State Board of Community Colleges

Caswell Building, 200 West Jones Street

Raleigh, North Carolina
February 18, 2022
9:00 a.m.

CALL TO ORDER

Following proper public notification, Chairman Burr Sullivan called the State Board of Community Colleges (SBCC) Meeting to order at 9:00 a.m. in the J. Gregory Poole Conference Room of the Caswell Building. Chairman Sullivan welcomed the Board.

MOMENT OF REFLECTION AND PLEDGE OF ALLEGIANCE

Mr. Irwin led the Board in the pledge of allegiance. Ms. Emily Thomas, EdNC, presented tribute remarks for the late President of Halifax Community College, Dr. Michael Elam, then following, Chairman Sullivan asked for a moment of reflection.

ROLL CALL

Ms. Artis called the roll, and the following members were present:

Dr. Lee Barnes
Dr. Shirley Carraway
Ms. Lisa Estep*
Treasurer Dale Folwell*
Mr. Jonathan Harris (Lt. Gov. Mark Robinson designee)
Mr. William Holder
Mr. Bobby Irwin
Mr. Tom Looney
Mr. Bill McBrayer
Mr. Mark Merritt
Mr. Hari Nath
Mr. Andy Penry*
The Hon. Ray Russell
Lt. Gov. Mark Robinson
Ms. Julie Ryan (Comm. Josh Dobson designee)
The Hon. Sam Searcy*
Mr. Burr Sullivan
Mr. Ray Trapp*
The Hon. Terry Van Duyn
Mr. Nathan Vasquez
Mr. Jerry Vaughan
Ms. Sarah West
Ms. Ann Whitford

* Attended via Zoom

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

Ms. Artis reminded members of the Board of the ethics requirements and requested members identify any conflicts or potential conflicts of interest.

No actual or potential conflicts of interest were noted by the Board.

APPROVAL OF THE MINUTES

Mr. McBrayer made a motion to approve the January 21, 2022 minutes. Mr. Holder seconded the motion, and the motion was unanimously approved by voice vote.

APPROVAL OF THE AGENDA, AND CONSENT AGENDA

There were no changes to the Consent Agenda as presented. The following changes were requested to the agenda.

- FC – Dr. Barnes stated the committee has no changes.
- PER – Mr. McBrayer stated the committee has no changes.
- AUD – Mr. Holder stated the committee has no changes.
- PROG – Mr. Irwin stated the committee has no changes.
- SBPG – Mr. Vaughan stated the committee moves to add one (1) addition for Action Item (Increase Community College General Purchasing Delegation (Attachment SBPG 03)
- LEG – Mr. McBrayer stated the committee has no changes.
- PLAN – Ms. Whitford stated the committee has no changes.

Chairman Sullivan asked for a motion to approve the February 18, 2022 agenda with amendments, Mr. Holder made a motion to approve. Treasurer Folwell seconded the motion, and the motion was unanimously approved by voice vote.

Chairman Sullivan asked for a motion to approve the February 18, 2022 consent agenda, Dr. Carraway made a motion to approve. Ms. West seconded the motion, and the motion was unanimously approved by voice vote.

Items approved on the Consent Agenda were as follows:

FINANCE COMMITTEE, Dr. Lee Barnes, Chair

- Construction and Property – February 2022 (Attachment FC 05)

PROGRAMS COMMITTEE, Mr. Bobby Irwin, Chair

- Cooperative Innovative High Schools (CIHS) Applications (Attachment PROG 03)
- Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 04)
- Curriculum Program Application – Combined Course Library (Attachment PROG 05)
- Courses of Instruction – Captive/Co-Opted Groups (Attachment PROG 06)

Introduction of New President

Dr. Patricia A. "Patty" Pfeiffer, President, Wayne Community College was introduced by the Wayne Community College's Board of Trustees Chairman Geoffrey Hulse.

Introduction of Guests
Ms. Artis introduce the new Legal Affairs Office interns, Ms. Diane Ford, and Ms. Jillian Camp. Ms. Ford and Ms. Camp greeted the Board and shared remarks. Following, Ms. Artis introduce the newly hired paralegal Ms. Halima Sharif and Ms. Jonnell Carpenter, Ms. Sharif greeted the Board and introduced themselves.

REPORTS:

Dr. Mark Poarch, President of North Carolina Association of Community College Presidents (NCACCP)
Dr. Poarch greeted the Board and President Stith and presented the following:

- Dr. Poarch congratulated President Pfeiffer on her position at Wayne Community College
- Dr. Poarch congratulated Dr. Laura Leatherwood for her awards as the State Board of Community Colleges' President of the Year
- Dr. Poarch acknowledged the passing of Dr. Michael Elam, President of Halifax Community College, and shared thoughts of honor to Dr. Elam
    - NCACCP made a $2,500 donation to the Michael Elam Scholarship at Halifax Community College
- NCACCP canceled the meeting scheduled for February 16, 2022, as the president met recently at Davidson-Davie Community College
- Dr. Poarch discussed the three-year budget request and legislative plan
- Dr. Poarch noted NCACCP is having a new president's orientation the week on February 14th, 2022. He stated twelve (12) presidents are participating; the invitation was extended to presidents who are new as of 2019. As the orientation was delayed during the pandemic.
    - Dr. Poarch acknowledge President John Enamait for his work in construction the presidents' orientation meetings.
    - Dr. Poarch thanked the system office and the
- Dr. Poarch announced a meeting on March 4th with presidents and superintendents of North Carolina public schools, Dr. Poarch stated 160 presidents and superintendents are registered for the event.

