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State Board of Community Colleges

Caswell Building, 200 West Jones Street

Raleigh, North Carolina

May 17, 2013

9:00 a.m.

CALL TO ORDER

Following proper public notification, Chair Hilda Pinnix-Ragland called the State Board of Community Colleges (SBCC) Meeting to order at 9:00 a.m. in the Dr. W. Dallas Herring State Board Room of the Caswell Building. The Chair welcomed those in attendance. Mr. Jenkins called the roll and the following members were present:

Mr. K. Ray Bailey
Ms. Kendra Cotton
Lt. Gov. Daniel Forest
Representative Jimmie Ford
Dr. Stuart Fountain
Mr. Clyde Higgs
Dr. Tom Houlihan
Ms. Janet Lowder
Mr. Eddie Madden
Ms. NaTasha Moody

Chair Hilda Pinnix-Ragland
Dr. Linwood Powell
Mr. Lynn Raye
Dr. Darrell Saunders
Ms. Joanne Steiner
Senator Allen Wellons
Ms. Ann Whitford
Mr. James Woody

Absent: Ms. Norma Turnage and Dr. Samuel Powell

The Chair welcomed Ms. Linda Suggs with the Gates Foundation and Mr. Eric Guckian who is the Governor's Education Advisor.

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

The Chair reminded members of the Board of the ethical requirements for those who are public servants and requested that members identify any conflicts or potential conflicts of interest that they may have with respect to any item on the agenda. Having so requested and hearing none, the Chair asked that the record reflect that no conflicts or potential conflicts of interest were reported or identified.

RECOGNITION OF MEMBERS

The Chair recognized four State Board members, whose terms have expired, with resolutions for their dedicated service to the State Board of the Community Colleges. The State Board members were Mr. Edwin H. Madden, Jr.; Senator Allen H. Wellons; Dr. G. Thomas Houlihan; and Ms. Norma Bulluck Turnage. The Chair will personally deliver Ms. Turnage's to her since she was absent.

APPROVAL OF THE MINUTES

Ms. Steiner made a motion to approve the minutes of the April 19, 2013 meeting of the State Board of Community Colleges. Mr. Woody seconded the motion and the minutes were unanimously approved.

CHANGES TO AGENDA

The Chair polled the committee chairs as to any changes they might wish to make to the agenda, and the results were as follows:

BYLAWS COMMITTEE, Ms. Ann Whitford, Chair

Ms. Whitford stated there were no changes to their agenda.

POLICY COMMITTEE, Ms. Joanne Steiner, Chair

Ms. Steiner requested to move Review for Renewal of Proprietary School Licensure (Attachment POL 2) and Review for Approval of Initial Proprietary School Licensure (Attachment POL 3) from For Future Action to Action.

PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair

Dr. Saunders stated there were no changes to their agenda.

FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair

Mr. Bailey made a motion that the Contract Renewal for Moodle Hosting Services (Attachment FC 6) be moved from Action to the Consent Agenda. The only changes from last year were some colleges were added and a slight increase of money. Mr. Raye seconded the motion and it was unanimously approved by the board members. Mr. Bailey stated they would have six action items. The Finance and Capital Needs Committee will ask for approval to meet before the July State Board Meeting.

PERSONNEL COMMITTEE, Dr. Stuart Fountain, Chair

Dr. Fountain requested to add one item to the agenda...Approval of the Selection of the President for Roanoke-Chowan Community College.

STRATEGIC PLANNING COMMITTEE, Dr. G. Thomas Houlihan, Chair

Dr. Houlihan stated they had no changes to their agenda.

APPROVAL OF THE AGENDA

Mr. Madden moved and Ms. Lowder seconded that the Agenda be approved as presented. By unanimous voice vote, the Agenda was adopted by the Board.

APPROVAL OF THE CONSENT AGENDA

Representative Ford moved and Dr. Saunders seconded that the Consent Agenda be approved as presented. Lt. Governor Forest made a motion that the Allocation for the North Carolina Motorcycle Safety Education Program (Attachment FC 9) be pulled from the Consent Agenda for discussion. By unanimous voice vote, the Board approved the Consent Agenda.

