

**STATE BOARD OF COMMUNITY COLLEGES**  
**Allocation for the North Carolina Motorcycle Safety Education Program (NCMSEP)**  
**Fiscal Year (FY) 2014-2015**

**Request:** The Board is asked to approve an allocation not to exceed \$542,742 to Lenoir Community College (LCC) to provide administrative support for the North Carolina Motorcycle Safety Education Program (NCMSEP). Attachment 1 provides detail on the budget request.

**Background:** The NCMSEP was created by the NC General Assembly in 1989 to establish and fund a program of motorcycle safety instruction to be delivered through the North Carolina Community College System (NCCCS). Students who graduate from the program may receive a discounted insurance rate.

Lenoir CC has been the host college since 1998 and operates the program in conjunction with the Governor’s Highway Safety Program in accordance to G.S. 115D-72. The program began with 17 community college sites; to date, there are 33 community college sites and 2 mobile units. The program is offered through Continuing Education as a community service course offering; as such, students pay a self-supporting registration fee. The NCMSEP offers four courses: Basic Rider Course (BRC), the Experienced Rider Course (ERC), the Rider Coach Preparation Course (RCP), and Advanced Rider Course – Sport Bike Techniques. The curricula were developed by the Motorcycle Safety Foundation (MSF). Course description and eligibility requirements can be found at [www.ncmotorcyclesafety.org](http://www.ncmotorcyclesafety.org).

**Rationale for Allocation:** As the host college for NCMSEP, Lenoir CC provides the following services: 1) program staffing, administrative support, programming support, recruitment and training of qualified instructors; 2) support to local community colleges approved to offer the program; 3) monitor and evaluate the instructors and the driving ranges of other training providers in North Carolina; and 4) submit an annual report as a condition of continued funding (see Attachment 2).

**Allocation Amount and Time Period:** The allocation is not to exceed \$542,742 for the FY July 1, 2014 to June 30, 2015.

**Fund Source and Availability:** The NCMSEP is funded by a three-dollar tax imposed on each private motorcycle registered in the state pursuant to G.S. 115D-72 and 20-87(6). The NCMSEP may also receive funding as described in G.S. 20-79.7, “Fees for special registration plates and distribution of fees.” There is no general fund appropriation involved.

**Contact Person:**

Margaret Robertson,  
Director, Continuing Education

NORTH CAROLINA STATE BOARD OF COMMUNITY COLLEGES  
NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
BUDGET APPROVAL

NC Motorcycle Safety Education Program

PROJECT TITLE

Lenoir Community College

COMMUNITY COLLEGE

July 1, 2014- June 30, 2015

EFFECTIVE DATES

Upon recommendation of the North Carolina Community College System the following budget is allotted for the above indicated purpose and period.

	COST ITEMS	2014-2015 BUDGET REQUEST
A.	Salaries, Instructional	-
B.	Salaries, Supportive	141,427
C.	Employer's Retirement	14,865
D.	Employer's Social Security	10,820
E.	Employer's hospitalization	15,320
F.	Supplies and Materials	55,000
G.	Equipment	125,000
H.	Contractual Services	35,000
I.	Staff Travel	22,000
J.	Student Travel	-
K.	Staff Training	-
L.	Other Costs	42,266
M.	Host College Fees	81,044
	Total	\$ 542,742

CHIEF FISCAL OFFICER

DATE

VICE PRESIDENT OF BUSINESS  
&  
FINANCE, NCCCS

CHIEF ADMINISTRATIVE OFFICER

DATE

DATE



## North Carolina Motorcycle Safety Education Program 2013 Annual Report

The North Carolina Motorcycle Safety Education Program established through G.S. 115D-72. continues to have a very good reputation and relationship with the Motorcycle Safety Foundation, (MSF), The National Association of State Motorcycle Safety Administrators, State Motorcycle Dealers, the Governor's Highway Safety Program and various other agencies across the state and nation.

### PROGRAM OVERVIEW

North Carolina Motorcycle Safety Program staff continues to work diligently to facilitate the training of motorcyclists and potential motorcycle riders throughout the state. We strive to provide this training in the safest environment possible to save lives, prevent injury and property damage. We work to promote safe riding habits and do our best to model good motorcycling skills and to ensure that our RiderCoaches are the best teachers that they can be.

