



**State Board of Community Colleges**

**Caswell Building, 200 West Jones Street**

**Raleigh, North Carolina**

**January 17, 2020**

**9:00 a.m.**

**CALL TO ORDER**

Following proper public notification, Chairman Breeden Blackwell 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.

**MOMENT OF REFLECTION AND PLEDGE OF ALLEGIANCE**

The Board recited the Pledge of Allegiance and recognized a moment of reflection.

**ROLL CALL**

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

- |                        |                   |                             |
|------------------------|-------------------|-----------------------------|
| Dr. Breeden Blackwell  | Mr. Bill McBrayer | Mr. Burr Sullivan           |
| Dr. Catherine Edmonds  | Mr. Hari Nath     | Mr. Steven Walker *         |
| Ms. Lisa Estep *       | Dr. Samuel Powell | (designee for Lt. Governor) |
| Treasurer Dale Folwell | Mr. James Rose    | Mr. Jesse Watts             |
| Mr. William Holder     | Mr. Scott Shook   | Mr. David Willis            |
| Mr. Bobby Irwin        | Mr. Bob Stephens  | Ms. Ann Whitford            |
| Mr. Frank Johnson      |                   |                             |

\* Attended by telephone

Absent: Ms. Mary Ann Rice, and Mr. Clark Twiddy

**ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST**

Dr. Edmonds reminded members of the Board of the ethics requirements and requested members identify any conflicts or potential conflicts of interest. Having so requested, the Chairman Blackwell asked the record to reflect no conflicts.

**RECOGNITION OF GUESTS**

Chairman Blackwell introduced Senator Deanna Ballard. Senator Ballard shared her support of community colleges and her local presidents, Dr. Cox, Dr. Poarch, and Dr. Shockley. Working with

President Hans and Ms. Shuping is a pleasure. The work on MyFuture NC is wonderful. Senator Ballard thanked all State Board members for their service.

President Hans thanked Senator Ballard for her leadership. Mr. Irwin shared he has known Senator Ballard for several years and she has been a strong supporter of community colleges and Allegany County.

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### **APPROVAL OF THE MINUTES**

Dr. Powell made a motion to approve the November 15 and December 11, 2019 minutes, Mr. Rose seconded the motion, and the motion was unanimously approved by voice vote.

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### **CHANGES TO THE AGENDA**

Chairman Blackwell polled the committee chairs as to any changes to the agenda and the results were as follows:

#### **PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair**

Mr. McBrayer stated there are no changes for Personnel Committee

#### **STRATEGIC PLANNING COMMITTEE, Mr. Burr Sullivan**

Mr. Sullivan stated there are no changes for Strategic Planning Committee.

#### **FINANCE COMMITTEE, Mr. Jim Rose, Chair**

Mr. Rose stated the Finance Committee would like to make the following changes:

- Table NC Career Coach Program Funding Allocation Recommendations (Attachment FC 02)
- Introduce Update to Revised Allocation for NC Career Coach Program (Attachment FC 08)

#### **PROGRAMS COMMITTEE, Dr. Samuel Powell, Chair**

Dr. Powell stated the Programs Committee would like to make the following changes to the agenda: Move the following from Future Action to Action:

- Recodify Instructional Cost Definition (Attachment PROG 01)
  - Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.1. – Definitions (Attachment PROG 01A)
  - Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.99. – Budget FTE Funding (Attachment PROG 01B)
- Changes to Reporting of Student Hours for Continuing Education (Attachment PROG 02)
  - Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 200.94. – Reporting of Student Hours in Membership for Continuing Education Classes (Attachment PROG 02A)
  - Initiation of the Rulemaking Process for the Amendment of 1E SBCCC 900.2. – Continuing Education Registration Fee Refunds (Attachment PROG 02B)
- Initiation of the Rulemaking Process for Amendment of 1D SBCCC 300.4 – Program Management (Attachment PROG 03)

- Adoption of a Temporary Amendment to 1G SBCCC 200.95 – Limitations in Reporting Student Membership Hours (Attachment PROG 04)

Move the following from Consent Agenda to For Action

- Curriculum Program Application – Fast Track for Action (FTFA) (Attachment PROG 08)

**ACCOUNTABILITY AND AUDIT COMMITTEE, Ms. Ann Whitford**

Ms. Whitford stated there are no changes for Accountability and Audit Committee.

