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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  
Information Highway Room  
Raleigh, North Carolina**

**January 16, 2009  
9:00 a.m.**

**CALL TO ORDER**

Following proper public notification and a determination that a quorum was present, Chair Pinnix-Ragland called the meeting of the State Board of Community Colleges (SBCC) to order at 9 a.m. She welcomed those in attendance, and since members had been given the option to attend either in Raleigh or by videoconference, the roll was called by Mr. Sullins. The Chair recognized the new State Treasurer, Janet Cowell, and welcomed her as a member of the Board. The Chair also recognized and welcomed Ms. Dee Faison, who will be working for the General Counsel. The following members were present:

Hilda Pinnix-Ragland, Chair  
Linwood Powell, Vice Chair  
James W. Daniels (videoconference)  
Jimmie E. Ford  
Stuart B. Fountain  
Raichelle Glover (telephone)  
Bob H. Greene (videoconference)  
Gordon "Buddy" Greenwood (videoconference)  
Thomas Houlihan  
Anne-Marie Knighton (videoconference)

Edwin H. "Eddie" Madden, Jr.  
Chester P. Middlesworth (videoconference)  
Treasurer Janet Cowell  
Lt. Governor Walter Dalton  
Represented by Cynthia O'Neal  
B. Joanne Steiner (telephone)  
Norma B. Turnage (telephone)  
Herbert L. Watkins (telephone)  
Allen Wellons  
Jeana J. ElSadder

Absent: Naomi W. Daggs, and Anita Powers

**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. The Chair also reminded members of the Board that their Statements of Economic Interests will be due to the Ethics Commission by April 15, 2009.

**APPROVAL OF THE MINUTES**

Mr. Ford moved to approve the minutes of the November 16, 2008 SBCC meeting. Dr. Fountain seconded the motion, and the minutes were approved by the Board.

**APPROVAL OF THE CONSENT AGENDA**

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

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

Accountability and Audit Responsibilities (Attachment Pol. 9)

The Board approved to displace the rule-making process for “Accountability & Audit Responsibilities” and the “Responsibilities” be re-titled as “Guidelines.”

Approval of Proprietary School Licensure (Attachment Pol. 10)

The Board approved to license the following Proprietary Schools and their programs, as indicated:

Miller-Motte College – Greenville Campus

Program: Medical Office Assistant, 64 Credit Hours

Bess-Jackson Nurse Aide Training School, Inc.

Programs:

CNA I, 120 Clock Hours

Medication Aide, 24 Clock Hours

CNA I Refresher Course, 48 Clock Hours

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

Curriculum Standard Revisions (Attachment Prog. 2)

The Board approved revisions to the following curriculum standards:

Fayetteville Technical Community College

Funeral Service Education (A55260)

Surveying Technology (A40380)

Wake Technical Community College

Simulation and Game Development (A25450)

Curriculum Program Applications – Fast Tract for Action [FTFA] (Attachment Prog. 3)

The Board approved the curriculum programs at the colleges listed on the condition that equipment funds are available to the colleges and operating funds generated by the budget formula will permit the offering of these programs without any special allocation of funds:

Caldwell Community College and Technical Institute

Business Administration/Logistics Management (A2512E)

Guilford Technical Community College

Simulation and Game Development (A25450)

Continuing Education Master Course List (Attachment Prog. 4)

The Board approved the following courses and/or modifications for placement on the Continuing Education Master Course List:

New Course Approval:

ISC3400 Bladesmith Technology

Recommended Hours: 40

Program Area: P35 Industrial Occupations

Modifications to Existing Courses:

EGY3000 Renewal Energy

Modification: Increase recommended hours from 60 to 96

Program Area: C40 Energy Occupations  
 EPT5300 Public Information Officer  
 Modification: Increase recommended hours from 12 to 21  
 Program Area: R30 Government Regulations  
 HRD3002 Employability Lab  
 Modification: Increase recommended hours from 96 to 640  
 Program Area: X20 Human Resources Development

Courses of Instruction to Captive/Co-Opted Groups (Attachment Prog. 5)

The Board approved that the following be offered to Captive/Co-opted groups as listed:

Basic Skills: Course of Instruction

- College of The Albemarle at the Manteo Adult Developmental Activity Program (ADAP) Center – Compensatory Education, 1500 Contact Hours
- Coastal Carolina Community College at the Brynn Marr Hospital – General Education Development (GED), 1500 Contact Hours
- Adult Basic Education (ABE), 1500 Contact Hours

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

Virtual Computing Environment Pilot – Contract Renewal (Attachment FC-10)

The Board approved \$130,600 for the second year of a three-year Memorandum of Understanding with the North Carolina State University for participation in a Virtual Computing Environment collaboration beginning on January 16, 2009 through December 31, 2009.

