



State Board of Community Colleges

Caswell Building, 200 West Jones Street

Raleigh, North Carolina

September 15, 2017

9:00 a.m.

CALL TO ORDER

Following proper public notification, Chairman Scott Shook 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.

ROLL CALL

Mr. Bryan Jenkins called the roll and the following members were present:

Dr. Breeden Blackwell
Ms. Lisa Estep
Treasurer Dale Folwell
Mr. Roderick Gooden
Mr. William Holder
Mr. Bobby Irwin
Mr. Frank Johnson

Mr. Todd Johnson
Mr. Bill McBrayer
Mr. Ernie Pearson
Dr. Samuel Powell
Mr. Lynn Raye
Mr. James Rose
Mr. Scott Shook

Mr. Robert Stephens
Mr. Burr Sullivan
Mr. Clark Twiddy
Mr. Jerry Vaughan *
Mr. Hal Weatherman (rep for
Lt. Governor Dan Forest) *
Ms. Ann Whitford
Dr. Candler Willis

*Attended by telephone

Absent:

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

Dr. Willis reminded members of the Board of the ethical requirements 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, the Chair asked the record reflect no conflicts.

APPROVAL OF THE MINUTES

Mr. Raye made a motion to approve the minutes for the State Board of Community Colleges as presented. Dr. Powell seconded the motion and the minutes were unanimously approved.

CHANGES TO AGENDA

The Chair polled the committee chairs as to any changes to the agenda and the results were as follows:

CALENDAR COMMITTEE, Mr. Bill McBrayer, Chair

Mr. McBrayer stated Calendar Committee has no changes.

PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair

Mr. McBrayer stated Personnel Committee has five items to be discussed in closed session.

FINANCE COMMITTEE, Mr. Lynn Raye, Chair

Mr. Raye stated Finance Committee has no changes

PROGRAM SERVICES COMMITTEE, Dr. Samuel Powell, Chair

Dr. Powell stated Programs Committee would like to move the following items from Future Action to Action:

- The State Board of Community Colleges and the Multiple Pathways to High School Equivalency Course Credit Approval (Attachment PROG 04)
- FY2016-17 Annual Report to the Joint Legislative Education Oversight Committee on NCWorks Career Coach Program (Attachment PROG 05)
- Initiation of the Rulemaking Process to Amend 1D SBCCC 300.4 – “Program Management” (Attachment PROG 06)
- Initiation of the Rulemaking Process to Amend 1G SBCCC 100.1 – “Definitions” (Attachment PROG 07)
- Initiation of the Rulemaking Process to Amend 1B SBCCC 500.1 – “School Absence for National Guard Service” (Attachment PROG 08)
- Initiation of the Rulemaking Process to Amend the Senior Citizen Audit Rules at 1D SBCCC 700.1 – “Audited Courses;” 1E SBCCC 100.1 – “Definitions;” and 1E SBCCC Subchapter 1000 – “Audited Courses” (Attachment PROG 09)

STRATEGIC PLANNING COMMITTEE, Mr. Clark Twiddy / Mr. Jerry Vaughan, Co-Chair

Strategic Planning Committee had no changes. Ms. Whitford will present the items.

ACCOUNTABILITY AND AUDIT COMMITTEE, Ms. Lisa Estep, Chair

Ms. Estep stated Accountability and Audit Committee had no changes.

POLICY COMMITTEE, Mr. Ernest Pearson, Chair

Mr. Stephens stated Policy Committee had no changes.

LEGISLATIVE AFFAIRS COMMITTEE, Dr. Breeden Blackwell, Chair

Legislative Affairs Committee had no changes.

APPROVAL OF THE AGENDA

Mr. Raye made a motion to approve the agenda, Mr. McBrayer seconded the motion, and the motion was unanimously approved by voice vote.

APPROVAL OF THE CONSENT AGENDA

Mr. Raye made a motion to approve the consent agenda as recommended, Mr. Stephens seconded the motion, and the motion was unanimously approved by voice vote.