Ms. Julie Woodson, President of North Carolina Association of Community College Trustees (NCACCT)
Ms. Woodson greeted Chairman Sullivan, the State Board, and President Stith.

Ms. Woodson discussed the following:

- Ms. Woodson stated the NCACCT met to discuss the three (3) year legislative plan. She stated Chairman Sullivan, President Stith, and Gary Salamido (North Carolina Chambers) attended their meeting.

- Ms. Woodson congratulated President Pfeiffer of Wayne Community College and their Board of Trustees
- Ms. Woodson expressed condolences to Dr. Michael Elam
- Ms. Woodson discussed the experience and support voiced by the fifty-seven (57) trustees who gathered in Washington, DC on February 6th-9th, to attend the National Legislative Submit hosted by American Association of Community College Trustees
- Ms. Woodson stated the NCACCT is preparing for the 2022 Law-Legislative Seminar on March 30th, 2022 to April 1st, 2022 at the Raleigh Marriot City Center. She stated President Stith will be providing a System update during the event. She also stated several members of the System Office and Board will also present during the event.
- Ms. Woodson thanked the Board for allowing the trustees participate in the Regional Listening Sessions

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Mr. Nathan Vasquez, President of North Carolina Comprehensive Community College Student Government Association (N4CSGA)

Mr. Vasquez greeted the Board and discussed the following:

- Mr. Vasquez provided updates on the N4CSGA recent accomplishments including the disbursement of the State-wide survey sent out to all community college student. He thanks Dr. Patrick Crane and Ms. Anne Bacon for their assistance.
  - 2,937 responses received as of February 18, 2022
  - Mr. Vasquez stated he would like to see surveys to all college students sent out again in the future.
- Mr. Vasquez stated the N4CSGA will hold a division meeting on February 26th, 2022, at this meeting the Association will discuss the survey and have attendance from Dr. Crane and Ms. Bacon. The Association is planning to have focus groups to further discuss the survey and results.
- Mr. Vasquez stated on April 1st and April 3rd N4CSGA will host their conference, invitation to come.
- Mr. Vasquez shared he is working towards filling the vacancies on the Board of N4CSGA.
- Mr. Vasquez shared N4CSGA will update their website with hopes to have it running within the next few weeks.

Mr. Grant Godwin, Executive Director of the North Carolina Community College Foundation (NCCC Foundation)

Mr. Godwin greeted the Board and discussed the following:

- Mr. Godwin introduced himself to the Board and shared his professional history to the Board. Mr. Godwin also shared background information of the North Carolina Community College Foundation (NCCC Foundation).
- Mr. Godwin stated he is the first Executive Director of the Foundation; he hopes to be more aggressive over the needs of the fifty-eight (58) community colleges. Mr. Godwin shared his

vision and hopes for the partnership as the NCCC Foundation begin to venture into utilizing its resources and impact.

- Mr. Godwin stated the Foundation's assets are about $12 million, with drawing roughly four (4) percent each year, he stated of that forty (40) -scholarship, thirty (30) percent to excellence and leadership awards, twenty (20) percent various engagements, six (6) percent to State Board and System Office President and four (4) percent to operations cost.
- Mr. Godwin stated the Foundation has been focused of scholarships and excellence awards and does not expect that to change, but he shared the Foundations objectives are to release restricted budgets to fulfill the identified needs.
- Mr. Godwin stated the Foundation is accessing present funding priorities and reutilizing funding to address current needs.
- Mr. Godwin stated the investments are not pulling as much as they could, and he hopes to expand the investments to yield higher growth.
- Mr. Godwin announced the Foundation will host a campaign this year to increase available funding.

COMMITTEE REPORTS

FINANCE COMMITTEE, Dr. Lee Barnes, Chair
For Action
Allocation for Underserved Students Outreach and Advising Project (Longleaf Commitment)(Attachment FC 01)
Dr. Barnes discussed the allocation of 4.9 million expanded Longleaf commitment grant that provided state recovery funds to continue to Longleaf commitment program.

On behalf of the Finance Committee, Dr. Barnes recommended and moved for approval of Attachment FC 01. The item was approved by voice vote.

Allocation for Marketing and Outreach for Apprenticeships (Attachment FC 02)
Dr. Barnes discussed the $2 million dollars allocation of State funds to fifty (50) tier one (1) and tier two (2) counties to expand outreach and advertising efforts to raise awareness to student and parents regarding CTE programs and high-quality work-based learning.