Items approved on the Consent Agenda were as follows:

Performance Measures Modifications (Attachment PROG 8)

APPROVAL OF THE CONSENT AGENDA

(continued)

Curriculum Standard Revisions (Attachment PROG 9)

Central Piedmont Community College – Nondestructive Examination Technology [A50350]

Curriculum Program Application (Fast Track for Action) (Attachment PROG 10)

Cape Fear Community College – Healthcare Business Informatics [A25510]

Central Carolina Community College

Computer-Aided Drafting Technology [A50150]

Healthcare Management Technology [A25200]

Montgomery Community College – Air Conditioning, Heating, and Refrigeration Technology [A35100]

South Piedmont Community College

Automotive Systems Technology [A60160]

Therapeutic Massage [A45750]

Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 11)

Continuing Education:

Nash Community College – Nash Correctional Institution

Custodial/Environmental Services (Commercial Cleaning)

Robeson Community College – Lumberton Correctional Institution

Building Construction Trades (NCCER – Core Curriculum)

South Piedmont Community College – Lanesboro Correctional Institution

HRD Employability Skills (Life Skills)

HRD Career Planning/Assess (Career Planning and Assessment)

HRD Technology Awareness (Technology Awareness)

Small Business Management (Small Business Management)

Vance-Granville Community College – Polk Correctional Institution

HRD Technology Awareness (Technology Awareness)

Western Piedmont Community College – Foothills Correctional Institution

Simulation and Game Development (Simulation and Game Development)

FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair

Allocations for Virtual Learning Community Centers (Attachment FC 4)

Contract Renewal for Learning Management System Licenses (Attachment FC 5)

Contract Renewal for Moodle Hosting Services (Attachment FC 6)

Contract Renewal for Learning Management System Online Helpdesk Services (Attachment FC 7)

Allocations for Early Childhood Associate Degree Accreditation (Attachment FC 12)

Allocations for Mathematics Curriculum Improvement Project (Attachment FC 13)

Contract for Environmental, Safety, and Health Compliance (Attachment FC 15)

Construction and Property (Attachment FC 18)

Reports:

NCACCP, Dr. Mary Rittling, President, North Carolina Association of Community College Presidents

Mr. Jenkins reported for Dr. Mary Rittling.

NCACCP, Dr. Mary Rittling, President, North Carolina Association of Community College Presidents (continued)

The Association met on April 24-25, 2013 at Craven Community College. The campus staff and Dr. Chew did an outstanding job hosting the meeting. They had their first Gates sponsored event entitled "Leadership in the Face of Crisis" presented by Brett Sokolow. It was followed by a panel discussion on Thursday in which Dr. Hinshaw, Dr. Deitemeyer, and Dr. Scott shared their campus experiences. The consensus was the program was excellent and provided the presidents with some very important strategies they can implement. The presidents will continue their next presidential professional development at Tri-County Community College in July addressing "curriculum design."

The System Office reports were presented and all committees met.

The main concerns of the Presidents remain the State Budget and legislative bills effecting the operations on their campuses. The North Carolina Association of Community College Presidents (NCACCP) is in support of the budget priorities established by the North Carolina Community College System (NCCCS) and are actively participating in political advocacy on behalf of their students.

The next scheduled NCACCP meeting is July 24-26, 2013, at Tri-County Community College.

Dr. Donny Hunter, President & CEO, North Carolina Association of Community College Trustees

Dr. Hunter was unable to attend the meeting.

N4CSGA, Ms. NaTasha Moody, President

The N4CSGA created a survey to see the requirements of their positions, scholastic requirements, and events they are required to attend on an annual basis. Out of 58 colleges, 48 are members of the N4CSGA and 25 of the schools responded to the survey.

- A 2.5 or higher GPA is the minimum required if they are serving on their board but the President and Vice President are required to carry a 3.0 GPA
- Must carry at least 6 credit hours per semester but many are required to have 12 hours are greater
- Must complete office hours on a daily basis
- Approximately 60 percent of the schools that responded offer some type of incentive
- Plan events for the students on your campuses
- Attend monthly, quarterly, and state meetings
- And the list continues...