Items approved on the Consent Agenda were as follows:

FINANCE COMMITTEE, Mr. Lynn Raye, Chair

Allocation of Special Capital Improvement Appropriations (Attachment FC 03)
Construction and Property (Attachment FC 07)

PROGRAMS COMMITTEE, Dr. Samuel Powell, Chair

Curriculum Program Applications – New to the System (Attachment PROG 13)
Curriculum Program Applications – Fast Track for Action (Attachment PROG 14)
Combined Course Library – Continuing Education (Attachment PROG 15)
Courses of Instruction – Captive/Co-opted Groups (Attachment PROG 16)

REPORTS:

Dr. David Johnson, President of North Carolina Association of Community College Presidents

President Johnson updated the board on NCACCP activities:

- The NCACCP has met twice since the last State Board meeting, planning diligently for the year ahead. All committees are hard at work with initiatives such as,
 - Setting legislative priorities
 - Developing a New Presidents Orientation
 - ERP Planning
 - Apprenticeship and Soft Skills Training
 - Response to Rules changes
- NCACCP met on Wednesday and appreciate the System Office support of its efforts. Mr. Grant Godwin, NC Community College Foundation Board member, gave an overview of the Foundation, emphasizing the Foundation’s need for feedback on worthy and potential projects for funding.
- Presidents are on record supporting language in the five rules revisions to which you will respond today for initiation.
- In addition to the many ways Presidents are a part of System endeavors, they are assisting with the System’s Strategic Plan. The association is represented on all four of the Plan’s Development Committees.
- Several presidents were present at the Legislative Affairs Committee meeting on Monday, returning on Wednesday, and participating in State Board Committees yesterday. Two presidents are serving on the My Future NC (P-16) Commission and two presidents will be assigned to the System Performance Measures Committee.
- Presidents will meet regionally next week.
- The next meeting of the NCACCP will be our first quarterly meeting for the year and will be held October 25, 26, 27. It will be hosted in Asheville by AB Tech, and sponsored, in large part by A-B Tech, Blue Ridge, McDowell, Haywood and Southwestern Community Colleges.

Mr. Roderick Gooden, President of the North Carolina Comprehensive Community College Student Government Association

Mr. Gooden updated the board on N4CSGA activities:

- On Saturday, August 19, 2017, the N4CSGA had its executive board meeting at Randolph Community College. The Fall N4CSGA Conference plans were verified and updated confirming Dr. Gary Green, President of Forsyth Technical Community College, and Mr. Allan Joines, Mayor of Winston-Salem, will be welcoming the students at the Fall Conference at Benton Convention Center in Winston-Salem on Friday, October 20. We are bringing in Cory Bennett, of NCXchange as a workshop presenter and opening speaker. D. Craig Horn, Representative of the 68th District, as will be the keynote speaker on Saturday, October 21 at the banquet.
- Michael Campbell, Local Interactions Chair, continues to meet with Ms. Mary Shuping to address the legislative concerns for the students of North Carolina. Brandon Watt, Special Populations Chair, continues to work to get a speaker to address the DACA concerns brought up at the N4CSGA Spring Conference.
- For the first time, the N4CSGA will have a free resource fair as part of conference. There will be multiple organizations attending representing financial literacy, a food bank, and multiple non-profits which serve the communities of North Carolina. Not only is this educational opportunity but an opportunity for students to see the importance of volunteering and giving back.
- Division meetings are scheduled for Saturday, September 23. Eastern Division is being held at Fayetteville Technical Community College, Central Division at Randolph Community College and Western Division at Caldwell Community College. There are currently 29 schools registered with 186 participants.
- The Enterprise Resource Planning (ERP) Committee has been working to gather feedback from students, faculty, and staff, to facilitate changes for the NC System. A survey has been sent and multiple workshops have been attended on sixteen (16) college campuses. This information will help represent the collective needs of community colleges across North Carolina.
- The participants of the Student Leadership Development Program have their first mini session scheduled for November 3-4, at Greensboro Highpoint Marriott. Students can expect more workshops geared towards growing as student leaders.
- Mr. Gooden shared he was interviewed by the public broadcasting station of Fayetteville Technical Community College. The interview covered the student needs on campus, the effectiveness of the Student Government Association and my role as the N4CSGA President.
- Mr. Gooden thanked Ms. Mary Shuping for agreeing to present a workshop at the fall conference.

Ms. Haygood said there were over 7,700 students that replied to the ERP survey. She thanked the N4CSGA for its hard work.

Chairman Shook recognized past N4CSGA President Priya Balakrishnan and asked for an update. Ms. Balakrishnan shared her plans for graduate school.

COMMITTEE REPORTS

CALENDAR COMMITTEE, Mr. Bill McBrayer, Chair

2018 State Board of Community Colleges Meeting Calendar (Attachment CAL 01)

Mr. McBrayer presented the proposed State Board calendar for 2018.