Course	Hours	Description
Basic RiderCourse (BRC)	22	The Basic RiderCourse (BRC) is designed for new riders who have never ridden a motorcycle, and for re-entry riders who have not ridden in a long time.
Experience RiderCourse (ERC)	8	The Experienced RiderCourse (ERC) is designed for students who have been riding for at least 6 months or 3,000 miles. It's a great way to learn more about your riding abilities and the capabilities of your motorcycle.
Advanced RiderCourse (ARC)	8	The Advanced RiderCourse will complement a rider's basic skills and helps with personal risk assessment. It includes a fast-paced classroom segment with several interactive activities to improve perception and hazard awareness. Range exercises enhance both basic skills and crash avoidance skills. Improving braking and cornering finesse is emphasized. The course is beneficial for riders on any type of street motorcycle.
3-Wheel Basic RiderCourse (3WBRC)	16	The 3-Wheel Basic RiderCourse is an entry-level, learn-to-ride 3-wheel motorcycle training and education course. It provides the same fundamental skills as the Basic RiderCourse, but on 3-wheel motorcycle (not sidecars).
Returning Rider Basic RiderCourse (RRBRC)	9	The Returning Rider Basic RiderCourse (RRBRC) is a one-day (9hour) class for riders who have not been riding for some time or who have been riding on a permit for a time and wish to renew/refresh their basic skills and /or earn a skill test (endorsement or license) waiver for a motorcycle. The course is not intended for a novice rider who is learning to ride for the first time. Goals for the course include refining basic motorcycle skill, improving techniques and gaining more knowledge of risk, including how to manage risk while riding.
RiderCoach Training	80	<a href="http://www.ncmotorcyclesafety.org/RIDERCOACH%20TRAINING.htm">http://www.ncmotorcyclesafety.org/RIDERCOACH%20TRAINING.htm</a>

## Attachment FC 13

- Within our classes, we require that students wear full safety gear when riding the motorcycles. It has long been suggested that our RiderCoaches also wear all the gear, whether teaching or just riding their own motorcycles. For the past three years, the director has set an expectation that RiderCoaches wear all the safety gear when they ride motorcycles. It is a matter of credibility and of practicing what we preach. This “all the gear, all the time” approach has worked well.
- RiderCoaches must be on the NC approved list to teach in North Carolina. RiderCoaches are required to teach at least three classes per year to maintain their position on this list. This requirement is more stringent than the MSF requirement that an RC teaches two classes every two years. We expect our RiderCoaches to teach more frequently as we believe that long periods of inactivity cause lapses in the quality of instruction. We try to ensure a balance that allows us to have enough people to teach the necessary classes without causing difficulty in RC’s keeping their approved status due to an overabundance of RiderCoaches.

### COURSES

Course Title	Community Colleges		Military Sites		Other NCMSEP Sites	
	Courses Offered	Students	Courses Offered	Students	Courses Offered	Students
Basic RiderCourse (BRC)	702	6,508	220	1,719	151	1,131
Experience RiderCourse (ERC)	11	61	18	187	3	40
Advanced RiderCourse (ARC)	3	16	19	129	0	0
3-Wheel Basic RiderCourse (3WBRC)	3	9	0	0	0	0
Returning Rider BasicRider Course (RRBRC)	0	0	0	0	0	0
Rider Coach Training	1	9	0	0	0	0
<b>TOTAL</b>	720	6,603	257	2,035	154	1,256

