Facility
294 Community College Drive, Boone, NC 28607**

**July 18, 2008
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. She welcomed those in attendance. The following members were present:

Hilda Pinnix-Ragland, Chair
Linwood Powell, Vice Chair
Jimmie E. Ford
Stuart B. Fountain
Bob H. Greene
Gordon "Buddy" Greenwood
Thomas Houlihan
Anne-Marie Knighton

Edwin H. "Eddie" Madden, Jr.
Chester P. Middlesworth
Treasurer Richard Moore
Represented by Pam Wortham
B. Joanne Steiner
Norma B. Turnage
Herbert L. Watkins

James W. Daniels, Raichelle Glover, Lt. Governor Beverly Perdue, and Allen Wellons were absent.

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

The Chair advised members of the ethical requirements for those who serve as public servants and requested they identify any conflicts or potential conflicts of interest present. None were identified.

WELCOME

On behalf of Caldwell CC and TI and the Board of Trustees, Dr. Ken Boham, President, welcomed the State Board to the Watauga Campus and to the area. He shared that while members had seen a great campus, he encouraged them to return to tour the Caldwell Campus in Hudson that was even better. Chair Pinnix-Ragland thanked Caldwell CC and TI and their Board for hosting the July SBCC meeting.

APPROVAL OF THE MINUTES

Mr. Middlesworth moved to approve the minutes of the June 20, 2008, SBCC meeting. Ms. Steiner seconded the motion, and the minutes were approved by the Board.

CHANGES IN AND APPROVAL OF AGENDA

The Board suspended the rules and approved amending the agenda based upon Committee recommendations with the motions presented as follows. Dr. Fountain presented a motion that was seconded by Mr. Ford to add Attachment Pol. 2 “Cape Fear Community College Request to Move from Existing Off-Campus Center.” Ms. Turnage requested to move from Future Action to Action Attachments Prog. 4 and Prog. 5. Mr. Middlesworth seconded the motion. Mr. Madden then moved for approval of the agenda, Mr. Ford seconded, and it was approved by the Board as amended.

APPROVAL OF THE CONSENT AGENDA

Dr. Fountain then moved to approve the consent agenda. The Board approved the motion that had been seconded by Mr. Greenwood, thereby approving the items that follow.

Curriculum Program Application (New to the System)

The Board approved a request for a new curriculum program, *Project Management Technology* [A25xxx] at the request of Forsyth Technical CC. (See Attachment Prog. 6)

Curriculum Standard Revisions

The Board approved revisions to *Pharmacy Technology (Diploma)* [D45580] and *Medical Office Administration* [A25310] as requested by Davidson County and Wayne CC’s, respectively. (See Attachment Prog. 7)

Curriculum Program Applications (Fast Track for Action)

The Board approved requests from Craven CC and Forsyth Technical CC to offer *Health Information Technology* [A45360] and *Landscape Gardening* [A15260], respectively. (See Attachment Prog. 8)

Continuing Education Master Course List – Course Approvals

The Board approved for addition to the Master Course List courses BTC3503, CTR3100, FIP5570, and MED3009 as further described in Attachment Prog. 9.

Courses of Instruction to Captive/Co-opted Groups

The Board approved the following course of instruction to captive/co-opted groups further described in Attachment Prog. 10:

- A. Curriculum Program of Study Revisions: Revisions as requested by Central Carolina, Johnston, Lenoir and Western Piedmont CC’s for programs D40200, C40200, D55250, and D25120, respectively.
- B. Basic Skills Courses: Course BSP P 2000 at Rowan-Cabarrus and Asheville-Buncombe Technical CC’s, and BSP J 2000 at Haywood CC .
- C. Continuing Education: ANS3410 at Bladen, HRD3001 at Wayne, CAS3070, 3050, 3020 and 3010 at Wilkes CC and a name change was noted for classes approved to be taught by Asheville-Buncombe Technical CC at the Black Mountain Correctional Center for Women which is now named Swannanoa Correctional Center for Women.

FINANCIAL AND CAPITAL NEEDS COMMITTEE

For Action

The 2008-2009 State Financial Aid Allocation Tables for Targeted Assistance (High Demand/Low Enrollment Programs) and Less Than Half-time Enrolled Students

The Board approved the 2008-2009 State financial aid allocations to the colleges per Attachment FC-3 including \$500,000 for targeted assistance and \$262,806 for less than half-time students.