Mr. McBrayer recommended and moved the following item be approved by the board:

2018 State Board of Community Colleges Meeting Calendar (Attachment CAL 01)

The motion was unanimously approved by voice vote.

PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair

For Information

System Office Vacancy Report – September 2017 (Attachment PER 01)

Mr. McBrayer brought attention to the information item that outlines the vacancies at the System Office. This report will be provided to the board monthly.

For Action

Personnel Committee Charter (Attachment PER 02)

Ms. Haygood shared the charter is rooted in the authorizations given to the State Board by G.S. 115D-3 in relation to the System Office and 115D-5 in relation to responsibilities of the Committee to establish policies and procedures. This committee focuses on college presidents, personnel policies of the colleges and the System Office, and EPA positions at the System Office.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the following item be approved by the board:

Personnel Committee Charter (Attachment PER 02)

The motion was unanimously approved by voice vote.

The Board entered closed session pursuant to North Carolina General Statute section 143-318.11(a)(1) to prevent the disclosure of information that is confidential or privileged pursuant to North Carolina General Statute sections 115D-27 and 126-22 and pursuant to North Carolina General Statute section 143-318.11(a)(6) to consider the qualifications, competence, performance, and fitness of individual public employees following a motion by Mr. McBrayer, a second by Mr. T. Johnson, and voice vote by the Board.

Mr. McBrayer presented the following items to the Board:

- Consideration of Candidate for President of Roanoke Chowan Community College
- Consideration of Candidate for Director of Foundation and Engagement Services
- Consideration of Candidate for Executive Assistant
- Consideration of Candidate for Executive Director of Public Affairs

- Consideration of Candidate for Acting System President

Mr. McBrayer motioned to go back into open session, seconded by Mr. Irwin, with the Board approving via voice vote.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the following item be approved by the board:

Dr. Stanley Elliott to serve as President of Roanoke-Chowan Community College effective October 2, 2017

The motion was unanimously approved by voice vote.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the following item be approved by the board:

Ms. Chreatha Alston to serve as Director of Foundation and Engagement Services effective September 18, 2017

The motion was unanimously approved by voice vote. Chairman Shook congratulated Ms. Alston.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the following item be approved by the board:

Ms. Kelly Barretto to serve as Executive Assistant effective September 18, 2017

The motion was unanimously approved by voice vote.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the following item be approved by the board:

Mr. Brian Long to serve as Executive Director of Public Affairs effective November 1, 2017.

The motion was unanimously approved by voice vote.

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved the following item be approved by the board:

Ms. Jennifer Haygood to serve as Acting System President effective October 1, 2017.

The motion was unanimously approved by voice vote.

Mr. McBrayer asked President Johnson to pass on appreciation to the presidents who have been attending the State Board committee meetings and providing input.

FINANCE COMMITTEE, Mr. Lynn Raye, Chair

Finance Committee Charter (Attachment FC 04)

Mr. Raye stated the charter was reviewed during the committee meeting.

On behalf of the Finance Committee, Mr. Raye recommended and moved the following item be approved by the board:

Finance Committee Charter (Attachment FC 04)

The above item was approved by voice vote.

Contract Amendment for Environmental, Safety, and Health Compliance (Attachment FC 05)

Ms. Grovenstein stated this request is to amend the contract approved in May 2017. This amendment provides for a one-time increase to cover the cost to procure the BullEx® BullsEye Digital Fire Extinguisher Training System for a cost not to exceed \$17,194.

On behalf of the Finance Committee, Mr. Raye recommended and moved the following item be approved by the board:

Contract Amendment for Environmental, Safety, and Health Compliance (Attachment FC 05)

The above item was approved by voice vote.

Contract for Moodle Hosting Services (Attachment FC 06)

Ms. Grovenstein stated this request will provide a one year contract extension with Remote Learner, the current Moodle learning management system (LMS) software and support services. This one-year extension will allow the time needed to issue a request for proposal (RFP), award a new contract for Moodle hosting services and provide transition time for North Carolina Community Colleges included in this contract. Due to delays, the RFP selection process will take several more months. This contract extension will allow the continued support for the 28 colleges that utilize this system.

On behalf of the Finance Committee, Mr. Raye recommended and moved the following item be approved by the board:

Contract for Moodle Hosting Services (Attachment FC 06)

The above item was approved by voice vote.

