

MINUTES
Programs Committee
State Board of Community Colleges
January 19, 2017

MEMBERS PRESENT:

Dr. Sam Powell, chair

Dr. Breeden Blackwell

Ms. Kirsten Stovall

Dr. Candler Willis, vice chair*

Mr. Bill McBrayer

Absent: Lt. Governor Dan Forest

*via phone

SYSTEM OFFICE STAFF AND OTHERS:

Dr. Lisa Chapman

Dr. J.W. Kelley

Mr. Matthew Hayes

Ms. Renee Batts

Dr. Hilmi Lahoud

(Charlotte-Mecklenburg
Schools (CMS))

Mr. Wesley Beddard

Ms. Leslie Leake

Mr. Brian Schultz (CMS)

Ms. Amy Cooke

Ms. Margaret Robertson

Ms. Stephanie Kelso (CMS)

Ms. Alexandra Doles

Dr. Frank Sculetta

Ms. Sherry Reach (Cambridge
International Examinations)

Dr. Lisa Eads

Dr. Bob Witchger

Mr. Keith Lucey (Cambridge
International Examinations)

Ms. Jennifer Frazelle

Dr. Wanda White

Dr. Trudie Hughes

Ms. Julie Woodson (NCACCT)

Mr. Nate Humphrey

WELCOME AND ETHICS STATEMENT

Dr. Powell called the meeting to order at 1:30 p.m. in the J. Gregory Poole Conference Room in the Caswell Building. Roll was taken and there was a quorum. Dr. Powell read the Ethics Awareness and Conflict of Interest Statement and asked if there were any known conflicts. None were noted.

APPROVAL OF THE AGENDA

Dr. Powell requested a motion to approve the January 19, 2017 agenda. Dr. Blackwell made a motion to approve the agenda and Mr. McBrayer seconded the motion. The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES

Dr. Powell requested a motion to approve the November 17, 2016 minutes. Mr. McBrayer made a motion to approve the minutes and Dr. Blackwell seconded the motion. It was unanimously approved by the committee.

FOR INFORMATION

Finance Committee Agenda Items

NCWorks Career Coach Program Allocations (Attachment FC 13) [CA]

Dr. Powell asked if the Career Coach Program was in design for 2 years. Dr. Chapman clarified that the program is at about 1.5 years into implementation. This is the first full year for coaches. There is continued discussion with the legislature on expanding the funding for the program due to the need for a broader reach. Dr. Powell asked if the expansion is dependent on the legislature approving. Dr.

Chapman confirmed that this is recurring funding and that the legislature would need to continue the recurring funding.

Service Agreement for ISIR Verification Services 2017-2018 (Attachment FC 14) [CA]

Dr. Powell asked if the ISIR Verification Service was a centralized system which Dr. White confirmed. Dr. Powell followed up asking that, if a student went from one college to another, would this information be carried over. Dr. White confirmed that if the record was verified at the North Carolina State Education Assistance Authority, then those records would not have to be verified again at another community college.

Dr. Powell asked if it is envisioned that all of the community colleges would participate in the future. Dr. White stated that community college participation is voluntary and that some colleges already have a process in place that they feel is working for their system, they are able to process the records in a timely manner themselves, especially with students being able to use 2015 tax returns for the 2016-2017 and the 2017-2018 school year. With these records already on file, the community colleges have chosen to not enter into the verification process with the State Education Assistance Authority.

Dr. White stated that this service is recommended to colleges that have a shortage of staff or an inexperienced staff in order to process student records in a timely manner for the fall or spring semester.

Programs Committee Information Items

Curriculum Program Application as Approved by the System President (Attachment PROG 1)

- Fayetteville Technical Community College
 - Industrial Systems Technology (A50240)

Jennifer Frazelle stated the documents are in order.