**STATE BOARD POLICY AND GOVERNANCE, Mr. Bob Stephens, Chair**

Mr. Stevens stated there are no changes for State Board Policy and Governance Committee

**APPROVAL OF THE AGENDA**

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

**APPROVAL OF THE CONSENT AGENDA**

Chairman Blackwell asked for a motion to approve the Consent Agenda. Mr. Stephens made a motion to approve, Mr. Willis seconded the motion, and the motion was unanimously approved by voice vote.

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**Items approved on the Consent Agenda were as follows:**

**FINANCE COMMITTEE, Mr. Jim Rose, Chair**

- NC Career Coach Program Funding Allocation Recommendations (Attachment FC 02)
- Amendment to Contract for Integrated Library System (Attachment FC 03)
- Construction and Property (Attachment FC 04)
- Update to Revised Allocation for NC Career Coach Program (Attachment FC 08)

**PROGRAMS COMMITTEE, Dr. Samuel Powell, Chair**

- Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 09)
- Combined Course Library – Continuing Education (Attachment PROG 10)

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**REPORTS:**

**The Honorable Walter Dalton, President of North Carolina Association of Community College Presidents**

President Dalton provided an update from NCACCP:

- President Dalton shared that NCACCP has been working on the priority budget and expect to be in alignment with the State Board and NCACCT.
- Planning a retreat on Closing the Skills Gap with public school superintendents in April. Will address some of the low hanging fruit and filling rolls.
- Mr. Shook asked about the funding allocated for continuing education. President Dalton stated he is looking forward to seeing how it impacts students.

**Ms. Julie Woodson, President of North Carolina Association of Community College Trustees**

Ms. Woodson provided an update from NCACCT:

- Getting ready to launch registration for Law Legislative Seminar in Raleigh. Reviewed sessions that are planned. Have meeting space set aside for the March State Board meeting.
- Continuing work with Belk Center to revamp the trustee manual. Looking to provide continuing trustee training that is in lock step with the goals of the System. Data literacy is one of the important things that is a focus.
- NCACCT Executive Board meeting will be next Friday.
- Mr. Irwin asked if the training will be both for experienced and new trustees. Is that mandatory? Ms. Woodson reviewed there is a mandate to participate in the training within 6 months of appointment.
- Mr. Irwin asked if there is a team that can help if a board is struggling. Ms. Woodson stated experienced trustees are contacted and offer help through peer-to-peer communication

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**Mr. Jesse Watts, President of North Carolina Comprehensive Community College Student Government Association (N4CSGA)**

Mr. Watts provided an update from N4CSGA:

- The N4CSGA met in November to hold interviews to fill the vacant spots that were still available & to discuss our fall convention which was held at Forsyth Technical Community College in honor of our 50-year anniversary. The interviews went very well, resulting in us filling all the vacant positions except for one: Eastern Division Rep.
- N4CSGA has a meeting on 18 January to interview a potential candidate for the Eastern Division.
- Discussing, in more detail, the community project we voted on at the fall conference. We'll be collecting books for kids at our campuses & taking them to a local donation center in the Raleigh/Durham area during our spring conference, which will be held 3-5 April in Durham.
- The executive committee will also be discussing the upcoming elections as well as working on filling the agenda with speakers & workshops to better empower our students to grow & overcome life's challenges. One topic of concern, besides that of students having their basic needs met, was finances, more specifically dealing with investments, CDs, Roth IRAs, & other life skills they would like to be addressed.
- Invited members to Fayetteville Technical Community College for a Russian dance troupe on January 21, 2020 if they are in the area.

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**COMMITTEE REPORTS**

**PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair**

**For Action**

**Adoption of Amendment of 1C SBCCC 300.1 – Presidential Selection Process (Attachment PER 01)**

Mr. McBrayer discussed the language in this item. This will prevent the colleges from publicly communicating the candidate information prior to approval.

It was out for public comment, and no comments were received.

Mr. Walker stated this is a great idea.

Mr. Johnson asked if this has been a problem before? Ms. Haygood said it is common practice for colleges to have finalists announced. The issue is with the final selection. As a member of the Board, they can tell members, but cannot announce publicly.