Construction and Property (Attachment FC 07)

Mr. Raye brought attention to the revised Attachment FC 07 at each member's seat.

- Project 2085 under Project Approval – Amended (Connect NC Bond Funds) – the amount was amended from \$2,172,598 to \$6,234,589.

PROGRAMS COMMITTEE, Dr. Sam Powell, Chair

The State Board of Community Colleges and the Multiple Pathways to High School Equivalency Course Credit Approval (Attachment PROG 04)

Dr. Chapman reviewed the history and the review process. The review recommended competencies important to the program. This includes a technology component / digital literacy, transcribing and program management. Dr. Powell stated student must have mastery in five areas. Dr. Chapman stated the HSE meets the requirements for the State of North Carolina.

On behalf of the Programs Committee, Dr. Powell recommended and moved the following item be approved by the board:

The State Board of Community Colleges and the Multiple Pathways to High School Equivalency Course Credit Approval (Attachment PROG 04)

The above item was approved by voice vote.

FY2016-17 Annual Report to the Joint Legislative Education Oversight Committee on NCWorks Career Coach Program (Attachment PROG 05)

Dr. Powell stated this is a required report to State Legislature which is due October 1, 2017. Dr. Powell reviewed the item. Dr. Chapman shared the reporting requirements include the local Board of Trustees reporting annually to the State Board for a compilation to be submitted to the Legislature.

Annual funding is received on a two-year cycle. Dr. Chapman reviewed the implementation of the cycle.

Discussed survey on page 10 which shows how the pathways are utilized.

On behalf of the Programs Committee, Dr. Powell recommended and moved the following item be approved by the board:

FY2016-17 Annual Report to the Joint Legislative Education Oversight Committee on NCWorks Career Coach Program (Attachment PROG 05)

The above item was approved by voice vote.

SBCC Code Items (Attachment PROG 06-10)

Initiation of the Rulemaking Process to Amend 1D SBCCC 300.4 – “Program Management”
(Attachment PROG 06)

PROG 06 – There has been work throughout the state on revising the Continuing Education chapter. The major changes include changing the Internal Program Accountability to the Accountability and Integrity plan (page 1, lines 11-12) and each college shall adopt a class visitation plan as part of Continuing Education (outlined page 1, lines 16-23). Another major change is the opportunity to serve minors through Career and College Promise (CCP) in Continuing Education (pages 2-6). The language mirrors the language in Curriculum CCP. The groups have worked to ensure the offerings will be consistent.

Initiation of the Rulemaking Process to Amend 1G SBCCC 100.1 – “Definitions” (Attachment PROG 07)

PROG 07 – Chapter G – Definitions – this is to reduce the duplication of language throughout the code.

Initiation of the Rulemaking Process to Amend 1B SBCCC 500.1 – “School Absence for National Guard Service” (Attachment PROG 08)

PROG 08 – School Absence for National Guard Service rule will prevent students from being negatively impacted if service takes them away from class. This rule is currently temporary. After review, it was decided the language will include all military personnel. The college is to work within reason with either refund the course fees or switch the student to another format of learning.

Initiation of the Rulemaking Process to Amend the Senior Citizen Audit Rules at 1D SBCCC 700.1 – “Audited Courses;” 1E SBCCC 100.1 – “Definitions;” and 1E SBCCC Subchapter 1000 – “Audited Courses” (Attachment PROG 09)

PROG 09 – Senior Citizen Audit rule is currently temporary and this item introduces the permanent rule. After review, there was clarifying language added to enable colleges to adopt procedures to identify what courses are available or not available for audit.

Initiation of the Rulemaking Process to Amend 1D SBCCC Subchapter 400 – “Curriculum”
(Attachment PROG 10)

PROG 10 – The Curriculum chapter has been presented to the State Board before. This change will codify policies and procedures on how the System manages the curriculum.

On behalf of the Programs Committee, Dr. Powell recommended and moved the following item be approved by the board:

Initiation of the Rulemaking Process to Amend 1D SBCCC 300.4 – “Program Management”
(Attachment PROG 06)

Initiation of the Rulemaking Process to Amend 1G SBCCC 100.1 – “Definitions” (Attachment
PROG 07)

- Initiation of the Rulemaking Process to Amend 1B SBCCC 500.1 – “School Absence for National Guard Service” (Attachment PROG 08)
- Initiation of the Rulemaking Process to Amend the Senior Citizen Audit Rules at 1D SBCCC 700.1 – “Audited Courses;” 1E SBCCC 100.1 – “Definitions;” and 1E SBCCC Subchapter 1000 – “Audited Courses” (Attachment PROG 09)
- Initiation of the Rulemaking Process to Amend 1D SBCCC Subchapter 400 – “Curriculum” (Attachment PROG 10)

The above item was approved by voice vote.