Curriculum Program Termination as Approved by the System President (Attachment PROG 2)

- Bladen Community College
 - School-Age Education (A55440)
- College of the Albemarle
 - Industrial Systems Technology (A50240)
- Haywood Community College
 - Entrepreneurship (A25490)
 - School-Age Education (A55440)
- Randolph Community College
 - Phlebotomy (Certificate) (C45600)
- Rockingham Community College
 - Professional Arts and Crafts: Clay (A30290)
 - Professional Arts and Crafts: Sculpture (A30290)
- South Piedmont Community College
 - Baking and Pastry Arts (A55130)
- Southeastern Community College
 - Forestry Management Technology (A15200)

- Environmental Science Technology (A20140)
- Invasive Species Management (Certificate) (C20240)
- Pharmacy Technology (A45580)
- Therapeutic Massage (A45750)
- Sustainability Technologies (A40370)
- Vance-Granville Community College
 - Entrepreneurship (A25490)

Dr. Chapman stated that Bladen Community College offers school-age education programs that are still meeting the needs of the students beyond early childhood education. Programs may be consolidated or may be taught through continuing education rather than curriculum.

Ms. Jennifer Frazelle stated that College of the Albemarle had a turnover of staff including a new vice president when they applied to offer Industrial Systems Technology, and that the college's initial market analysis to determine the workforce need did not take into consideration that the need is being met by two sister colleges that also offer the program. Dr. Chapman pointed out that Industrial Systems Technology is an expensive program to run due to the cost of equipment.

Dr. Chapman stated that there are some niche programs near the end of list that have low enrollment and are no longer needed. Dr. Blackwell was surprised that Southeastern Community College is dropping Forestry Management Technology. Dr. Blackwell asked if the Forestry Management Program will be offered without the technology component. Ms. Frazelle stated that the college reported a changing workforce need. Staff will follow-up. Dr. Chapman stated that it may be difficult for the college to sustain this program.

SBCC Code Report (Attachment PROG 3)

Ms. Leslie Leake reviewed the report. There were no questions or concerns.

North Carolina Community College Curriculum Standard Revisions (Attachment PROG 4)

- Associate in Arts (A10100) Curriculum Standard
- Associate in Science (A10400) Curriculum Standard

Dr. Chapman stated that the revisions clarify terminology for community college partners. Mr. Beddard shared that this revision includes language to include both The University of North Carolina system as well as the Signatory Institutions of North Carolina Independent Colleges and Universities. Twenty-six independent colleges and universities have signed the Independent Comprehensive Articulation Agreement. Dr. Blackwell asked for a list of colleges that have adopted the Independent Comprehensive Agreement. Mr. Beddard stated that some schools like Duke, Wake Forest, and Davidson will not sign as these institutions have limited transfer numbers, but they are typically generous in awarding credits based on the agreement. Dr. Blackwell asked if full credit is given to the students and Mr. Beddard stated that almost all of the schools do offer full credit even if they have not joined as a signatory institution.

Three Year Accountability Reports – Programs Implemented During 2013 (Attachment PROG 5)

Dr. Chapman stated community colleges are required to report status of programs three years after program implementation. This report requirement was added to the program application process in 2012. The list of programs presented represents programs implemented in 2013, which were the first series of reports due.

Ms. Jennifer Frazelle stated forty program accountability reports had been submitted by the due date and were completed in a thoughtful and thorough manner by the colleges. Academic Programs staff reviewed the reports and consulted with colleges on any areas of concern. Since the revised program application process required additional local board involvement, it was the recommendation of staff that the local board review and sign the accountability reports before they are submitted. Dr. Chapman stated that this change would enable the local board to be informed about programs they are supporting for appropriation. Dr. Powell recommended adding a signature line to the accountability report for the local board indicating that the information has been shared with the Board of Trustees.

FOR FUTURE ACTION:

NC Community Colleges Career and College Ready Report (Attachment PROG 6)

Ms. Barbitta reviewed the report which will be submitted to the legislature in March 2017. Information sessions will be held this Spring across the state to engage additional partnerships from high schools and community colleges for Phase II and site visits will be conducted at currently participating partnerships. Information gathered will be used to narrow options for partnerships. Dr. Chapman clarified that this is an unfunded mandate that requires annual reports on success including how students move through course and how course affects students' career and college readiness going through the Community College system and the UNC system.