The month of May brings a very important event for many students across the state of North Carolina- Graduation! I will be sharing this evening with Wilson Community College, where I will be presenting the Academic Excellence Award. It is a joyous time for many as they embark on the next phase of their lives but most importantly it confirms the success of our North Carolina Community College System. Dr. Phail Wynn, Jr. once said, "The road to knowledge is a journey that has not end. The rapidly changing nature of our global society requires all citizens to become lifelong learners-to continue gaining new skills and new knowledge throughout their lives."

STANDING COMMITTEE REPORTS

BYLAWS COMMITTEE, Ms. Ann Whitford, Chair

Ms. Whitford stated that the Bylaws of the State Board of Community Colleges were adopted January 1991 and last revised in 2007. The Bylaws Committee, along with legal counsel, has been working the last several months to update this document for the Board. She thanked the members of Committee (Mr. Higgs, Ms. Steiner and Dr. Linwood Powell). The document was part of SBCC packet last month for review. On behalf of the Bylaws Committee, Ms. Whitford made a motion to adopt the Bylaws of the State Board of Community Colleges. Mr. Wellons seconded the motion and it was unanimously voice adopted by the Board.

POLICY COMMITTEE, Ms. Joanne Steiner, Chair

On behalf of the Policy Committee, Ms. Steiner recommended and so moved to move Review for Renewal of Proprietary School Licensure (Attachment POL 2) from Future Action to Action. The motion was unanimously voice approved by the Board.

On behalf of the Policy Committee, Ms. Steiner recommended and so moved to approve the Renewal of Proprietary School Licensure (Attachment POL 2). The motion was unanimously voice approved by the Board.

On behalf of the Policy Committee, Ms. Steiner recommended and so moved to move Review for Approval of Initial Proprietary School Licensure (Attachment POL 3) from Future Action to Action. The motion was unanimously voice approved by the Board.

On behalf of the Policy Committee, Ms. Steiner recommended and so moved to approve Review for Approval of Initial Proprietary School Licensure (Attachment POL 3) with one contingency...the approval from the Department of Health and Human Services for Nursing Assistant I for *Research Triangle College of Health Sciences and Technology. Center for Employment Training (CET), Eliada School of Trade Arts, and Life Time Academy* are the other schools requesting initial approval. The motion was unanimously voice approved by the Board.

PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair

On behalf of the Program Services Committee, Dr. Saunders recommended and so moved to approve the Location Waiver Request for Cooperative Innovative High Schools (Attachment PROG 7). The motion was unanimously voice approved by the Board.

On behalf of the Program Services Committee, Dr. Saunders recommended and so moved to approve Temporary Placement Testing Policy Changes (Attachment PROG 12). The motion was unanimously voice approved by the Board.

FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Contract Renewal for College Information System Software Maintenance and Support Services - Ellucian (Attachment FC 8). The motion was unanimously voice approved by the Board.

Mr. Bailey was asked to bring Allocation for the North Carolina Motorcycle Safety Education Program (Attachment FC 9) for discussion. The Lt. Governor said it was stated that the program is having a hard time getting people to sign up for these classes and that this type of program is offered by private companies. Ms. Haywood said we could definitely take a closer look at this program. She wanted everyone to be aware that this program is supported with a special tax that is designated for

**FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair
(continued)**

this program. If we don't spend the money on this program, it can't be shifted to other needs. Lt. Governor Forest asked if this was statute and Ms. Haywood confirmed it was. Mr. Bailey stated Lenoir Community College should be asked to look at ways to increase their number of participants. On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Allocation for the North Carolina Motorcycle Safety Education Program (Attachment FC 9). The motion was unanimously voice approved by the Board.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Allocation for New Expanded Prison Education Programming (Attachment FC 10). The motion was unanimously voice approved by the Board.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Allocation for Start-Up Funds for Small Colleges for Prison Education (Attachment FC 11). The motion was unanimously voice approved by the Board.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Community Based Organization Allocations (Attachment FC 14). The motion was voice approved by the Board with one opposition.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Changes to the Construction Project Approval Process (Attachment FC 16). The motion was unanimously voice approved by the Board.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the Purchasing Delegation Request – Central Piedmont and Pitt Community Colleges (Attachment FC 17). The motion was unanimously voice approved by the Board.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to authorize the Finance and Capital Needs Committee to meet in June prior to the July State Board meeting to consider budget actions by the General Assembly and the Finance and Capital Needs Committee subject to ratification by the full Board at their July meeting. The motion was unanimously voice approved by the Board.

