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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**

**March 14, 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  
James W. Daniels  
Jimmie E. Ford  
Stuart B. Fountain  
Bob H. Greene  
Anne-Marie Knighton  
Edwin H. "Eddie" Madden, Jr.

Chester P. Middlesworth  
Treasurer Richard Moore  
Represented by Pam Wortham  
Shannon Overman  
Lt. Governor Beverly Perdue  
Represented by Mike Arnold  
Norma B. Turnage  
Herbert L. Watkins

Unable to attend were: Raichelle Glover, Gordon "Buddy" Greenwood, Thomas Houlihan, B. Joanne Steiner, and Allen Wellons.

**CHAIR'S OPENING REMARKS**

- The Chair welcomed those attending and recognized the N4CSGA delegation who were in Raleigh to attend their advocacy retreat.
- She shared that Nancy Brenner and Estell Lee Harrelson resigned from the Board, and appointed Senator Allen Wellons to replace Ms. Harrelson as the Vice Chair of the Financial and Capital Needs Committee.

**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. Having so requested and hearing none, she asked that the record reflect no conflicts of interest were reported.

## **APPROVAL OF THE MINUTES**

The Board approved the minutes of the January 18 and February 8, 2008, meetings in separate motions presented by Mr. Middlesworth and Mr. Ford and seconded by Mr. Madden and Dr. Fountain, respectively.

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

The Board suspended the rules and approved amending the agenda based upon Committee recommendations and motions/requests were presented as follows. Dr. Fountain moved and Mr. Ford seconded to move only Miller-Motte College's request for proprietary school licensure as included in Attachment Pol. 6 from Future Action to Action. Ms. Turnage moved and Mr. Middlesworth seconded to move Attachment Prog. 6 from Future Action to Information and in a separate motion moved Attachment Prog. 9 from Future Action to Action. Ms. Turnage then moved and Dr. Greene seconded to add the "Basic Skills Revised State Plan" as Attachment Prog. 16. In separate motions, Mr. Watkins moved and Dr. Fountain seconded to move Attachment FC-4 from Information to Action and Attachment FC-5 from Information to Future Action. Mr. Watkins requested to remove Attachment FC-8 from the agenda, and the Chair granted the request.

Dr. Fountain moved to approve the agenda as amended. Dr. Greene seconded the motion that was then approved by the Board

## **APPROVAL OF THE CONSENT AGENDA**

Mr. Ford moved to approve the consent agenda. The Board approved the motion that had been seconded by Mr. Daniels, thereby approving the items that follow.

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

#### Hearing Officers Report: Adopt 23 NCAC 02C .0210 "Local College Personnel Policies"

The Board adopted the proposed text to amend 23 NCAC 02C .0210 "Local College Personnel Policies" as presented in the Hearing Officer's Report in Attachment Pol. 7. Curriculum Procedures Reference Manual Revisions to "Section 20 Cooperative Education (Work Experience)"

The Board approved proposed revisions to the Curriculum Procedures Reference Manual in "Section 20 Cooperative Education (Work Experience)" as presented in Attachment Pol. 8.

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

#### Courses of Instruction to Captive/Co-opted Groups

The Board approved the following instruction to captive/co-opted groups:

- Basic Skills courses as specified in Attachment Prog. 10 for College of The Albemarle, Piedmont CC, Tri-County CC, and Wilkes CC.

- Continuing Education courses to be offered by Durham TCC, Montgomery CC, Piedmont CC, Richmond CC, Sandhills CC, Vance-Granville CC and Wayne CC as outlined in Attachment Prog. 11.
- Curriculum Program Application to offer *Barbering (Diploma)* [C55110] as requested by Central Carolina CC in Attachment Prog. 12.
- Curriculum Program of Study Revision for *Computer Engineering Technology* [D40160] as requested by Mayland CC in Attachment Prog. 13.

Continuing Education Master Course List

The Board approved the course(s) listed in Attachment Prog. 14 for addition to the list and modifications to courses as presented in Attachment Prog. 15.

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

2008-2009 NC Community College Grant and Projected Lottery Payment Schedule

The Board approved the official payment schedule for the 2008-2009 NCCC Grant program and projected Lottery Payment Schedule that will award grants and fund lottery scholarships totaling approximately \$12.3 million to 17,500 recipients per Attachment FC-7.