Ms. Whitford said it is her understanding it has been an informal communication to do this, so this will codify the practice. She is glad to see we are doing this.

Mr. Stephens said it is good advice anytime we are told about an applicant to not share that information.

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

Adoption of Amendment of 1C SBCCC 300.1 – Presidential Selection Process  
(Attachment PER 01)

The motion was unanimously approved by voice vote.

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Would like to point out that we have several presidents that are leaving soon. Would like to request the personnel committee meet before the February meeting. Mr. McBrayer made a motion to allow Personnel to meet prior to the next meeting and it was unanimously approved.

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**STRATEGIC PLANNING COMMITTEE, Mr. Burr Sullivan, Vice-Chair**

Chairman Blackwell shared Mr. Sullivan will be the new chair for Strategic Planning and Mr. Irwin will be the vice-chair upon Mr. Twiddy's resignation effective March 1, 2020.

Mr. Sullivan shared the Committee meeting included information about items that will be voted on in future months. Advised members to continue to review dashboards.

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**FINANCE COMMITTEE, Mr. Jim Rose, Chair**

Allocation for Title II Professional Development Network Project (Attachment FC 01)

Ms. Grovenstein reviewed Title II and WIOA grant parameters. The 63 providers were eligible to apply for these funds for a professional development project

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

Allocation for Title II Professional Development Network Project (Attachment FC 01)

The above item was approved by voice vote.

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**FOR INFORMATION**

**Tuition and Registration Fee Waiver Report (Attachment FC 05)**

Mr. Rose shared that the tuition waiver analysis should make the Board proud. There were 244,762 students served for a total of \$122,394,826.

Treasurer Folwell brought up a concern about fraudulent use of Pell grants and other scholarships. President Hans said the System works with compliance areas to address. Ms. Haygood reviewed the requirement in Title IV of repayment if the student drops out of a course. The college must pay the grant back and recoup from the student. Treasure stated it puts a community college in a situation where they pay and then try to recoup, which can be inefficient. Mr. Shook asked if there are any teeth to collection efforts. Ms. Haygood shared there are collection programs such as tax garnishment.

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**PROGRAMS COMMITTEE, Dr. Samuel Powell, Chair**

Dr. Gold and Dr. Powell stated that items PROG 01 through PROG 04 would be voted on together.

**Recodify Instructional Cost Definition (Attachment PROG 01)**

- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.1. – Definitions (Attachment PROG 01A)
- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.99. – Budget FTE Funding (Attachment PROG 01B)

**Changes to Reporting of Student Hours for Continuing Education (Attachment PROG 02)**

- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 200.94. – Reporting of Student Hours in Membership for Continuing Education Classes (Attachment PROG 02A)
- Initiation of the Rulemaking Process for the Amendment of 1E SBCCC 900.2. – Continuing Education Registration Fee Refunds (Attachment PROG 02B)

**Initiation of the Rulemaking Process for Amendment of 1D SBCCC 300.4 – Program Management (Attachment PROG 03)**

**Adoption of a Temporary Amendment to 1G SBCCC 200.95 – Limitations in Reporting Student Membership Hours (Attachment PROG 04)**

Dr. Gold reviewed the clarifying language in each of the items. There were no questions from members.

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

**Recodify Instructional Cost Definition (Attachment PROG 01)**

- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.1. – Definitions (Attachment PROG 01A)
- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.99. – Budget FTE Funding (Attachment PROG 01B)

Changes to Reporting of Student Hours for Continuing Education (Attachment PROG 02)

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Initiation of the Rulemaking Process for Amendment of 1D SBCCC 300.4 – Program Management (Attachment PROG 03)

Adoption of a Temporary Amendment to 1G SBCCC 200.95 – Limitations in Reporting Student Membership Hours (Attachment PROG 04)

The above items were approved by voice vote.

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Cooperative Innovative High School (CIHS) Application Approval (Attachment PROG 05)

Dr. Gold reviewed the item and there were no questions.

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

Cooperative Innovative High School (CIHS) Application Approval (Attachment PROG 05)

The above item was approved by voice vote.

