



Preparing North Carolina's World-Class Work Force

**State Board of Community Colleges
NC Community College System
200 West Jones Street, Raleigh, NC 27699**

**June 20, 2008
9 a.m.**

CALL TO ORDER

The State Board of Community Colleges held their first video-conference/teleconference meeting on June 20, 2008. The meeting originated in the Information Highway Room of the NC Community College System Office and additional video-conference sites were at Bladen Community College, College of The Albemarle, Rowan-Cabarrus Community College, and Western Piedmont Community College.

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
James W. Daniels
Jimmie E. Ford
Stuart B. Fountain
Raichelle Glover
Bob H. Greene
G. Thomas Houlihan

Anne-Marie Knighton
Edwin H. "Eddie" Madden, Jr.
Chester P. Middlesworth
Treasurer Richard Moore
Represented by Pam Wortham
B. Joanne Steiner
Allen Wellons

Unable to attend were: Gordon "Buddy" Greenwood, Lt. Governor Beverly Perdue, Norma B. Turnage, and Herbert L. Watkins

CHAIR'S OPENING REMARKS

The Chair, who was attending via telephone, welcomed those attending and asked Dr. Powell, who was on-site in the Information Highway Room to chair the meeting.

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.

APPROVAL OF THE MINUTES

Dr. Fountain moved to approve the minutes of the May 16, 2008, SBCC meeting. Mr. Middlesworth seconded the motion, noting the inclusion of pages 1-9 and Appendix I, and the minutes were approved by the Board.

CHANGES IN AND APPROVAL OF AGENDA

Receiving no requests to change the agenda, the Chair asked for its approval. Ms. Steiner so moved, Dr. Greene seconded the motion, and the Board approved the agenda as presented.

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. Wellons, thereby approving the items that follow.

POLICY COMMITTEE

Renewal of Proprietary Schools for Licensure

The Board approved the renewal of licensure for 57 proprietary schools listed in Attachment Pol. 2.

Approval of Proprietary School Licenses: "Dental Staff Institute" "Mr. David's School of Hair Design (College of Wilmington)"

The Board approved proprietary school licensure for the Dental Staff Institute and Mr. David's School of Hair Design (College of Wilmington) for the programs listed in Attachment Pol. 3.

PROGRAM SERVICES COMMITTEE

New to the System - Curriculum Standard - CIP

The Board approved a new curriculum standard for colleges that are currently approved to offer *Associate Degree Nursing (Integrated)* [A45100] or *(Nonintegrated)* [A45120], archiving those and proposing a standard that does not differentiate between integrated and non-integrated. (See Attachment Prog. 6)

Curriculum Standard Revisions

The Board approved curriculum standard revisions for *Emergency Preparedness Technology* [A55420]; *Interventional Cardiac and Vascular Technology* [A45410]; *Office Systems Technology* [A25360], */Legal* [A2536A] and */Virtual Office Assistance* [A2536C]; and *Therapeutic Recreation* [A45760]. (See Attachment Prog. 7)

Curriculum Program Applications - Fast Track for Action

The Board approved the following program applications as requested by the college listed: Coastal Carolina CC *Criminal Justice Technology/Financial Crime/Computer Fraud* (A5518B) and */Latent Evidence* (A5518A) and *Financial Services* (A25330); Forsyth Technical CC *Human Services Technology/Gerontology* (A4538B); Guilford Technical CC *Cyber Crime Technology* (A55210) and *Healthcare Management Technology* (A25200); Lenoir CC *Emergency Medical*

Science (A45340); Pamlico CC Medical Office Administration (A25310); Piedmont CC Business Administration /International Business (A2512D); Wake Technical CC Interior Design (A30220); and, Western Piedmont CC Professional Crafts: Wood (A30360). (See Attachment Prog. 8)

Courses of Instruction to Captive/Co-opted Groups

The Board approved 18 Continuing Education courses for Southeastern CC, 14 for Vance-Granville CC, and one for South Piedmont CC as outlined in Attachment Prog. 9.