- Overall the BasicRider Course is the core training program. The other training programs including the Experienced Rider, Advanced Rider and 3-Wheel Basic Rider continue to have strong curriculums and are well regarded by graduates as successful training courses. Student numbers within the motorcycle training courses taken as a whole are down by approximately 9% which is largely accounted for in an enrollment drop during the 3<sup>rd</sup> quarter of 2013. Anecdotally, this seems to be consistent with national trends for MSF training.
- In addition to community college sites, NCMSEP monitors and evaluates the Harley Davidson Rider’s Edge program. The various Harley Davidson retail sites use this program to promote safety as well as utilizing it as a promotional tool for individuals purchasing equipment or apparel from the dealership.
- The NCMSEP also monitors and evaluates military programs offered within the state. This oversight now includes the training held on the Marine bases. Reported impact from the military training sites will likely increase due to the inclusion of the Marine Corp ARC classes next year. By providing oversight from NCMSEP, both the military sites and Harley Davidson dealerships are allowed to issue DMV skills waivers cards.
- In April, 2013 we offered a RiderCoach Preparation course at Lenoir Community College. The participants were chosen based on state need, geographic location, riding skill, teaching experience and potential for success. As a result of this training, nine (9) new Rider Coaches were added to the NC Approved Rider Coach List. We currently have 186 North Carolina Approved RiderCoaches.
- In 2013 we began offering the 3 Wheel Basic RiderCourse at 3 sites across North Carolina: Lenoir Community College in Kinston, Central Carolina Community College in Sanford, and Caldwell Community College in Hudson. We see an increase in the use of 3 wheel motorcycles in the state and have been getting requests for training for such vehicles. We anticipate a growing demand for these course in the future.
- In 2013 we began offering the MSF Returning Rider Basic RiderCourse. This is an abbreviated course for persons that already know how to ride a motorcycle, but would like some additional training before getting on the streets. It is appropriate for those that rode many years ago and find themselves re-entering the sport; or for those with off road experience seeking an endorsement. There is a skills assessment exercise at the beginning of the range portion to ensure that the students are ready for the abbreviated class.

**TRAINING SITES**

- Currently, the NCMSEP offers motorcycle classes through the following community colleges

**Motorcycle Safety Colleges**

A B TECH COMMUNITY COLLEGE	GUILFORD TECHNICAL
ALAMANCE COMMUNITY COLLEGE	JOHNSTON COMMUNITY COLLEGE
BLUE RIDGE COMMUNITY COLLEGE	LENOIR COMMUNITY COLLEGE
BRUNSWICK COMMUNITY COLLEGE	MCDOWELL TECHNICAL CC
CALDWELL COMMUNITY COLLEGE	MITCHELL COMMUNITY COLLEGE
CAPE FEAR COMMUNITY	NASH COMMUNITY COLLEGE
CARTERET COMMUNITY COLLEGE	PITT COMMUNITY COLLEGE
CENTRAL CAROLINA COMMUNITY COLLEGE	RANDOLPH COMMUNITY COLLEGE
CENTRAL PIEDMONT COMMUNITY COLLEGE	ROANOKE - CHOWAN
COASTAL CAROLINA COMMUNITY COLLEGE	ROBESON COMMUNITY COLLEGE
COLLEGE OF THE ALBEMARLE	ROCKINGHAM COMMUNITY COLLEGE
CRAVEN COMMUNITY COLLEGE	ROWAN-CABARRUS COMMUNITY COLLEGE
DAVIDSON COMMUNITY COLLEGE	SOUTH PIEDMONT COMMUNITY COLLEGE
DURHAM TECHNICAL COMMUNITY COLLEGE	SOUTHWESTERN COMMUNITY COLLEGE
FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE	SURRY COMMUNITY COLLEGE
FORSYTH TECHNICAL CC	VANCE-GRANVILLE COMMUNITY COLLEGE
GASTON COLLEGE	WAKE TECHNICAL COMMUNITY COLLEGE

- Classes began in March, 2013 at a mobile training site at Roanoke-Chowan Community College in Ahoskie, NC.
- In June, 2013, Wake Tech opened a second range using our mobile unit trailer. This allows them to offer two Basic RiderCourses in the same weekend; or a Basic RiderCourse and an Experienced or Advanced RiderCourse simultaneously.
- Wilkes Community College was assessed for a new range in 2013 is scheduled to begin offering classes in May, 2014. It will begin as a mobile training site with the intention of becoming a permanent site, based upon demand.