PERSONNEL COMMITTEE, Dr. Stuart Fountain, Chair

Dr. Fountain made a motion to go into closed session pursuant to North Carolina General Statute section 143-318(a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statute section 115D-27 and pursuant to North Carolina General Statute section 143-318.11(a)(6) to consider the qualifications, competence, performance, and fitness of individual prospective public employees. Mr. Raye seconded the motion and it was voice approved by the committee. Dr. Fountain made a motion to open the session, Lt. Governor Forest seconded the motion, and it was voice approved by the committee.

On behalf of the Personnel Committee, Dr. Fountain made a motion to approve Dr. Michael Elam as the President of Roanoke-Chowan Community College effective June 17, 2013. Ms. Whitford seconded the motion and it was unanimously approved by voice vote.

STRATEGIC PLANNING COMMITTEE, Dr. G. Thomas Houlihan, Chair

Dr. Sam Powell stated that all items on their Agenda were For Information.

NEW BUSINESS

Ms. Steiner reminded the board members that the Nominating Committee is accepting nominations for Chair and Vice Chair. The voting will take place at the July State Board Meeting.

PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES

President Ralls announced that the May 2013 "System Office MVP Award" recipient was Ms. Renee Batts. The nomination is available at the link below and will be included as Exhibit A in the official State Board records.

http://www.nccommunitycolleges.edu/pr/awards/System%20Office%20Recognition/MVPAwardsDetails.htm#May_2013

President Ralls' report is available on the NCCCS website, as listed below, and will be included as Exhibit B in the official State Board records.

http://www.nccommunitycolleges.edu/pr/PresidentsReports/2013/May2013_PresidentsReport_FINAL.pdf

Dr. Ralls introduced Dr. Ben Fountain, an honorary chair of our 50th Anniversary Committee. Dr. Ben Fountain shared his personal reflections of the importance of this occasion, and the legislation which Dallas Herring referred to as "without doubt one of the major turning points in our educational history, an event which historians in distant times will cite as the beginning of what at last we may hope to call a true system of education." Dr. Ben Fountain's remarks are available on the MCCC website, as listed below, and will be included as Exhibit C in the official State Board records.

http://www.nccommunitycolleges.edu/pr/PresidentsReports/2013/Dr.BenFountainRemarks_051713.pdf

Dr. Stuart Fountain asked, as soon as the meeting adjourns, that everyone gathers outside the Board Room for the dedication of the Dr. W. Dallas Herring State Board Room. As we look from this day forward, to the next 50 years of the North Carolina Community College System, he believes the spirit we should maintain as we continue to impact North Carolina's future, was aptly captured in the words of Governor Terry Sanford when making the case for Senate Bill 72 fifty years ago:

"You will hear some whisperings abroad saying that we have done enough, have moved well and far and rapidly, and so it is time now to slow down, rest, and catch our breath. These whispers come from the fearful and those who have always opposed the accomplishments from which they now would rest. This cannot be and is not the spirit of North Carolina. Much remains to be done, to provide better educational opportunities for the competition our children will surely face, to encourage broader economic development so everybody will have a better chance to make a better living. Now is the time to move forward. Now is not the time to loaf along."

CHAIR'S REMARKS

The Chair thanked everyone for coming.

BOARD MEMBERS QUESTIONS/COMMENTS

There were no questions/comments.

DATE OF NEXT MEETING

The next State Board Meeting will be held on Friday, July 19, 2013 originating in the Dr. W. Dallas Herring State Board Room located in the Caswell Building in Raleigh, North Carolina. More information regarding this meeting will be communicated.

EXPIRING TERMS AND VACANCIES

The Chair stated there are currently 5 terms expiring and 1 vacancy for the membership of the State Board.

ADJOURNMENT

There being no further business to come before the Board, a motion was made by Representative Ford to adjourn the meeting. After being properly seconded Mr. Madden, the motion was adopted by unanimous voice vote and the Board was adjourned at 10:07 a.m.

RESPECTFULLY SUBMITTED BY:

Secretary

APPROVED BY:

Dr. R. Scott Ralls, System President

Ms. Hilda Pinnix-Ragland, Chair