Dr. Powell asked for details about enrolling students and if it is mandatory. Ms. Barbitta stated that the course will be a mandatory elective for students below the cutoff during Phase III, full implementation (Fall 2018). Currently the college/high school models can determine if the remedial courses are mandatory or optional. In some schools, a large number of students would fall below the required GPA, which is causing trepidation. One high school in Pitt County would have over 300 seniors who would be required to participate in this program if the GPA cutoff was 2.8. This school opted for a lower GPA cutoff. Data from the Phase I models will help inform the correct GPA to be used moving forward.

Initiation of the Rulemaking Process to Amend Title 1, Chapter G – Full-Time Equivalent (FTE) (Attachment PROG 7)

Dr. Chapman reviewed the impact of this code change. It will clarify language in the rule about how colleges record FTE and enable the System President to establish an academic calendar outside of the traditional reporting year.

Cambridge Course Weighting Request (Attachment PROG 8)

Dr. Eads stated that Charlotte-Mecklenburg school system is requesting that the Cambridge courses receive the same GPA weighting as AP/IB dual enrollment courses that are accepted by the Articulation

Agreement. G.S. 116-11(10a) outlines GPA standardization. This request was presented to the University of North Carolina (UNC) Board of Governors during the October 10, 2015 meeting and approved. Dr. Chapman explained that requests of this nature should go to both boards, but due to staffing changes, this did not happen. Dr. Chapman clarified that while UNCGA has already approved this weighting, the Programs Committees' independent decision should not be affected by that.

Dr. Eads and Dr. Chapman, with the assistance of representatives from Cambridge, reviewed information based on member questions:

- Charlotte-Mecklenburg is currently the only district in North Carolina that offers this program but the school district is hoping to take the lead in utilizing this program so that more districts may decide to offer this program to their students as well.
- Cambridge is a department of University of Cambridge that provides instructionally aligned materials from kindergarten up through high school years. The program is similar to AP and IB courses. The tests are given at the end of the course, which lasts one full year. There are no gaps like the AP courses which can have the class end in the first semester but tests are not administered until the end of the second semester.
- The courses have equal weight and rigor in the view of the Department of Education and state universities. Cambridge offers the rigorous coursework that is seen in the IB program but offers the flexibility provided by the AP program. Cambridge allows a student to take a course load that is specific to them where they can decide to take the full course load or they can choose to take a subject that they excel in and focus specifically on that strength.
- There is an \$8,000 flat license fee for the schools to join and a charge for the end-of-course exams. If a school reaches the threshold of \$12,000 in a year, then Cambridge does not charge the license fee that gives schools access to all 70 courses, all 50 courses for grades 11-12, all support materials, all old exams, and trainings. Currently there is a student fee to take the end-of-course exams but Cambridge requesting legislation to treat these exams like the AP/IB exams and have the exams be provided by the state. There will be a cost to the district.
- The student that pass all seven exams would receive a secondary diploma option called the Advanced International Certificate of Education. North Carolina does not accept diplomas from the AP, IB, or Cambridge programs. Students will be able to obtain this diploma before they finish or even start their senior year so they can have this diploma by the time seniors graduate.
- Cambridge allows the schools to decide what is beneficial to the school as far as courses offered. Schools may decide that they only wish to participate in a single course that AP or IB does not provide; the school may provide the entire Cambridge courses in addition to the AP and IB courses; or the school may use only the Cambridge courses.
- Dr. Powell asked if there is a minimum number of students per class or if there would be a situation where a high school teacher would be teaching a class where there are some Cambridge students, some AP students, and some IB students in the same class. Cambridge stated it would be fine. Dr. Chapman clarified that these students have the opportunity where they could take the college transfer pathway through the community college system as well.
- One of the differences with the Cambridge program is that they offer the rigorous courses in grades 11-12 but also provide these courses in grades 9-10 so they are prepared for the college-level grade 11-12 classes. These courses also allow students to have time for other activities like sports and ROTC. Dr. Blackwell asked how student athletes would be able to have time to meet the academic rigor of these courses while playing sports. Cambridge provided examples of student

athletes who are graduating from this program but this program provides guidance along with the teachers and staff which sets the students with the tools to succeed.

The program looks at grades, strengths, and interests and after an application process, they would be approved or denied. They do provide opportunities for students to take the course if they show a weakness in an area. The grading depends on the finding on the individual institution and varies among the schools. In Florida, courses are given credit to the lowest passing grade which is an "E", the equivalent of a "C" in school grades.