2008-09 Scholarship Allocations

The Board approved the NCCCS Scholarship and Grant Allocations Report that included projected awards to the colleges totaling \$14,295,940 for FY 2008-2009 as presented in Attachment FC-4.

Allocation Request to Fund Three Regional Centers for Teaching Excellence 2008-2009

The Board approved an allocation of \$105,000 to continue support of three regional centers for teaching excellence to meet professional development needs of vocational and technical education faculty. Funding will be distributed to Fayetteville Technical, Martin, and Southwestern CC per Attachment FC-5.

2008-2009 Professional Development Activities Grants (State Leadership Activities)

The Board approved an allocation of \$197,500 for FY 2008-2009 to be distributed to the 11 professional development activities grant projects further described in Attachment FC-6.

NC REAL Enterprises (Contract Renewal)

The Board approved a renewal of a contract with NC Real Enterprises in the amount of \$250,000 for FY 2008-2009 to train educators in NC Real In-Service seminars and to teach REAL entrepreneurship. Approval is contingent upon approval of a State appropriation and approval by Purchase and Contract. (See Attachment FC-9)

Use of 2007-2008 Board Reserve Funds (Year-End Report)

The Board approved the report, *State Board Reserve Projects*, that indicated \$591,364.46 expended and an unexpended balance of \$26,572.54 for the period July 1, 2007-June 30, 2008. (See Attachment FC-10)

Construction/Property/Bond Authorization Report

The Board approved the reports, *Construction and Property* and *Bond Authorization Report*, both as of July 18, 2008. (See Attachment FC-13)

OTHER PRESENTATIONS/REPORTS

NCACCP, Dr. Patricia Skinner, President

(In the absence of Dr. Skinner, the report was given by Dr. Stephen Scott)

- The Joint Legislative Committee (NCACCP, NCACCT, NCCCS and SBCC) has met to develop a joint strategy for the 2009-2011 legislative session, and will have three subcommittees - Lobbying, Marketing and Finance - that will be working to further refine that strategy over the next two months. NCCCS staff presented a modified version of the Mississippi strategy model to a group of trustees and presidents. Appearances indicated support and a favorable response to that approach.
- The Summer NCACCP meeting will be hosted by Carteret CC next Wednesday. The agenda will feature a report on the CIS Project and a presentation by Steven Brooks of the State Education Assistance Authority, and presentations by NCCCS staff on various topics.
- NCACCP congratulated Dr. Patricia Skinner on her leadership and accomplishments during her presidency. She will report to the State Board on those in August.

NCACCT, Mr. George Regan, President

(In the absence of Mr. Regan, the report was given by Dr. Donny Hunter)

- During the NCACCT Annual Conference held June 25-26, 2008, at Research Triangle Park, the membership elected Mr. George Regan, trustee and chair at Robeson CC, as NCACCT President for 2008-2009 and approved the change to add three at-large members to their Executive Board.
- The Community College Cabinet met prior to the conference. Dr. Ralls, Mr. Briggs, and Ms. Weiner discussed the 2009 budget, and their presentation was well received and appreciated by the membership.
- The Joint Legislative Strategy Committee Dr. Scott mentioned has set a goal that NCACCT hopes will enable them to share that plan at the NCACCT Leadership Seminar on September 11, 2008.
- On behalf of the NCACCT, Dr. Hunter thanked Dr. Ralls and the SBCC for their willingness to review the process to allow the presidential selections and approvals to be handled in a shorter period of time and thanked NCACCP President Dr. Patricia Skinner for the excellent leadership during her 2007-2008 tenure.

N4CSGA

- In the absence of a N4CSGA representative, a report was not given by the N4CSGA.

STANDING COMMITTEE REPORTS

POLICY COMMITTEE, Dr. Stuart Fountain, Chair

The Board received upon the recommendation of the Policy Committee:

For Action

Initiate Rule Making to Add 23 NCAC 02C .0801 "Intercollegiate Athletics"

Dr. Fountain presented a motion to approve Attachment Pol. 1, and Ms. Steiner seconded the motion. Mr. Middlesworth asked for discussion and moved that the motion be amended by deleting in subsection (d) " , unless specifically appropriated by the North Carolina General Assembly for such purpose," with (d) now reading "State funds shall not be used to create, support, maintain, or operate an intercollegiate athletics program." Ms. Steiner seconded the amendment, and the amendment was adopted to the main motion. Dr. Fountain then moved to approve the amended motion, Mr. Middlesworth seconded and the Board unanimously approved to initiate Rule Making with the amended text.