Continuing Education Master Course List - Course Approvals

The Board approved the addition of *RT-Confined Space (FIP 5560)* to the list per Attachment Prog. 10.

FINANCIAL AND CAPITAL NEEDS COMMITTEE

Service Agreement Renewal with the Employment Security Commission of North Carolina for NC STARS and the Career Readiness Certification

The Board approved a service agreement with the ESC of NC to continue developing and maintaining the website for NC Stars for the NCCCS in the amount of \$155,000 for FY 2008-09. (See Attachment FC-7)

Career Start Allocation to Colleges

The Board approved the allocation of \$1,465,842 to HRD programs at 26 colleges listed in Attachment FC-8 to provide services for CAREER START - Food Nutrition and Services for FY 2008-09.

No-Cost Contract Extension – SHEPS Center Nursing Study

The Board approved a no-cost contract extension with UNC- CH SHEPS Center to complete the study of the NCCCS Associate Degree Nursing programs extending the contract through August 31, 2008 and further described in Attachment FC-9.

Construction/Property/Bond Authorization Report

The Board approved the *Construction/Property/Bond Authorization Report* as of June 20, 2008 and as presented in Attachment FC-11.

Contractual Services - Project Management Services - Extend ITS Memorandum of Understanding (MOU)

The Board approved an extension for the ITS MOU for project management services not to exceed \$107,725 for FY 2008-09, with July-September full time and part-time from October 1, 2008, through June 30, 2009, and further described in Attachment FC-18.

OTHER PRESENTATIONS/REPORTS

NCACCP, Dr. Patricia Skinner, President, and N4CSGA

Mr. Sullins reported that Dr. Skinner notified him that NCACCP had not met since their last report and would report again in July. Mr. Sullins reported that a report had not been received from the N4CSGA and their reports are expected to resume in August.

NCACCT, Ms. Helen Newsome, President

(In the absence of Ms. Newsome, the report was given by Dr. Donny Hunter)

The Community College Cabinet and the NCACCT Executive Board and Dinner will be held on June 25. Dr. Hunter extended an invitation to members of the SBCC to the NCACCT Annual Meeting to be held at the Sheraton-RTP on June 26.

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 Amend 23 NCAC 02D .0202 “Tuition and Fees for Curriculum Programs”

The Board approved to initiate Rule Making to Amend 23 NCAC 02D .0202 “Tuition and Fees for Curriculum Programs” to adopt the text included in Attachment Pol. 1.

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

(In the absence of Ms. Turnage, the report was given by Dr. Bob Greene.)

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

For Information

Special Application Approval by System President

A program application from South Piedmont CC to offer *Entrepreneurship* [A25490] was approved the System President. (Attachment Prog. 1)

Special Termination Approvals by System President

The System President approved the following requests to terminate programs: Alamance CC *Electronics Technology* [A50140] and Wake Technical CC *Manufacturing Technology/Plastics* [A5032A].

Associate in General Education Approval by System President

The System President approved a request from Forsyth Technical CC to offer the *Associate in General Education*.

For Future Action

Curriculum Program Application - New to the System

The Board will be asked to approve a curriculum program application from Forsyth TCC to offer *Project Management Technology* [A25xxx] as described in Attachment Prog. 4.

Curriculum Standard Revisions

The Board approved revisions to *Pharmacy Technology (Diploma)* [D45580] and by Wayne CC *Medical Office Administration* [A25310] per Attachment Prog. 5.

FINANCIAL AND CAPITAL NEEDS COMMITTEE, Mr. Herbert Watkins, Chair (In the absence of Mr. Watkins, the report was given by Mr. Allen Wellons.)