**CONFERENCES AND TRAINING**

- In February 2013, The NCMSEP Director and Range Manager attended the North Carolina Highway Safety Symposium in Winston-Salem, NC.
- In June 2013, the program director traveled to Milwaukee, WI at the invitation of Harley Davidson Motor Company to assess a new motorcycle for training use. He was one of five state directors from around the country to be invited to do so. It was the first time that the motor company has ever revealed a product to persons from outside the company prior to that products release.
- In July, 2013 we offered a Midsummer Update/Retreat in Maggie Valley, NC. Our Key Note Speaker was Dr. Daniel Thomas from SNELL Memorial Foundation. The Snell Memorial Foundation is a leader in helmet safety both in the United States and around the world. Additional topics covered were generated from the results of the new QA program and from the MSF IRETS conference. The SAFETEA-LU grant pays for 100% of the targeted activities.
- In August, 2013, the program director, range manager and Quality Assurance Manager attended a new Quality Assurance Specialist Certification Course offered by the Motorcycle Safety Foundation. The Course was offered in Troy, Ohio. We took the course primarily to analyze its usefulness to our program and our QA team members. Representatives from the MSF came to NC to offer the class to the remainder of our team in January 2014 and we are among the first states to require this certification for our QA team members.
- In August, 2013, the NCMSEP director traveled to Indianapolis, IN for the Motorcycle Safety Foundation (MSF) International Rider Education Training Systems (IRETS) Conference. This was the third such

conference. The conference provided insight into proposed changes in the MSF Basic RiderCourse. The MSF is moving toward an online pre course and a streamlined, more “real traffic based” set of range activities in the BRC.

## **GRANTS**

- A SAFETEA-LU grant was awarded to the program through the Governors Highway Safety Program. This grant was used for training and quality control purposes. This grant pays for Quality Assurance visits, our summer update/retreat and the purchase of new range cards for our RiderCoaches. The SAFETEA-LU grant also helped us to have a summer update with our RiderCoaches. This retreat-style gathering was held in Maggie Valley, NC.
- A continuation grant was approved from the NC Governor’s Highway Safety Program to assist with the purchase of new motorcycles and for the training of our RiderCoaches. This grant helped us to offer a RiderCoach Preparation Course that produced 9 new RiderCoaches. This is a 50/50 matching grant that augments our budget.

## **QUALITY AND ACCOUNTABILITY**

- Former State Director, David Galloway is our Quality Assurance Manager and twelve RiderCoaches were chosen to conduct Quality Assurance Visits around the state in 2013. As a result of additional training our team will grow in the coming year and every team member will be an MSF Quality Assurance Specialist. Our SAFETEA-LU grant funds a stipend paid to these auditors. They are each assigned several sites to monitor. The QA team ensures that RiderCoaches and ranges are in compliance with Motorcycle Safety Foundation requirements and NCMSEP recommendations. This system has been in place for two years and is working very well. Each auditor submits a report online, the State Director reads them, “closes” them and emails the reports to the RiderCoaches and community college representatives involved. This system allows quick feedback and a record of any issues.
- NCMSEP offered three RiderCoach updates at the following locations, McDowell Technical Community College in Marion, Davidson Community College in Lexington at the NCMSEP office in Snow Hill. Although any topic may be discussed at these updates, RiderCoach conduct and curriculum principles were emphasized. Of special note was a presentation by the State Director on the changes to the Motorcycle Safety Foundation Basic RiderCourse, currently referred to as the BRC 2014.

## **MARKETING AND COMMUNICATION**

- In July, 2013, the program director was on Pirate Radio in Greenville, NC to discuss our motorcycle safety course offerings.
- The program staff continues to promote the program through visits to rallies, dealerships, motorcycle organizations and motorcycle gatherings. The Staff Assistant, Carol Pridgen, also maintains a website that offers information to potential students with special areas for RiderCoach and Site Coordinator information.
- Our program Facebook page is growing in popularity.
- In January, 2013, we accompanied the Department of Motor Vehicles to assess the Motorcycle Safety training on the Marine bases. The Marines have been asking for the ability to issue skills waiver cards to their personnel and the DMV wanted our oversight of the program prior to granting the request. As a result of these visits, the Marine bases issue the waiver and report to us their training numbers and are subject to our Quality Assurance program.

## **BUDGET**

- Travel remains a major part of the function of the North Carolina Motorcycle Safety Education Program. Our staff travels many miles during the year to paint ranges, transfer motorcycles, and to attend and conduct meetings. During the past year 9,118 miles were logged on the state truck and 2,546 miles were logged on the staff motorcycles, (Buell Ulysses).

Respectfully submitted by  
Bob Wagner, Director  
North Carolina Motorcycle Safety Education Program