College Tech Prep Carryover Funds

The Board approved College Tech Prep carryover funds in the amount of \$25,011 for Asheville-Buncombe TCC's innovative project described in Attachment FC-9.

SOLINET Contract (Services Agreement Renewal)

The Board approved a contract at a cost not to exceed \$93,284 to continue support services provided by OLC and its regional distributor, SOLINET, to catalog library materials for the 58 colleges. (See Attachment FC-12)

Integrated Library System Services Agreement (New Contract)

The Board approved Attachment FC-13, a new contract with a renewal option to continue the integrated library system services agreement with SIRSI, Inc. for the Unicorn Academe Library System in the amount of \$239,141.30.

Construction/Property/Bond Authorization Report

The Board approved the Construction/Property/Bond Authorization Report of March 14, 2008. (See Attachment FC-14)

**INTRODUCTION OF NEW COLLEGE PRESIDENT**

Surry Community College Board of Trustees Chair LaDonna McCarther introduced their new college president, Dr. Deborah Friedman. Dr. Friedman thanked the Board for its support, saying she was grateful for the honor to serve the college and the state.

**PRESENTATION: THEY CHANGED THE STATE: THE LEGACY OF NORTH CAROLINA'S VISITING ARTISTS 1971-1995**

Mary Regan, Executive Director of the North Carolina Arts Council, gave each member a copy of a new book, *They Changed the State: The Legacy of North Carolina's Visiting Artists 1971- 1995*, a history of the Visiting Artist Program partnered by the NC Arts Council and NCCCS.

## **RESOLUTIONS RECOGNIZING SERVICE TO THE STATE BOARD OF COMMUNITY COLLEGES**

The Board presented resolutions of appreciation to Sandra Hayes, John Shaw, and Hal Miller. Ms. Hayes and Mr. Shaw are former SBCC members, and Mr. Miller is a former System Office employee and retired associate executive director of the NCACCT. Former SBCC members Estell Lee Harrelson and Bently Pagura were not in attendance to receive their resolutions.

### **OTHER PRESENTATIONS/REPORTS**

#### **NCACCP, Dr. Patricia Skinner, President**

- The New President's Institute was held on February 18 in Chapel Hill with nine new presidents participating in sessions. These sessions are enhanced by NCACCP's mentoring program that allows each new president a point of contact when questions arise.
- The Personnel Committee is conducting a survey to assist in determining future personnel needs to allow for succession planning at all NCCCS colleges.
- A new ad hoc committee, Task Force on Critical Incidents, was formed in follow up to the Safety Task Force.
- The Western Presidents Association has been formed under the leadership of Dr. Ken Boham.
- NCACCP will hold their Spring meeting at Davidson CC in April with an agenda that will include speakers from the State Controller's Office and representatives from SACS among others.

#### **NCACCT, Ms. Helen Newsome, President**

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

- The 2008 Law Seminar will be held April 2-4 at the Sheraton Imperial Hotel, RTP and the seminar brochure was distributed.
- In conjunction with this seminar, the Community College Cabinet will conduct its first working meeting. (George Regan was selected to chair the cabinet at its organizational meeting.) The Joint Legislative Committee (NCACCP, NCACCT, and the NCCC System Office) will also meet to look at the next legislative session and strategy.
- NCACCT is currently working with three colleges on their presidential searches. Rowan-Cabarrus, Central Carolina, and Bladen have established search committees that include good community representation. Colleges in general are being much more open with their presidential searches. This yields the hiring of good presidents and diversity in hiring.

#### **N4CSGA, Ms. Shannon Overman, President**

- Ms. Overman reported one of her goals as N4CSGA president is to bring awareness to the daily needs of students on campuses throughout NC. Therefore, she and N4CGSA have been researching campuses and learned there is a great need for: (1) increased

technology in various programs with some technology being so outdated that students are ill-prepared when entering the workforce (HVAC is an example); (2) more affordable textbook costs (the cost of textbooks is limiting enrollment because of affordability - Nursing textbooks have been reported to cost as much as \$300 each and equal approximately 60% of tuition costs); and, 3) there is a need for more emphasis on recruiting students and retraining displaced workers as costs push many away who are potential candidates for enrollment.

- The annual N4CSGA Spring Conference will be held March 28-30 at the Sheraton Imperial Hotel, RTP. Board members were invited to attend.
- Local Interactions Chair Kevin Bak reported on the advocacy retreat he helped to organize. The student delegation met with Senator Stevens, Representative Wilkins and Representative Goodwin to bring attention to the issues that students face on campuses every day.