State Board Reserve Projects – January 2009 Expenditure Report (Attachment FC-11)

Per G.S. 115D, the change in the statute requires the State Board to report semi-annually on the expenditures made from State Board Reserve funds:

<b>Project Title</b>	<b>Location</b>	<b>Type of Award</b>	<b>Budget</b>	<b>Expended YTD</b>	<b>Unexpended Balance</b>
Nursing Study	NCCCS	Contract	\$33,281.87	\$12,740.07	\$20,541.80
Numbered Memo Project	NCCCS	Contract	\$ 7,362.00	\$ 3,056.76	\$ 4,305.24
Admission of Undocumented Students Study	NCCCS	Allocation	\$74,997.00	\$0.00	\$74,997.00
Curriculum Improvement	Wake Tech	Allocation	\$125,000.00	\$25,260.53	\$99,739.47
Curriculum Improvement	Wayne CC	Allocation	\$125,000.00	\$19,240.36	\$105,759.64

Two Percent Transfer Restriction (Attachment FC-12)

The Board approved the request to transfer funds in excess of two percent (2%) due to the curriculum average salary being eighty-five percent (85%) or less of the national average salary of community college faculty for following colleges:

- Craven Community College
- Davidson County Community College

Construction/Property/Bond Authorization Report (Attachment FC-13)

The Board approved the request from the Board of Trustees of Gaston College to reallocate \$300,000 of their “New Construction” state bond funds after the Board of Trustees determined that the funds were not needed at the main campus. These funds will be reallocated to the Lincoln County Campus.

The Board also approved the following as indicated.

**New Projects:**

<b>Location</b>	<b>Project</b>	<b>Estimated Cost</b>	<b>State Funds</b>	<b>Advanced Planning Funds</b>	<b>State Equipment Funds</b>
Gaston CC	Lena Sue Beam Renovation/Expansion	\$6,198,189	\$3,601,245	\$90,000	\$200,000
Guilford Tech	New Student Services Learning Resource Center	\$72,124,218		\$90,000	
Isothermal CC	Miscellaneous	\$107,878			
Sandhills CC	New Classroom Building	\$20,070,174		\$90,000	
Wayne CC	Azalea Building Roof Replacement	\$375,000			

**Amended Projects:**

<b>Location</b>	<b>Project</b>	<b>Total Cost</b>	<b>Amendment</b>
Gaston CC	Science & Technology Bldg (Lincoln County)	\$3,440,442	New approval of \$300,000 new construction 2000 state bond funds.
Lenoir CC	Maintenance Building	\$719,524	Decrease of 476,414 new construction 200 state bond funds.
McDowell Tech	Ford Miller Employment & Training Center	\$1,154,300	Approved project December 10, 2008.
Mitchell CC	Allied Health Building & Science Bldg Renovations	\$14,372,662	Add facility master plan funds.
Richmond CC	Lindsey Petris HVAC Renovations	\$441,908	\$295,672 new construction, state bond funds.
Sandhills CC	Meyer Hall Boiler Replacement	\$450,000	Increase local funds for an increase in project scope.
Wake Tech CC	Health Sciences 2 & Parking Deck	\$50,967,863	Increase local funds for an increase in project scope.
Wake Tech CC	Health Science Parking Deck	\$12,841,977 (local funds)	Abandon project and transfer funds to project indicated above.

**Acquisition and Disposal of Real Property:**

<b>Location</b>	<b>Action</b>	<b>Notes</b>
Catawba Valley CC	Acquire	Four acres of land with an 11,000 sq ft restaurant for expansion of Center for Emerging Manufacturing Solutions
Haywood CC	Acquire (by donation)	328.6 acres of forestland from Conservation Fund. Property will contribute to the college's Natural Resources programs.
Isothermal CC	Acquire (by donation)	9.38 acres of land with house. House to be used for storage for the college.
Southwestern CC	Lease	205 square feet of office space to the NC Department of Commerce for 3 additional years.

## **CHANGES TO AND APPROVAL OF AGENDA**

The Chair asked for a report from each committee chair as to changes they might wish to make on the Agenda. On behalf of the Policy Committee, Dr. Fountain moved that Attachment Pol. 2 be moved from "For Future Action" to "For Action." The motion was seconded by Mr. Ford and was adopted by the Board. Dr. Fountain further moved that Attachment Pol. 6 be moved from "For Future Action" to "For Action." The motion was seconded by Joanne Steiner and was adopted.