Cape Fear Community College Request to Move from Existing Off-Campus Center

Dr. Fountain moved, Mr. Ford seconded, and the Board approved a request by Cape Fear CC to move their off-campus center from the old Topsail High School in Hampstead to a new site in Surf City and granted permission to the college to accept the 23.96 acres donated by Alston W. Burke for this new site. (See Attachment Pol. 2)

PROGRAM SERVICES COMMITTEE, Ms. Norma B. Turnage, Chair

The Board received upon the recommendation of the Program Services Committee:

For Information

General Occupational Technology (GOT) Approval by System President

The System President approved a request by Cleveland CC to offer the GOT [A55280] program. (Attachment Prog. 1)

Special Termination Approvals

Approval to terminate the curriculum programs listed in Attachment Prog. 2 was granted to the colleges listed for the program numbers listed: Davidson County CC [A40160, A50300, A5030A, C55400, and A50340], Robeson CC [A45340], and Western Piedmont CC [A2512I, D35180, and C45480].

For Future Action

Curriculum Standard Revisions

The Board will be asked to approve revisions to the following curriculum standards as requested by the colleges listed in Attachment Prog. 3 *Surgical Technology* [A45740], *Automotive Restoration Technology (Diploma)* [D60140], *Computed Tomography and Magnetic Resonance Imaging Technology* [D45200], and at the request of the Transfer Advisory Committee *Middle Grades Education* [A1011A] *Associate in Arts Pre-Major*.

For Action

2008-09 Cooperative-Innovative High School Programs Approvals (Part II)

Ms. Turnage moved, Dr. Greene seconded, and the Board approved pursuant to N.C.General Statutes the designation of 18 community colleges listed in Attachment Prog. 4 as Cooperative Innovative High School Programs, granted the exemptions listed, and authorized the signing of legal agreements and amendments related to the programs.

Addition of Program(s) to the Special Applications Approval List

The Board approved a motion presented by Ms. Turnage and seconded by Dr. Greene to add *Welding Technology* [A50420] to the list of the programs eligible to be approved on the Special Applications Approval List. (Attachment Prog. 5)

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Mr. Herbert Watkins, Chair

The Board received upon the recommendation of the Financial and Capital Needs Committee:

For Information

System Office Contract Report as of June 30, 2008

The Board received the report in Attachment FC-1 of 35 executed contracts under \$25,000 for the period January 1-June 30, 2008, approved and signed by the System President under the authority granted to him by the Board's action on August 19, 2005.

2008 Budget Update

A summary of the 2008 budget including Continuation, Expansion and Capital Budgets, and the State Board's 2008 Consensus Budget Request and actions taken, and a synopsis of all special provisions were included in the budget update in Attachment FC-2.

For Action

Service Agreement with DTI Associates, Inc., for the Student Achievement in Reading (STAR) Project

Mr. Watkins presented a motion, seconded by Mr. Greenwood, and subsequently approved by the Board to approve a service agreement with DTI Associates, Inc., for the STAR Project for the period July 21, 2008-May 31, 2009 in the amount of \$49,891. Approval is contingent on approval of Purchase and Contract. (See Attachment FC-7)

Licensure Agreement with ACT for NC Community Colleges to Become WorkKeys Solution Providers (WSP's) Assessment Sites

The Board approved a motion by Mr. Watkins and seconded by Ms. Wortham to fund a licensure agreement in the amount of \$18,500 with ACT for NC Community Colleges to become WSP's Assessment Sites for the period September 1, 2008-August 30, 2009. (See Attachment FC-8)

Request for Approval of an Installment Purchase Contract – Blue Ridge Community College

Mr. Greenwood seconded a motion by Mr. Watkins to approve a request by Blue Ridge CC to enter an installment purchase contract to purchase 228 Gateway computers to be purchase through Statewide IT Procurement Term Contract 204A. The total pay-out over the four-year financing period of \$251,287.68 and other provisions of the agreement are further described in Attachment FC -11. The motion was approved by the Board.