## **STANDING COMMITTEE REPORTS**

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

The Board received upon the recommendation of the Policy Committee:

#### **For Information**

##### Captive Curriculum Program Approval: Review of State Board of Community Colleges Policy

The Board was advised of a request from Department of Correction Secretary Theodois Beck to review the NCCCS policy that prohibits a college from offering curriculum programs in a captive /co-opted setting that the college does not offer on their campus. (See Attachment Pol. 1)

#### **For Future Action**

##### Redesignation of Rowan-Cabarrus Community College's Cabarrus Business and Technology Center to a Multi-Campus Site

The Board received a request to redesignate Rowan-Cabarrus CC's Cabarrus Business and Technology Center to a multi-campus site. (Attachment Pol. 2)

##### Initiate the Rulemaking Process to Add 23 NCAC 02C .0801 "Intercollegiate Athletics"

The Board received the proposed text to initiate Rulemaking to add 23 NCAC 02C .0801 "Intercollegiate Athletics" to the NCAC. (See Attachment Pol. 3)

##### Hearing Officer's Report

The Board received the Hearing Officer's Report recommending the adoption of the proposed text to amend 23 NCAC 02D .0202 "Tuition and Fees for Curriculum Programs" and 23 NCAC 02E .0405 "Training for Public Safety Agencies" and authorizing the Rules Coordinator to make non-substantive changes as needed. (See Attachments Pol. 4 and Pol. 5)

##### Approval of Proprietary School License: Caregivers Institute, Inc

The Board received a request to approve proprietary school licensure for the Caregivers Institute, Inc., Charlotte, NC as indicated in Attachment Pol. 6.

## **For Action**

### Approval of Proprietary School License:

Dr. Fountain moved, Mr. Ford, seconded, and the Board approved a proprietary school license for Miller-Motte College, Raleigh, per Attachment Pol. 6.

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

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

## **For Information**

### Special Application Approvals by System President

President Lancaster approved applications from Brunswick and Vance-Granville CC's to offer the programs listed in Attachment Prog. 1.

### Special Associate in General Education and Fine Arts (AGE) Approvals by System President

President Lancaster granted approval to Caldwell CC & TI and Stanly CC to offer the Associate in General Education and Pitt CC to offer the Associate in Fine Arts.

(Attachment Prog. 2)

### Special Termination Approvals by System President

Craven, Pitt, Randolph, South Piedmont, and Wilson CC's were granted approval by President Lancaster to terminate the curriculum programs listed in Attachment Prog. 3.

### NC Board of Nursing Recommendations for Proposed Changes to Current Rule 21 NCAC 36 .0318 "Faculty"

The NC Board of Nursing has now proposed changes to 21 NCAC 36.0318 "Faculty" that will align faculty requirements with National Accreditation Standards as outlined in Attachment Prog. 4. Additionally, they will seek to rescind the pending change to this Rule that was filed in 2007. The SBCC, NCACCP, and the NCCCS support the National Accreditation for all nursing programs by December 31, 2015.

### Economic and Workforce Development 2006-2007 Annual Report

The Economic and Workforce Development 2006-2007 Annual Report was presented as found in Attachment Prog. 6.

## **For Future Action**

### 2008 Cooperative-Innovative High School Programs Approval (Part I)

The Board will be asked to approve the designation of Central Piedmont, Catawba Valley, Pitt, Wayne and Western Piedmont CC's as Cooperative Innovative High School Programs with the exemptions noted in Attachment Prog. 5.

### Curriculum Procedures Reference Manual Revisions

At the request of the NCCC System Office, the Board will be asked to approve revisions to Section 3, Curriculum Program Application Procedures of the *Curriculum Procedures Reference Manual* as included in Attachment Prog. 7.

### Curriculum Standard Revisions

Pitt CC has requested the Board approve revisions to the curriculum standards for *Building Construction Technology* and *Health Unit Coordinator (Certificate)* per Attachment Prog. 8.

## **For Action**

### State Plan for Career and Technical Education

Ms. Turnage moved, Mr. Middlesworth seconded, and the Board approved the postsecondary portion of NC's Five Year State Plan for Career and Technical Education as presented in Attachment Prog. 9.

### Basic Skills Revised State Plan

Ms. Turnage moved, Mr. Daniels seconded, and the Board approved changes to the Basic Skills State Plan for 2001-2004 extending it through the 2008-2009 program year as indicated in Attachment Prog. 16.