Military-Credit for Prior Learning Policy (Attachment PROG 11)

Dr. Chapman shared that SL 2014-67 (SB 761) required education agencies to work on and implement a unified plan to grant credit for military service and learning. Policies and procedures have been established in collaboration with the UNC system. Once the process is complete, it will enable the student to obtain credits for approved academic credits which will transfer with them.

The Board discussed the importance of this policy.

On behalf of the Programs Committee, Dr. Powell recommended and moved the following item be approved by the board:

Military-Credit for Prior Learning Policy (Attachment PROG 11)

The above item was approved by voice vote.

Programs Committee Charter (Attachment PROG 12)

Dr. Powell stated changes were made to the charter based on discussions at the August meeting. The Committee was pleased with the result.

On behalf of the Programs Committee, Dr. Powell recommended and moved the following item be approved by the board:

Programs Committee Charter (Attachment PROG 12)

The above item was approved by voice vote.

STRATEGIC PLANNING COMMITTEE, Ms. Ann Whitford for Mr. Twiddy and Mr. Vaughan, Co-Chairs
For Information

Economic Overview and Tools (Attachment PLAN 01)

Ms. Whitford shared the committee saw a presentation from the Department of Commerce. Ms. Haygood stated the presenters were from the Labor Economic Analysis Division. The System is working with them to develop a working relationship to better utilize the workforce data. The goal of the

presentation was to make the committee aware of the information available and the developing partnership.

My Future NC (P-16 Commission) and Education Cabinet Update (Attachment PLAN 02)

Ms. Haygood reminded the Board President Williamson spoke about P-16 commission in May. Attachment PLAN 02 outlines the work done by the commission. There is a proposed charter for the commission, which is now called My Future NC. This commission intends to look at North Carolina's education continuum and look at how the various sectors can work together to increase educational attainment in North Carolina.

The draft charter outlines the commission's focus. The ultimate outcome is to have proposed recommendations by the end of 2018. Dr. Jeff Cox, President at Wilkes and Dr. Stelphanie Williams, President at Vance Granville CC have been invited to participate and accepted.

The kickoff is scheduled for Tuesday, October 17th at Davie County Early College at Davidson County Community College.

Strategic Planning Update (Attachment PLAN 03)

Ms. Haygood shared an update on the strategic planning process. Ms. Haygood reviewed the four teams and their progress.

The Legislative Affairs committee met Monday and discussed using the Strategic Plan to drive the development the Legislative priorities.

Proposed Agenda for State Board Planning Meeting (Attachment PLAN 04)

Ms. Whitford reviewed the proposed draft schedule for the October Planning Meeting.

For Action

Strategic Planning Charter (Attachment PLAN 05)

Ms. Whitford reviewed the Strategic Plan Charter.

On behalf of the Strategic Planning Committee, Ms. Whitford recommended and moved the following item be approved by the board:

Strategic Planning Charter (Attachment PLAN 05)

The above item was approved by voice vote.

Mr. Vaughan thanked Ms. Whitford for standing in for the co-chairs.

ACCOUNTABILITY AND AUDIT, Ms. Lisa Estep, Chair

For Information

College Financial Audit Findings 5 Year Summary (Attachment AUD 02)

Mr. Jenkins stated that the cycle for 2015-16 is complete. Thirty-three financial audits were completed with only 4 with findings (12%). Eleven of the thirty-three audits were conducted by outside CPA firms.

Mr. Pearson asked if there is a way to identify findings that are substantial. Mr. Jenkins referred to the summary sheet on AUD 03 which outlines the colleges with findings.

Ms. Estep stated the committee discussed the items and there is a plan to follow up. She recommends members reviewing the items because there is a lot of good information about the colleges in the reports.

For Action

Accountability and Audit Committee Charter (Attachment AUD 04)

Mr. Jenkins stated that the charter was established in 2009 and is periodically updated. Mr. Jenkins reviewed the updates since the previous charter.