Dr. Fountain also moved that an additional item, to be titled, "Request from Guilford Technical Community College in support of a legal action" and designated as Attachment Pol. 11, be added to the Agenda. The motion was properly seconded by Mr. Ford and was adopted by the Board.

Ms. Turnage, on behalf of the Program Services Committee, Mr. Watkins, on behalf of the Finance and Capital Needs Committee, and Dr. Powell, on behalf of the Personnel Committee, requested no changes to the Agenda.

Dr. Fountain moved, and Mr. Ford seconded, that the Agenda be adopted as amended. The motion passed by unanimous consent.

## **OTHER PRESENTATIONS/REPORTS**

### **NCACCP, Dr. Stephen Scott, President**

Dr. Scott shared that December and January have been very busy months for the 58 colleges. December ended the record growth experienced during the fall semester for most colleges, and January has already seen a record spring growth for many more colleges. Training these new students is part of our role in economic recovery. Our enrollment has swelled by the number of unemployed workers, several colleges' spring enrollments exceeded their fall enrollments. Dr. Scott also reminded everyone that the community colleges were created to be tools for economic and workforce development. The Presidents Association will meet at Lenoir Community College later this month to work on issues important to the residents of North Carolina to help build the economies of our cities, counties, our state, and our country.

### **NCACCT, Mr. George Regan, President**

There was no report given from the North Carolina Association of Community College Trustees.

### **NC Comprehensive Community College Student Government Association (N4CSGA), Ms. Jeana J. ElSadder, President**

Ms. ElSadder reported that as of the previous weekend, all positions on the executive board have been filled. Division meetings have been finalized and will be held on February 7, 2009. The Western division will be hosted at Haywood Community College, the Central division at Davidson County Community College, and the Eastern division at Carteret Community College. Ms. ElSadder reminded everyone that the Spring Conference is upcoming and will be celebrating the N4CSGA's 40<sup>th</sup> year Anniversary and will honor those who have demonstrated the values and leadership skills that the N4CSGA represents.

## **STANDING COMMITTEE REPORTS**

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

The Board received upon the recommendation of the Policy Committee:

#### **For Future Action**

Amend 23 NCAC 02D .0202 “Tuition and Fees for Curriculum Programs” (Attachment Pol. 3). The Board was asked to approve proposed amendments relating to Student Tuition Refunds in the rule.

#### **For Action**

Adopt the “Resolution of Support 2009 Board of Governors Budget Request” (Attachment Pol. 2). Dr. Fountain moved and Mr. Ford seconded that the Board adopt a Resolution of Support on behalf of the UNC Board of Governors Budget Request for FY 2009. The motion was adopted with enthusiasm.

Repeal 23 NCAC 02E .0402 “Work Station Occupational Skills Training” (Attachment Pol. 6). Dr. Fountain moved and Mr. Ford seconded a motion to approve the repeal of this rule. The motion was adopted.

Adopt 23 NCAC 02C .0110 “Intercollegiate Athletics” (Attachment Pol. 7). Dr. Fountain moved and Mr. Ford seconded a motion to approve adoption of this rule. All members of the Board voted to adopt the rule, with the exception of Mr. Greenwood, who voted “no”.

Adopt 23 NCAC 02D .0304 “Expenditures of State Funds: Accreditation Expenses & Dues” (Attachment Pol. 8). Dr. Fountain moved and Mr. Ford seconded a motion to approve adoption of this rule. The motion was adopted.

Add “Request from Guilford Technical Community College in support of a legal action” (Attachment Pol. 11). Dr. Fountain requested that the Board consider this item during closed session, as authorized by N.C.G.S 143-318.11(a)(3), at the appropriate time. The Chair stated that we will hold this item until the Board goes into closed session for the Personnel Committee.

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

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

#### **For Future Action**

No items presented for Future Action.

#### **For Action**

Ms. Turnage reported that all Committee Action items were on the Consent Agenda and the Committee had no further report.

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

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

#### **For Future Action**

Discussion of Potential budget Reduction (Attachment FC-1). Mr. Watkins presented information relative to the potential for budgetary reductions resulting from the economic downturn. Mr. Watkins referred further discussion on this matter to be led by President Ralls. President Ralls elaborated on this item and discussed in great length with the Board the four areas of concern which are Student funding, Equipment, Healthcare, and Technical Education. This item was presented to the Board as Information Only.