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Small Business Center Network Guidelines (Attachment PROG 06)

Dr. Gold shared information from the report. Dr. Powell shared his excitement about the Small Business Network. These new guidelines were vetted through both the NCACCP and NCACCT.

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

Small Business Center Network Guidelines (Attachment PROG 06)

The above item was approved by voice vote.

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Review of Comments and Adoption of Amendment to 1D SBCCC 400.11 – Education Services through Career and College Promise (Curriculum) College Transfer Pathway Requirements for Freshmen & Sophomores (Attachment PROG 07)

Dr. Gold stated that two comments were received on this Code amendment and both were technical in nature and did not require the item to go back out for comment.

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

Review of Comments and Adoption of Amendment to 1D SBCCC 400.11 – Education Services through Career and College Promise (Curriculum) College Transfer Pathway Requirements for Freshmen & Sophomores (Attachment PROG 07)

The above item was approved by voice vote.

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Curriculum Program Application – Fast Track for Action (FTFA) (Attachment PROG 08)

Dr. Gold shared that Wake Technical Community College would like to offer Medical Sonography. Last year the State Board had addressed a request for this program from another college and it was not approved. The program involves a lot of onsite, one-on-one training, which was one of the concerns with the prior request. This item from Wake Technical Community College is presented with negotiations with surrounding colleges complete. Four (4) colleges initially stated they had issues, so Wake Technical Community College has met with them and developed a Memorandum of Agreement to outline how it will be offered without impacting the surrounding colleges. Dr. Gold shared staff placed it on Fast Track because all negative impact issues were resolved before presenting to the Board. Dr. Powell stated it is good to see cooperation.

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

Curriculum Program Application – Fast Track for Action (FTFA) (Attachment PROG 08)

The above item was approved by voice vote.

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**ACCOUNTABILITY AND AUDIT COMMITTEE, Ms. Ann Whitford, Vice-Chair**

Accreditation Actions taken by the SACSCOC Board of Trustees (Attachment AUD 01)

Ms. Whitford shared details of the information item about SACSCOC actions presented to the committee. Edgecombe Community College reaffirmed accreditation with continued monitoring due to a substantive change, their new off-site instructional campuses. Mr. Jenkins shared the goal, according to President McLeod, is to review outcomes of student success at the new locations.

Roanoke-Chowan Community College remains on probation; however, two (2) items have been removed. The remaining three (3) will be addressed in June by SACSCOC.

Mr. Sullivan appreciated what the committee is doing in reference to Roanoke-Chowan. Concerned about departure of Dr. Levy and what will occur after the decision by SACSCOC in June. Chairman Blackwell stated a more detailed conversation will occur in March.

Mr. Irwin concurred that more information is needed as June is when SACSCOC will meet again to discuss. Chairman Blackwell said that once the pieces are in place, the information will be shared. Hope is that in March, a more detailed report can be provided. Mr. Holder stated we help Roanoke-Chowan CC be successful and it will help build solutions for other small rural colleges.



Mr. Shook asked about the investigative report from the Office of State Auditor about James Sprunt CC. Mr. Jenkins shared that staff has not talked with the college president about the report. Ms. Whitford stated she is interested in reading the report. Mr. Jenkins stated he will share the report and that once he speaks with President Carraway, he will present to the Board.

Treasurer Folwell said that the Board should take the learn about the levels of audit as they are not equal. There are many different audits and staff could address how to determine the differences between audits. The knowledge of how to understand these audits will help the Board decide what things should have focus.

President Hans said that Mr. Jenkins will follow up.

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**STATE BOARD POLICY AND GOVERNANCE COMMITTEE, Mr. Bob Stephens, Chair**

Mr. Stephens stated that the four (4) Code items have been heard by the Board when rule making was initiated. SBPG 01 are the comments received for the rules in SBPG 02-SBPG 04.

Review of Comments for 2B SBCCC 300, 2B SBCCC 400, 2B SBCCC 500 (Attachment SBPG 01)

The only comment received was to correct “State Board of Proprietary Schools” or “SBPS” to “Office of Proprietary Schools in the Code items.

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

Approval of Comments for 2B SBCCC 300, 2B SBCCC 400, 2B SBCCC 500 (Attachment SBPG 01)

The motion was unanimously approved by voice vote.