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

For Information

Financial Reports

Historically Underutilized Businesses (HUB) State Bond Utilization Report as of March 31, 2008
(Attachment FC-1)

2006 Facility and Equipment Grant Funds (HUB) Utilization Report as of March 31, 2008 (Attachment FC-2)

Estimated Tuition and Fees Collected through May 31, 2008 (Attachment FC-3)

House Budget Update

Mr. Briggs provided a budget update for FY 2008-09 as outlined in Attachment FC-4 that included recommendations from the Governor of \$28,093,874 and a C.I.S. reduction of (\$3,433,679), the House recommendation of \$35,723,878 and a reduction of (\$7,832,426), proposed salary increases of 1.5 percent and a \$1,000 bonus for State employees by the Governor, and by the House, 3 percent for faculty and professional staff and 2.75% with a minimum of \$1,000 for all others, and comments on the Senate's version. Special provisions are listed in the attachment.

For Action

Update and Revise the Compensatory Education Program of Study

Mr. Wellons moved to approve a service agreement for FY 2008-09 with UNC-CH Center for Development and Learning in the amount of \$35,000 per Attachment FC-5 to revise and update the Compensatory Education Program of Study. Ms. Pinnix-Ragland seconded the motion which the Board then approved. (See Attachment FC-5)

Adult Basic Skills Professional Development Project

Mr. Wellons moved, Mr. Ford seconded, and the Board approved a service agreement with Appalachian State University for \$257,500 for FY 2008-09 to provide professional development of trainers, administrators, instructors, and volunteers as outlined, including deliverables, in Attachment FC-6.

Funding Matrix for Advanced Planning

Mr. Wellons moved to approve an allocation of the 2007 Session \$8 million appropriation for advanced planning design work for capital projects identified in the Facilities Master Plan exercise further identified in Attachment FC-10. Each college will have a \$90,000 allocation available to begin the design of their first capital priority identified in the plan exercise. The motion was seconded by Ms. Glover and approved by the Board.

Enterprise Course Management System Contract - Continuation and New Contract

Mr. Wellons presented a motion to approve the continuation of an existing contract for the period of July 1-September 30, 2008, and a new contract for the period October 1, 2008-June 30, 2009, with BLACKBOARD, INC. in the amount of \$1,000,546 for the online course management system for 53 licenses for October 1-June 30 as further described in Attachment FC-12. Dr. Greene seconded the motion that was then approved by the Board.

Online Help Desk - Contract Renewal

Mr. Wellons moved, Dr. Fountain seconded, and the Board approved a Contract renewal with BLACKBOARD, INC. in the amount of \$600,000 to provide the Online Help Desk to help learners for the FY 2008-09. (See Attachment FC-13)

MCNC Broadband Connectivity Contract - New Contract

The Board approved a new contract with MCNC for broadband connectivity data service for Wake Technical, Central Piedmont, Carteret, Cape Fear, Durham Technical, Forsyth Technical and Haywood CC's in the amount of \$312,698.52 which includes a one-time installation charge of \$6,000. The motion was seconded by Ms. Steiner and then approved by the Board as further defined in Attachment FC-14.

Service Agreement between the NC Office of Information Technology Services (ITS) and NCCCS for Hosting the NC Learning Object Repository (NCLOR) - New Contract

The Board approved a new service agreement between the NC Office of Information Technology Services (ITS) and NCCCS for ITS to host the NC Learning Object Repository (NCLOR). The contract in the amount of \$30,463.68 is for FY 2008-09, and is further outlined in Attachment FC-15. The motion was made by Mr. Wellons, seconded by Mr. Middlesworth, and subsequently approved by the Board.

Service Agreement between NCCCS and UNC Chapel Hill

Mr. Wellons moved, Mr. Ford seconded, and the Board approved a service agreement between NCCCS and UNC Chapel Hill to renew a service agreement in the amount of \$25,700 for FY 2008-09 whereby UNC-CH will continue hosting the Course Management System software to support the NCCCS VLC Development Centers and continue the partnership with LearnNC. (See Attachment FC-16)

SAS inSchool Curriculum Pathways - Contract Renewal

Ms. Glover seconded a motion presented by Mr. Wellons, and the Board then approved a contract renewal with SAS inSchool Curriculum Pathways in the amount of \$67,000 to provide access to SAS inSchool Curriculum Pathways, higher education learning objects for FY 2008-09. (See Attachment FC-17)

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.