**For Action**

ADA Compliance Service Agreement with Surry Community College (Attachment FC-8). Mr. Watkins moved and Treasurer Cowell seconded a motion to approve the service agreement. The motion was adopted as outlined in the attachment.

Allocation to Colleges Participating in Project Skill-UP (Attachment FC-9). Mr. Watkins moved and Senator Wellons seconded a motion to approve the allocation as detailed within the item. The motion was adopted.

**PERSONNEL COMMITTEE, Dr. Linwood Powell, Chair**

The Board received upon the recommendation of the Personnel Committee:

Dr. Powell moved and Treasurer Cowell seconded that the board enter into closed session for purposes authorized by N.C.G.S. 143-318.11(a)(6) for discussion of confidential and personnel matters as authorized by the statute. The motion was adopted. The Chair then recognized Dr. Fountain, who moved that the Board enter into closed session pursuant to provisions contained in N.C.G.S. 143-318.11(a)(3) for purposes of consulting with legal counsel in order to preserve the attorney-client privilege. The motion was seconded by Mr. Ford, and the Board entered into closed session.

The Board reconvened in open session.

Dr. Powell informed the Board of the receipt of a letter from Dr. Stanley Edwards, Chair of the Board of Trustees at Halifax Community College, noting that a request received in September 2008 to approve the extension of a contract for President Ervin Griffin had resulted from a miscommunication with their attorney.

Dr. Powell moved and Dr. Houlihan seconded a motion to approve Dr. Fran Emory as acting president at Carteret Community College to be effective on February 1, 2009 and continuing through March 31, 2009. The motion was adopted by the Board.

Dr. Powell moved and Mr. Ford seconded to increase the salary of Ms. Linda Weiner to an annual rate of \$122,000 to be effective February 1, 2009 and to change her title to Vice President for Engagement and Strategic Innovations. The motion was adopted.

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

Dr. Fountain moved to authorize the Attorney General's Office to file an *amicus* brief on behalf of the State Board of Community Colleges in the pending matters before the NC Supreme Court in the case of *Guilford Technical Community College v. the North Carolina Insurance Guaranty Association*. The motion was properly seconded by Treasurer Cowell and was adopted by the Board.

**OTHER BUSINESS**

Mr. Middlesworth requested that future Agendas of the State Board include an opportunity for members of the Board to make comments or ask any questions that may be appropriate. The Board Chair agreed that this would be done and requested that Mr. Sullins incorporate such a provision in future agendas.

**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/News\\_Releases/docs/News%20Releases/Presidents%20Report%20January%202016.pdf](http://www.nccommunitycolleges.edu/News_Releases/docs/News%20Releases/Presidents%20Report%20January%202016.pdf)

Dr. Houlihan asked if we had received any outcomes from last years meeting of the Joint Governing Boards. The Chair responded that she was unaware of any such response. President Ralls added that the reorganization of the Education Cabinet by the Governor will likely increase the use and stature of this meeting in future years.

**SUMMARY OF CHAIR 'S CLOSING REMARKS**

The Chair thanked those Board members who attended the orientation session in early December. She understood that the meetings were particularly positive and some of the suggestions that were made are already being implemented. She also thanked Dr. Ralls and his staff for organizing such a wonderful event, as well as the great job they did with the orientation session for the five new community college presidents which took place earlier this week.

The Chair mentioned that the time is approaching for the annual Joint Governing Boards meeting, which is being hosted by the Department of Public Instruction this year. A firm date has not been set, and Richard Sullins will let you know as soon as a date has been determined. More than likely, this event will take place in early March. If that happens, the Board will take a look at the calendar and determine whether we will need to hold a Board meeting that might be close to that date. Again, Mr. Sullins will inform the Board as quickly as possible.

***NEXT MEETING:*** Chair Pinnix-Ragland announced the next SBCC meeting will be held on Thursday, February 19, and 20, 2009, in the Board Room of the Caswell Building in Raleigh, North Carolina.

**ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Dr. Fountain to adjourn the meeting. The motion was properly seconded by Senator Wellons and the meeting was adjourned at 10:59 a.m.

RESPECTFULLY SUBMITTED BY:  
*Secretary*

APPROVED BY:

Dr. R. Scott Ralls, System President

Hilda Pinnix-Ragland, Chair

**If there are any questions relating to items on the Agenda, please contact Richard Sullins, Executive Director of the State Board at (919) 807-6969 or by e-mail at [sullinsr@nccommunitycolleges.edu](mailto:sullinsr@nccommunitycolleges.edu)**