Dr. Powell explained that the request needs to be addressed by the full State Board at the February meeting. This will cause delays but the representatives from Cambridge understand that this is the process and they are willing to go through the entire process to gain approval.

North Carolina Community College Cooperative Innovative High School Applications (CIHS)
(Attachment PROG 9)

Dr. Eads reviewed the criteria to approve new cooperative innovative high schools. The State Board of Education has approved the 12 (11 new) applications which are now presented to the State Board. Fayetteville Tech is restructuring their program and is requesting funds. There are currently 116 innovative high schools and 103 are partnered with community colleges, not including the 11 schools applying.

FOR ACTION:

Items for the Consent Agenda [CA]

Associate in Engineering (A10500) Program Applications (Attachment PROG 10) [CA]

- Cape Fear Community College
- Isothermal Community College

Dr. Chapman reviewed a request to approve the Associate In Engineering for Fall 2017. Documents are complete and the requesting community colleges met requirements.

Curriculum Program Application (Fast Track for Action) (Attachment PROG 11) [CA]

- Cape Fear Community College
 - Business Analytics (A25350)
 - Emergency Management (A55460)
- Durham Technical Community College
 - Hospitality Management (A25110)
- McDowell Technical Community College
 - Landscape Gardening (A15260)
- Montgomery Community College [CA]
 - Associate Degree Nursing (A45110)
- Western Piedmont Community College
 - Cosmetology (A55140)

Dr. Chapman reviewed requests to approve programs under the Fast Track for Action. Documents are complete for all of the applications and the requesting community colleges met requirements. Ms.

Renee Batts stated that after approved by committee, the Associate Degree Nursing will go before the Nursing Board.

Curriculum Standard Revision (Attachment PROG 12) [CA]

- Carteret Community College
 - Culinary Arts (A55150)
- Pitt Community College
 - Nuclear Medicine Technology (A45460)
- Wake Technical Community College [CA]
 - Criminal Justice Technology/Latent Evidence (A5518A)

Dr. Chapman reviewed requests to approve revisions.

Dr. Eads stated that the Culinary Arts revision adds another option to meet nutrition course requirement. All of the colleges were in favor with the exception of one who feels that the current courses meet their needs.

Ms. Batts stated that there are two exams that can be taken by Nuclear Medicine Technology program graduates to meet requirements: the Nuclear Medicine Technology Certification Board exam or the American Registry of Radiologic Technologist exam. Effective January 1, 2017 for students to be eligible to take the Nuclear Medicine Technology credentialing exams, they must graduate from a program accredited by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT). While not all of the community college programs are accredited by JRCNMT, students will continue to be eligible to take the American Registry of Radiologic Technologists credentialing exam if they successfully complete a nuclear medicine program. Of the five colleges, four approved and one abstained as they do not offer the program this year.

Mr. Frank Sculetta stated that Latent Evidence is offered by 12 colleges. Four colleges did not respond. The challenge is that students and parents do not understand the title “Latent Evidence” as most know this as “Forensic Science”. The request is to change the title of the course to meet local industry needs. Dr. Blackwell asked why four colleges did not respond. Mr. Sculetta stated that most colleges know that no response is a Yes vote. Dr. Chapman stated that there are multiple attempts to get responses and Ms. Frazelle stated that there was a slower response possibly due to the holiday season.

Captive/Co-Opted Groups (Attachment PROG 13) [CA]

- Sandhills Community College – Hoke Correctional Institution
 - HRD-4100 Working Smart (HRD Working Smart)

Nate Humphrey reviewed the information. There was a request to offer the Working Smart curriculum 24-30 hours which is a transition program with modules created by Charlotte Works to improve student self-awareness, self-management, work ethics, communication skills, and problem solving.

A motion was made by Dr. Blackwell to approve Attachments PROG 10-13, seconded by Mr. McBrayer and approved via voice vote.

OTHER BUSINESS

ADJOURN

The meeting was adjourned at 2:49 p.m. on a motion by Dr. Powell, seconded by Dr. Blackwell.

Respectfully submitted,
Alexandra Doles
Recording Secretary