



**State Board of Community Colleges**  
Caswell Building, 200 West Jones Street  
Raleigh, North Carolina  
August 18, 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  | Mr. Todd Johnson  | Mr. Robert Stephens                                     |
| Ms. Lisa Estep         | Mr. Bill McBrayer | Mr. Burr Sullivan                                       |
| Treasurer Dale Folwell | Mr. Ernie Pearson | Mr. Jerry Vaughan *                                     |
| Mr. Roderick Gooden    | Dr. Samuel Powell | Mr. Hal Weatherman (rep for<br>Lt. Governor Dan Forest) |
| Mr. William Holder     | Mr. Lynn Raye *   | Ms. Ann Whitford                                        |
| Mr. Bobby Irwin        | Mr. James Rose    | Dr. Candler Willis                                      |
| Mr. Frank Johnson      | Mr. Scott Shook   |                                                         |

\*Attended by telephone  
Absent: Mr. Clark Twiddy

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

Dr. Willis 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, the Chair asked that the record reflect no conflicts.

**ADMINISTRATION OF THE OATH OF OFFICE**

Chairman Shook asked Justice Chris Dillon, from the North Carolina Court of Appeals to come forward to administer the Oath of Office. The Oath of Office was administered to Mr. William Holder by Justice Dillon

---

**APPROVAL OF THE MINUTES**

Mr. Stephens made a motion to approve the minutes for the State Board of Community Colleges as presented. Mr. McBrayer 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:

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

Mr. McBrayer stated Personnel Committee has no changes.

**FINANCE COMMITTEE, Mr. Lynn Raye, Chair**

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

- Move FC 06 – Initiation of the Rulemaking Process to Amend 1E SBCCC 800.2 – “General Provisions” from Future Action to Action
- Move FC 14 – Construction and Property from Consent Agenda to Regular Agenda.

**PROGRAM SERVICES COMMITTEE, Dr. Samuel Powell, Chair**

Dr. Powell stated Programs Committee would like to move PROG 08 – Customized Training Program Annual Expenditures Report from Future Action to Action.

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

Strategic Planning Committee had no changes.

**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. Pearson stated Policy Committee would like to move POL 03 –Recommendations for Initial Proprietary Licensure from Future Action to Action.

**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, Ms. Whitford seconded the motion, and the motion was unanimously approved by voice vote.

**APPROVAL OF THE CONSENT AGENDA**

Mr. Holder made a motion to approve the consent agenda as recommended, Dr. Powell 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**

Annual Report to the State Building Commission of Capital Projects (Attachment FC 07)  
Allocation for Bionetwork Host Colleges (Attachment FC 08)  
Allocation for Customized Training – Regional Trainers (Attachment FC 09)  
Allocation for Advancing Postsecondary Apprenticeship (Attachment FC 10)

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

Curriculum Program Application – Existing (Attachment PROG 10)  
Revised and Archived Curriculum Standards – Accounting and Finance Alignment Project (AFAP)  
(Attachment PROG 11)  
Curriculum Standard Revision (Attachment PROG 12)  
Curriculum Program Applications – Fast Track for Action (Attachment PROG 13)  
Combined Course Library – Continuing Education (Attachment PROG 14)  
Courses of Instruction – Captive/Co-opted Groups (Attachment PROG 15)  
Career and College Promise Operating Procedures Update (Attachment PROG 16)

---

**Independent Insurance Agents of North Carolina Recognition**

Chairman Shook stated the Independent Insurance Agents of North Carolina (IIANC) are presenting a check for \$60,000 for NC Community College Foundation Scholarships. Representing IIANC were Aubie Knight, Bruce Mallette, Bill Vogedes, LuAnn Wooters, and Stuart Powell. Mr. Stuart Powell serves on the NC Community Colleges Foundation Board.

Mr. Jenkins stated the partnership has been ongoing for almost 5 years. The total donation to date is \$240,000.

**Martin Community College Update**

President Ken Boham provided an update on the progress made at Martin Community College over the past several months. Major accomplishments include:

- The Board of Trustees is performing its duties efficiently
- Working with county schools to assure students are receiving information from advisors
- Implementing a plan to highlight the college’s signature Equine Program
- Collaborating with neighboring colleges to share programs

Chairman Shook made a motion to remove the reporting requirements issued to Martin CC in January 2017. Mr. Raye seconded the motion and the Board approved via voice vote.