Ms. Pinnix-Ragland resumed chairing the meeting to allow Dr. Powell to chair the Personnel Committee.

PERSONNEL COMMITTEE, Dr. Linwood Powell, Chair

The Board received upon the recommendation of the Personnel Committee:

For Information

College Presidential Searches

At the request of Dr. Powell, Richard Sullins reported that four searches are ongoing, however Rowan-Cabarrus and Bladen CC's searches are expected to conclude today and the finalists will be reviewed today for Craven and Central Carolina CC's. Another will soon be added as Carteret CC President Joe Barwick has announced retirement plans

Instrument to Evaluate the NCCCS President

At the request of the Chair, Mr. Sullins reported that the committee would meet in the near future to review and revise the instrument to be more reflective of the current job description.

Director of Government Relations

Dr. Powell reported that per the authority granted to Dr. Ralls at the last meeting, Dr. Ed Wilson was hired on contract through the NC General Assembly's short session.

Evaluations of College President

Mr. Sullins shared that evaluations of college presidents by their boards of trustees using the criteria set forth in the NC Administrative Code due to the SBCC by June 30 of each year are steadily coming in. Follow-up contact will be made with colleges that do not comply by the deadline.

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

For Action

Rowan-Cabarrus CC President

Dr. Powell moved, Dr. Fountain seconded, and the Board approved Dr. Carol S. Spalding as president of Rowan-Cabarrus CC effective October 1, 2008.

Bladen Community College President

Dr. Powell moved, Mr. Middlesworth seconded, and the Board approved Dr. William "Bill" Findt as president of Bladen CC effective August 1, 2008.

Pay Raises for EPA Personnel

Dr. Powell moved, Dr. Fountain seconded, and the Board approved pay raises for exempt (EPA) employees consistent with those approved for System Office non-exempt staff in the budget approved by the General Assembly for FY 2008-09 and is subject to approval of a legislative increase for non-exempt employees.

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.ncccs.cc.nc.us/External_Affairs/prrpt_0608.htm.

SUMMARY OF CHAIR 'S CLOSING REMARKS

- After hearing from Dr. Ralls in his report about the outstanding results of NC's Learn and Earn Early College initiative (Early College High School) and the positive drop-out prevention results, the Chair encouraged that a joint communication from Harvard University, The Bill and Melinda Gates Foundation, and the NCCCS be issued to publicize the success. She congratulated Dr. Ralls on his selection by Governor Easley to lead a team which provided details on Learn and Earn before the 2008 Innovations in American Government Awards competition, sponsored by the Ash Institute for Democratic Governance and Innovation at Harvard University's Kennedy School of Government. She also added congratulations to Governor Easley and former President Martin Lancaster for their leadership in this high school reform initiative that is one of 15 finalists to represent the best in government innovation on the local, city, county, tribal, state and federal levels. If selected and announced in September as one of six winners, the State will receive \$100,000 for the program to replicate and disseminate the innovation.
- **Next Meeting:** At the Chair's request, Mr. Sullins shared that the next SBCC meeting will be held Wednesday, July 16, through Friday, July 18, 2008, at Caldwell Community College and Technical Institute, Watauga Campus, located at 294 Community College Drive, Boone, NC 28607. Reservations should be made at the Holiday Inn Express by Monday, June 23, to receive the SBCC rate. The meeting is scheduled to begin at 2 p.m. on Wednesday and should adjourn before lunch on Friday.

ADJOURNMENT

Finding no further business to discuss, the Chair called for a motion to adjourn. Dr. Fountain moved, Ms. Steiner seconded, and the Board approved to adjourn at 10:00 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, Telephone: (919) 807-6970.