On behalf of the Accountability and Audit Committee, Ms. Estep recommended and moved the following item be approved by the board:

Accountability and Audit Committee Charter (Attachment AUD 04)

The above item was approved by voice vote.

Internal Audit Charter (Attachment AUD 05)

Mr. Jenkins reviewed the Internal Audit Charter which governs the internal audit function. During the Quality Assurance Review (QAR) the level of the detail on the charter was positive. There were no substantive changes to the Internal Audit Charter.

On behalf of the Accountability and Audit Committee, Ms. Estep recommended and moved the following item be approved by the board:

Internal Audit Charter (Attachment AUD 05)

The above item was approved by voice vote.

POLICY COMMITTEE, Mr. Bob Stephens, Vice-Chair

Policy Committee Charter (Attachment POL 01)

Mr. Stephens stated the committee has reviewed the Policy Committee charter twice and have no other recommended changes.

On behalf of the Policy Committee, Mr. Stephens recommended and moved the following item be approved by the board:

Policy Committee Charter (Attachment POL 01)

The above item was approved by voice vote.

LEGISLATIVE AFFAIRS COMMITTEE, Dr. Breeden Blackwell, Chair

Legislative Affairs Committee Charter (Attachment LEG 01)

Dr. Blackwell stated the committee reviewed and adopted recommended changes proposed by Mr. Jim Rose. There are no other recommended changes.

On behalf of the Legislative Affairs Committee, Dr. Blackwell recommended and moved the following item be approved by the board:

Legislative Affairs Committee Charter (Attachment LEG 01)

The above items were unanimously approved by voice vote.

Ms. Shuping reviewed highlights from the Legislative Affairs Committee meeting held Monday, September 11, 2017.

- Discussed Legislative process
- Stressed in the importance of involvement of Presidents Association in the process
- Importance of Strategic Plan

Ms. Shuping presented members with Region/Prosperity Zone map.

Action items from Legislative Affairs Committee:

- Members need update staff know about established relationships with legislators.
- Build relationships.
- It is important for Board members to attend legislative events in the local area.
- Important to have communication with presidents, trustees, and legislators.

Chairman Shook asked about the bill concerning presidential searches. Ms. Shuping updated the board.

Dr. Blackwell shared four college presidents attended Monday and provided a lot of information about the colleges and their hopes with the legislative agenda.

NEW BUSINESS

Mr. Raye asked how soon the colleges know when there are policy changes approved by the State Board. Ms. Martin stated the notice is sent via numbered memo on Tuesday after the meeting, but with

the September approvals the notices will go out today due to timing of the October State Board meeting.

Ms. Haygood provided an updated to the Board about the transition of the Apprenticeships program from Department of Commerce to the NC Community College System.

Chairman Shook requested an update from the System Governance Task Force. Ms. Whitford shared the group has met three times and there is good progress. Legislation is being updated with parallel documentation in code which clarifies the legislation. Mr. Jenkins, Ms. Martin, and Ms. Haygood provided the requested clarifying language which is being reviewed. Ms. Estep stated it has been a rewarding process and the meetings are becoming more productive as the committee works together. Ms. Whitford stated the committee is planning to provide language at the NCACCP quarterly meeting in January and will also provide the information to the Board at the January meeting.

Dr. Johnson stated the presidents appreciate the welcoming attitude of the committee.

Chairman Shook shared that Dr. Williamsons' last day is September 30th and Ms. Haygood will be Acting President effective October 1st. The chairman will name a committee to aid in the process of finding the next president. Members are welcome to participate even if not on the committee. Currently, there is no intent to hire an outside search firm. There is no specific timeline for the process. Mr. Raye asked if the position will be advertised. Chairman Shook stated the committee will decide.

BOARD MEMBERS QUESTIONS/COMMENTS

No additional questions or comments

DATE OF NEXT MEETING

The next State Board Meeting will be held on Wednesday, October 18, 2017 through Friday, October 20, 2017 at Catawba Valley Community College in Hickory, North Carolina. More information regarding this meeting will be communicated.

EXPIRING TERMS AND VACANCIES

There are currently no terms expiring and no vacancies for the membership of the State Board.

ADJOURNMENT

There being no further business to come before the Board, Mr. F. Johnson motioned to adjourn, seconded by Dr. Powell unanimously approved by voice vote at 11:03 a.m.

RESPECTFULLY SUBMITTED BY:

Secretary

APPROVED BY:

James C. Williamson, PhD, System President

Mr. Scott Shook, Chair