**REPORTS:**

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

President Johnson updated the board on NCACCP activities:

- The NCACCP held the quarterly meeting at Surry Community College on July 26-28, 2017.
  - Thanked the board members who attended dinner on Wednesday and Dr. Powell for being in attendance during the whole meeting.

- Conference theme was Navigating the Transition. Sessions related to student success, research initiatives across the State and election of new Officers which include:
  - Dr. Stephanie Williams, Secretary
  - Mr. Walter Dalton, Treasurer
  - Dr. David Shockley, Vice President
  - Dr. David Johnson, President
  - Dr. Deborah Lamm, Past President
- The upcoming year’s agenda include:
  - Establishing the NCACCP legislative agenda early.
  - Developing the concept of an Executive Director for the NCACCP.
  - Moving the needle with the General Assembly regarding financial support by working with the System Office in creating a statewide marketing and branding campaign.
  - Assisting with the development of a System Strategic Plan.
  - Creating a robust New President’s Orientation.
  - Strengthening our relationship with you, the System Office and the Trustee Association.
- The representatives for State Board Committees this year:
  - Accountability and Audit – Dr. Bill Ingram
  - Finance – Dr. Dale McInnis
  - Legislative – Dr. Gary Green
  - Personnel – Dr. John Enamait
  - Policy – Dr. Gary Green
  - Program – Dr. Bill Carver
  - Working to identify a representative on the Strategic Planning Committee
- Dr. Johnson encouraged the State Board members to let the Presidents’ Association know anything that can be done to assist in support of State Board initiatives.

---

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

Mr. Gooden updated the board on N4CSGA activities:

- The eight members of the N4CSGA Executive Board meet on July 22, 2017, to evaluate previous conferences issues and discuss the direction for the upcoming fiscal year.
- Conducted interviews of potential candidates to fill vacant positions.
- Notable Accomplishments:
  - Elected three new board members; Tony Tran, Noelle Lyon, and Jamison McLean
  - Members were nominated to represent the board at the “National Conference on Student Leadership” in Washington, D.C. from November 16-19
- Upcoming or special projects in the works:
  - Division conferences.
  - The organization is working on obtaining an inspirational speaker for the fall conference

Ms. Whitford asked Mr. Gooden for a list of any colleges in her region that do not have N4CSGA participation so she can reach out to each.

**COMMITTEE REPORTS**

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

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 candidate for Interim President of Roanoke-Chowan Community College.

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:

David Forester to serve as Acting President of Roanoke-Chowan Community College effective August 4, 2017

The motion was unanimously approved by voice vote.

---

**FINANCE COMMITTEE, Mr. Lynn Raye, Chair**

**Initiation of the Rulemaking Process to Amend 1E SBCCC 800.2 – “General Provisions”**  
**(Attachment FC 6)**

Ms. Grovenstein reviewed the proposed rule. The request is in response to a new session law.

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

Initiation of the Rulemaking Process to Amend 1E SBCCC 800.2 – “General Provisions”  
(Attachment FC 7)

The above item was approved by voice vote.

---

**Allocation for Title II Section 231 Basic Skills Funds to Community Colleges and Community-Based Organizations (Attachment FC 11)**

Ms. Grovenstein stated this program allocation used to be part of the State Aid Allocation and Budget Policies book, but due to changes with federal requirements, the funds will be allocated utilizing a competitive process starting next fiscal year.

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

Allocation for Title II Section 231 Basic Skills Funds to Community Colleges and Community-Based Organizations (Attachment FC 11)

The above item was approved by voice vote.

---

FY 2017-18 State Aid Allocations and Budget Policies (Attachment FC 12)

Ms. Grovenstein stated that this item was reviewed at the Issues Lunch. There were no questions from the Board.

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

FY 2017-18 State Aid Allocations and Budget Policies (Attachment FC 12)

The above item was approved by voice vote.