Approval of a Lease Agreement Between Rowan-Cabarrus Community College and Castle & Cooke Company, and Budget Allocation to Rowan-Cabarrus Community College

Mr. Watkins explained that the lease agreement in Attachment FC-12 had not yet been agreed upon; however, there was a need by Rowan-Cabarrus to have access to the allocation of funds to enter such a lease when the terms could be reached. He then presented a motion that was seconded by Mr. Greenwood and approved by the Board to table discussions around the actual approval of the lease component in Attachment FC-12. He then moved to approve an allocation for Rowan Cabarrus CC in the amount of \$3,303,564 for lease costs and operating expenses related to community college programs at the NC Research Campus in Kannapolis. Mr. Ford seconded the motion, and the allocation was approved by the Board.

Called Meeting of the Financial and Capital Needs (FCN) Committee

Mr. Watkins moved, Mr. Greenwood seconded, and the Board approved a motion to conduct a called meeting of the FCN Committee and other interested SBCC members to participate in a work session and detailed review of the proposed 2008-2009 budget. A telephonic and on-site meeting on August 14 will begin at 10 a.m. and will serve as a preface for the afternoon meeting of the FCN for their approval and presentation of the budget to the Board at the August 15 meeting.

ACCOUNTABILITY AND AUDIT COMMITTEE, Ms. Anne-Marie Knighton, Chair

On behalf of the Accountability and Audit Committee, Ms. Knighton reported there were no items that required the attention of the Board.

PERSONNEL COMMITTEE, Dr. Linwood Powell, Chair

Dr. Powell moved, Mr. Ford seconded, and the Board approved to go into closed session to discuss personnel matters. Following the Board's discussion, it reconvened in open session.

The Board received upon the recommendation of the Personnel Committee:

For Action

EPA Personnel Action

Dr. Powell moved, Dr. Greene seconded, and the Board approved a salary increase for Academic and Student Services Associate Vice President Van Wilson to \$100,000 retroactive to July 1, 2008, and that he receive any legislative increase that might be authorized by the General Assembly prior to adjournment of the 2008 short session.

President of Central Carolina CC

Dr. Powell moved, Dr. Fountain seconded, and the Board approved Dr. T.E. "Bud" Marchant as the next President of Central Carolina CC (effective September 1, 2008).

President of Craven Community College

Dr. Powell moved, Ms. Steiner seconded, and the Board approved Dr. Catherine Chew as President of Craven Community College (effective October 1, 2008, or as otherwise determined).

For Information

College Presidential Searches

At the request of Dr. Powell, Richard Sullins reported that while two college presidential searches were completed today; two more retirements were announced recently by Presidents Marion Altman of Pamlico CC and Joe Barwick of Carteret CC and two more are expected.

Evaluations of College Presidents

Mr. Sullins shared that evaluations of college presidents by their boards of trustees using the criteria set forth in the NC Administrative Code had been submitted by all 58 colleges. All were received by the required June 30th deadline with the exception of one. The president of that college had announced retirement plans and the Board assumed an evaluation was no longer needed. Upon learning that it was required, the evaluation was promptly provided.

PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES

President R. Scott Ralls' report to the Board is attached as Exhibit I and is available on the NCCCS website at:

http://www.nccommunitycolleges.edu/External_Affairs/prrpt071808.htm

SUMMARY OF CHAIR 'S CLOSING REMARKS

- On behalf of the Board, Ms. Pinnix-Ragland thanked Dr. Ken Boham, his staff, and the Board of Trustees of Caldwell Community College and Technical Institute for their kind invitation and very gracious hospitality, a very well-planned meeting, and a perfect work environment.
- **NEXT MEETING:** Ms. Pinnix-Ragland announced the next SBCC meeting will be August 14-15, 2008 in the Caswell Building located at 200 West Jones Street, Raleigh, NC. Committee meetings on Thursday, 14, will be held at their usual time; however, there will be a working meeting of the FCN Committee and other members who wish join them to review/discuss the budget at 10 a.m. The Board meeting on Friday, April 15 will begin at 9 a.m.

ADJOURNMENT

Finding no further business to discuss, the Chair called for a motion to adjourn. Mr. Ford moved, Dr. Fountain seconded, and the Board approved to adjourn at 10:25 a.m.

RESPECTFULLY SUBMITTED BY:

Secretary

APPROVED BY:

Dr. R. Scott Ralls, 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 CC System, 200 West Jones Street, Raleigh, NC 27603-1379, (919) 807-6969.