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

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

## **For Information**

### Various Financial Reports

- *Estimated Tuition And Fees Collected through February 29, 2008* (Attachment FC-1)
- *Historically Underutilized Businesses (HUB) State Bond Utilization Report as of December 31, 2007* (Attachment FC-2)
- *2006 Facility and Equipment Grant Fund HUB Utilization Report as of December 31, 2007* (Attachment FC-3)

### CIS Project Discussion and Implementation Update

At the request of Mr. Watkins, Dr. Saundra Williams presented her last report on the College Information System (CIS). She reported that CIS had successfully moved from implementation and migration to operation and maintenance, adding that the NCCCS was the recipient of a national partnership award from Datatel in recognition of being the only agency to complete the R-18 migration on time and under budget.

## **For Future Action**

### Business Case Analysis for Relocating the System Office

The Board began the discussion on options offered for either renovating or relocating the System Office now located in the Caswell Building and constructed in 1939. The Board will receive an update and may consider a plan of action at the April meeting. (See Attachment FC-5)

## **For Action**

### 2008-2009 Budget Request

The 2008-2009 Budget Request was reviewed in January 2008 where the Board gave instructions for change and approval for its submission to the State Budget Office upon incorporation of those recommended changes. Mr. Watkins moved to ratify those actions and to approve the budget totaling \$13,353,391 as presented in Attachment FC-4. Ms. Wortham seconded the motion, and the Board gave it their unanimous approval.

NCCCS/UNC 2 + 2 E-Learning Initiative Funds Allocation: Late Nite Labs

Mr. Watkins moved, Dr. Fountain seconded, and the Board approved an allocation in the amount of \$15,000 for a new contract with Late Nite Labs to expand the capabilities of the NCCCS VLC science courses. Approval is contingent upon the approval of the State IT Procurement Office. (See Attachment FC-10)

Datatel Colleague Training – Datatel Contract Amendment (College User Support)

Mr. Watkins moved, Mr. Daniels seconded, and the Board approved an amendment to the contract with Datatel, Inc., for software maintenance and support services for the Datatel and third-party software for the CIS Project increasing the cost by \$63,600 to a total of \$5,080,259 for July 1, 2007-June 30, 2008. (See Attachment FC-11)

**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 Information**

Update on College Presidential Searches

At the request of Dr. Powell, Richard Sullins reported that college presidential searches remain in progress at Bladen, Rowan-Cabarrus, Central Carolina and Craven CC's. All should be finalized by late summer.

**For Action**

Craven Community College Interim President

Dr. Powell moved, Mr. Middlesworth seconded, and the Board approved Dr. Thomas Williams as interim president of Craven CC effective April 7, 2008.

Appointment Terms to the NC Textile Center Advisory Board

Dr. Powell moved, Dr. Fountain seconded, and the Board approved to change the appointment terms for Mr. Fred Hunneke and Tedd Smith of NC Textile Center Advisory Board from two year to four year terms retroactive to July 1, 2007.

**PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES**

- President H. Martin Lancaster's report to the Board is attached as Exhibit I and is available on the NCCCS website.

**SUMMARY OF CHAIR 'S CLOSING REMARKS**

- The Chair reminded members of several upcoming meetings/events over the next few weeks, a number honoring President Lancaster as he approaches his retirement, including:
  - Wednesday, March 26, the NC Chamber of Commerce will recognize President Lancaster at the Grandover Resort in Greensboro beginning at 12 noon;
  - Tuesday, April 15, “A Celebration Honoring President Lancaster” from 5:30 until 7:30 at the NC Biotechnology Center at RTP;
  - Tuesday, March 25, The President’s Annual Art Reception begins at 3:00 p.m. in the Caswell Building;
  - Wednesday, April 16, the Academic Excellence Awards at the North Raleigh Hilton begins at 11:30 a.m. to honor the outstanding academic achievements of students; and,
  - Thursday and Friday, April 17-18, the SBCC meeting will be held at Mitchell CC in Statesville beginning at 10 a.m. on Thursday.

**ADJOURNMENT**

Finding no further business to discuss, the Chair called for a motion to adjourn. Dr. Greene moved, Mr. Ford seconded, and the Board approved to adjourn at 11:20 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 CC System, 200 West Jones Street, Raleigh, NC 27603-1379, (919) 807-6969.