---

Prison Education Funds Allocation: Pamlico Community College Recidivism Pilot Project  
(Attachment FC 13)

Ms. Grovenstein reviewed how Pamlico Community College is working with Pamlico Correctional Institution to reduce recidivism among offenders through a pilot project that will serve 60 inmates in 2017-18 and 100 inmates in 2018-19. The money is allocated directly to NC Department of Public Safety and subsequently transferred to the System Office once the item is approved.

Mr. Humphries shared the base program will be Human Services Technologies. Upon release, they could work as a mentor with other high risk people. Mr. Pearson asked for follow up information about the success of the project. Ms. Haygood offered to share the whitepaper President Ross from Pamlico shared with her outlining the success of similar programs.

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

Prison Education Funds Allocation: Pamlico Community College Recidivism Pilot Project  
(Attachment FC 13)

The above item was approved by voice vote.

Construction and Property (Attachment FC 14)

Ms. Grovenstein shared two items were amended during the committee meeting.

- Project 2154 under Amended (Connect NC Bond Funds) – System Office staff was informed that the Board of Trustees at Mitchell Community College have not met to approve this project. It will be moved to September for approval.
- Project 2228 under Closeout (Connect NC Bond Funds) – Tri-County Community College project funds should be listed under New Construction Connect NC instead of Repair and Renovation.

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

Construction and Property (Attachment FC 14)

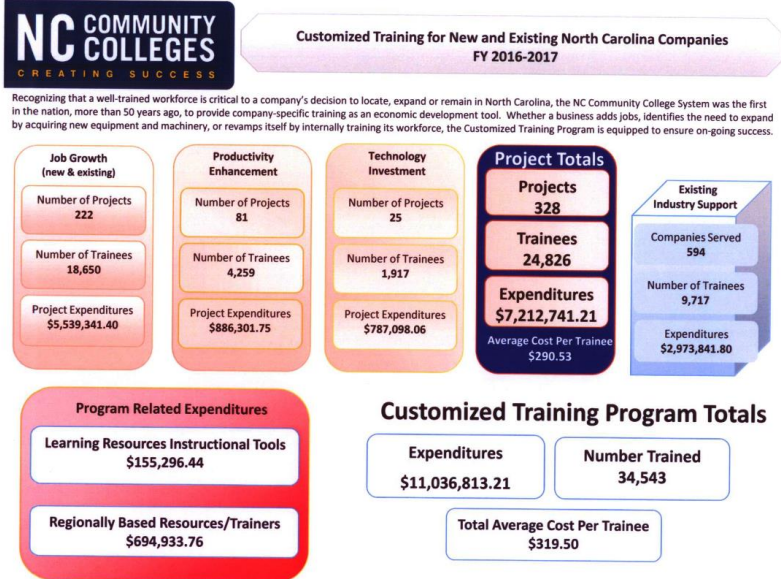
The above item was approved by voice vote.

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

Dr. Powell shared that he has served as liaison on the Presidents’ Association (NCACCT) for the last few years. The members have always been very welcoming and inviting. Dr. Powell encouraged members to attend the meetings when their schedule allows.

Customized Training Program Annual Expenditures Report (Attachment PROG 08)

Dr. Powell stated there is a lot of benefit from this program. The program supports three major aspects of a company’s well-being; job growth, technology investment, and productivity enhancement. This annual report will be presented to the Joint Legislative Oversight Committee on September 1, 2017. Ms. Little reviewed the summary sheet provided to each member. This report represents what the colleges were able to do this past year as the economic development arm for the state. The availability of a skilled and well trained workforce is the number one incentive for a company. Ms. Little reviewed the summary handout.



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

Customized Training Program Annual Expenditures Report (Attachment PROG 08)

The above item was approved by voice vote.

---

**STRATEGIC PLANNING COMMITTEE, Mr. Clark Twiddy, Co-Chair**

Nothing to report from the Committee meeting

---

**ACCOUNTABILITY AND AUDIT, Ms. Lisa Estep**

Special Circumstance Compliance Review Report – Cleveland Community College (Attachment AUD 04)

Ms. Estep stated there was lively discussion about the report on Career and College Promise (CCP) at Cleveland Community College. There were allegations in the community about the CCP program not being run properly. Ms. Haygood shared the local Board of Trustees requested a review so staff has conducted that review to look at the issues. The biggest concern was that the program be structured to lead students toward a credential. At Cleveland Community College, the students would choose a course he/she wanted to take, and change the pathway accordingly. Professional development is being offered at the college and the high schools to assure the program is being implemented in line with the intent of the legislation.