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Repealing and Replacing Subchapter 100 in the Due Process Chapter for the State Board of Proprietary Schools (Attachment SBPG 02)

Mr. Harris reviewed how this will change the hearing process for renewal or issuing licenses for Proprietary Schools. The final approval would still come to the State Board of Community Colleges for approval.

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

Repealing and Replacing Subchapter 100 in the Due Process Chapter for the State Board of Proprietary Schools (Attachment SBPG 02)

The motion was approved by voice vote with dissenting votes from Ms. Whitford and Mr. Holder.

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Repealing and Replacing Subchapter 200 in the Due Process Chapter for the State Board of Proprietary Schools (Attachment SBPG 03)

Mr. Harris reviewed this will be a similar process as the rule in SBPG 02 in relation to suspension or revocation of a license.

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

Repealing and Replacing Subchapter 200 in the Due Process Chapter for the State Board of Proprietary Schools (Attachment SBPG 03)

The motion was approved by voice vote with dissenting votes from Ms. Whitford and Mr. Holder.

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Adoption of 2B SBCCC 300. – Exemptions from Licensure (Attachment SBPG 04)

Mr. Harris presented the Code item. No questions.

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

Adoption of 2B SBCCC 300. – Exemptions from Licensure (Attachment SBPG 04)

The motion was unanimously approved by voice vote.

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Mr. Shook provided a brief Enrollment Task Force update. Next meeting is being scheduled for February.

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**SBCC AWARDS, Dr. Breeden Blackwell, Chairman**

Chairman Blackwell presented the names of the 2020 SBCC Award winners. Chairman Blackwell thanked each of the members who participated in the process.

Staff of the Year Award – Sara Schumacher from Blue Ridge Community College.

Excellence in Teaching Award – Hardin Kennedy from Wilkes Community College.

President of the Year – Dr. Dennis King from Asheville-Buncombe Technical Community College

I.E. Ready – Ms. MC Belk Pilon

Distinguished Partners – Wilkes Community College and GE Aviation

Mr. McBrayer made a motion to approve the award winners, Dr. Powell seconded. The motion passed unanimously.

**PRESIDENTS REPORT:**

President Hans shared that the System Office Staff is off to a fast start in the new year. There is a lot of news that will be shared in the coming months about good work and progress being made. President Hans reminded the Board the priorities of MyFutureNC. The System Office has brought on Dr. Shun Robertson to help identify and implement goals to help achieve the attainment goals of MyFutureNC. Dr. Robertson is a Senior Vice President at UNC and will work with the System Office part-time as part of the Senior Team. President Hans reviewed background and qualifications of Dr. Robertson.

President Hans reviewed the activities of the Legislature Session and is pleased with the accomplishments even though more work remains. Reviewed the needs of the System. Currently conducting a compensation study through a neutral third party to support our request.

Treasurer Folwell asked to bring four items up to the Board:

- Pension plan has earnings of 15% and it is a conservative plan. The pension plan is 15% of payroll and it is worse than in the past.
- Health Plan saw 171k life changing events within the plan. Eliminated some co-pays for 2020 and froze premiums for 2020. In over 25k instances we are increasing reimbursement for primary care and mental health.
- State Debt is seeing low interest rates. The low interest rates are rough on the pension plans. World debt is being borrowed at negative interest rates.
- Focus on DOT to tackle the voter approved debt.

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**BOARD MEMBER QUESTIONS / COMMENTS**

Chairman Blackwell recognized President Amanda Lee.

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**DATE OF NEXT MEETING**

The next State Board meeting is scheduled for Thursday, January 16, 2020 and Friday, January 17, 2020 in the Dr. W. Dallas Herring State Board Room located in the Caswell Building in Raleigh, NC.

**EXPIRING TERMS AND VACANCIES**

There are currently no terms expiring and one (1) vacancy for the members of the State Board.

**ADJOURNMENT**

Chairman Blackwell motioned to adjourn, seconded and unanimously approved by voice vote at 10:53 a.m.

RESPECTFULLY SUBMITTED BY:

*Secretary*

APPROVED BY:

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Peter Hans, System President

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Dr. Breeden Blackwell, Chair