Ms. Estep stated several colleges are administering the program correctly and information needs to be shared across the system of the best practices.

Initiation of the Rulemaking Process to Adopt 1G SBCCC Subchapters 300 – “Reserved for Future Codification” and 400 – “FTE Reporting Accountability” (Attachment AUD 07)

Ms. Haygood shared the history of the Program Audit team, the Program Audit Study Committee, and the changes made to reform the process. There were changes to legislation, State Board Code, and how the System Office interacts with the colleges.

One of the legislative changes has resulted in the rule that is being presented for approval. The rules reflect how the program has been operating since the program was enacted. This will codify the rules and help clarify.

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

Initiation of the Rulemaking Process to Adopt 1G SBCCC Subchapters 300 – “Reserved for Future Codification” and 400 – “FTE Reporting Accountability” (Attachment AUD 07)

The above item was approved by voice vote.

**POLICY COMMITTEE, Mr. Bob Stephens**

Recommendations for Initial Proprietary School Licensure (Attachment POL 03)

Mr. Stephens stated the State Board of Proprietary Schools presented the recommended schools.

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



Recommendations for Initial Proprietary School Licensure (Attachment POL 03)

The above item was approved by voice vote.

---

**LEGISLATIVE AFFAIRS COMMITTEE, Dr. Breeden Blackwell**

Dr. Blackwell stated that the Legislative Committee will approve the charter. The members are asked to read the charter and offer any recommend changes.

Proposed Federal Legislation Facilitating Reverse Transfer (Attachment LEG 02)

Ms. Shuping shared the American Association of Collegiate Registrars and Admissions Officers (AACRAO) is requesting support of proposed federal legislation to create an exception under the Family Educational Rights and Privacy Act (FERPA) which would allow for the sharing of student information between community colleges and four-year institutions to simplify the “reverse transfer” process. The Reverse Transfer program allows the awarding of an associate degree to students who previously attended a community college but did not obtain an associate degree prior to transferring to a four-year college or university. Currently in North Carolina, there is a collaborative effort between North Carolina Community College System and The University of North Carolina. Currently, the law prevents this information being shared without permission from the student. Under the proposed federal legislation, there would be an exception which would allow the university to send student records to the community college to determine if the student meets the requirements for an associate degree without first obtaining the student’s written consent. The student would still be required to provide written consent to receive the degree. The program in North Carolina started in 2014 and in the two years since implemented, there have been 2,278 students have been awarded associate degrees through the Reverse Transfer Program.

The recommendation is the State Board of Community Colleges support the proposed federal legislation. The Committee would like to approve support. A letter has been prepared for Chairman Shook to sign supporting the Legislation.

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

Support Proposed Federal Legislation Facilitating Reverse Transfer and Authorize Chairman Shook to send letter of support to AACRAO on behalf of the full Board (Attachment LEG 02)

The above items were unanimously approved by voice vote.

---

Chairman Blackwell mentioned the Legislative Committee will be meeting in Raleigh in the month of September to start planning for the Legislative session. The committee will report at the October Board meeting.

---

**NEW BUSINESS**

No new business.

---

**BOARD MEMBERS QUESTIONS/COMMENTS**

Chairman Shook reminded members that State Board Orientation will be held on Wednesday, September 13<sup>th</sup> and Thursday, September 14<sup>th</sup>. Ms. Haygood mentioned everyone is invited to the State Board Orientation. There is a session scheduled directly before the Issues Lunch for everyone on Open Meetings Laws and Public Records Laws so everyone can be reminded of the responsibilities under those laws.

---

**DATE OF NEXT MEETING**

The next State Board Meeting will be held on Thursday, September 14, 2017 through Friday, September 15, 2017 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**

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

**ADJOURNMENT**

There being no further business to come before the Board, Mr. McBrayer motioned to adjourn, seconded by Dr. Powell unanimously approved by voice vote at 10:43 a.m.

RESPECTFULLY SUBMITTED BY:  
*Secretary*

APPROVED BY:

---

James C. Williamson, PhD, System President

---

Mr. Scott Shook, Chair