On behalf of the Finance Committee, Dr. Barnes recommended and moved for approval of Attachment FC 02. The item was approved by voice vote.

Allocation for Faculty Recruitment and Retention (Attachment FC 03)
Dr. Barnes stated this attachment addresses faculty recruitment and retention is high demand fields, he discussed the requirements and rationale of this allocation.

On behalf of the Finance Committee, Dr. Barnes recommended and moved for approval of Attachment FC 03. The item was approved by voice vote.

Allocation of State Capital Infrastructure Funds (SCIF) FY 2021-22 and FY 2022-23(Attachment FC 04)
Dr. Barnes discussed the $100 million ($200 million total) allocations for the both the 2021-22 Fiscal year and the 2022-23 fiscal year. Dr. Barnes reviewed the requirements of the allocation and discussed the background and rationale of the allocation.

On behalf of the Finance Committee, Dr. Barnes recommended and moved for approval of Attachment FC 04. The item was approved by voice vote.

The following item were approved as a Consent Agenda items:

- Construction and Property – February 2022 (Attachment FC 08)

For Information

Dr. Barnes briefly reviewed the following for information items.

- Annual Survey of Fees FY 2020-21 (Attachment FC 06)
- State Board Reserve FY 2021-22 Mid-year Report (Attachment FC 07)
- System Office Grants Awarded Report as of December 31, 2021 (Attachment FC 08)
- Delegated College Allocations Report as of December 31, 2021 (Attachment FC 09)
- Estimated Receipts – January 2022 (Attachment FC 10)

PERSONNEL COMMITTEE, Mr. Bill McBrayer, Chair
For Action

On behalf of the Personnel Committee, Mr. McBrayer recommended and moved approval of the following actions:

- New hire of Dr. Julia Hamilton in the position of Information Security Officer effective March 15, 2022.

  Following a motion by Mr. McBrayer, the items above were approved via voice vote.

- Promotion of Ms. Katherine Davis to the position of Associate Vice President of Distance Learning Technologies

  Following a motion by Mr. McBrayer, the items above were approved via voice vote.

- Mr. Alexander Fagg salary increase of seven (7) percent

Following a motion by Mr. McBrayer, the items above were approved via voice vote.

- Mr. William Schneider salary increase of five (5) percent

  Following a motion by Mr. McBrayer, the items above were approved via voice vote.

- Ms. Ashley Sieman salary increase of ten (10) percent with the conversion of SPA to EPA

  Following a motion by Mr. McBrayer, the items above were approved via voice vote.

- Ms. Tiffany Howell salary increase of seven (7) percent with the new title of State Board Affairs Operations Coordinator

  Following a motion by Mr. McBrayer, the items above were approved via voice vote.

The following items were presented as for information:

- System Office Vacancy Report – February 2022 (Attachment PER 01)
- College Presidential Status Report – February 2022 (Attachment PER 02)

ACCOUNTABILITY AND AUDIT COMMITTEE, Mr. William Holder, Chair
For Information

Mr. Holder reviewed the following items of For Information:

- FY 2019-20 College Financial Audit Findings Summary (Attachment AUD 01)
- Rowan-Cabarrus Community College - Financial Statement Audit Report (Attachment AUD 02)
- Review of Audit Report for Rowan-Cabarrus Community College
- Roanoke-Chowan Community College – Financial Statement Audit Report - June 30, 2021 (Attachment
- AUD 03)
- Roanoke-Chowan Community College – Investigative Report – July 2021 (Attachment AUD 04)
- Review of Audit Report for Roanoke-Chowan Community College

Mr. Holder shared a brief overview of the discussion during the Accountability and Audit Committee Meeting of February 17, 2022. Mr. Holder noted President Spalding, Rowan-Cabarrus Community College, and President Williams, Roanoke-Chowan Community College met with the Committee to share updates regarding previous audit finding from the previous fiscal year. He noted Roanoke-Chowan's current audit report had no finding. Mr. Holder stated highlights from the positive reports from the presidents including positive updates of full staffing.

PROGRAMS COMMITTEE, Mr. Bobby Irwin, Chair

For Action

(Attachments PROG 01 and PROG 02 were moved from For Future Action to For Action during the Programs' Committee Meeting on February 17, 2022.)

Legislative Reports for Career and College Promise and Cooperative Innovative High Schools (Attachment PROG 01)

Dr. Brown reviewed Attachment PROG 01, he stated the report reviews the Career and College Promise over the 2020-21 fiscal year, Dr. Brown stated the report reviews retention and completion data, as well as high school completion rates and drop out information. Dr. Browns pointed out highlights including the student rates that participated in the program. Dr. Brown stated although there was a slight decrease in enrollment, they are optimistic of increasing enrollment soon.

On behalf of the Programs Committee, Mr. Irwin recommended and moved for approval of Attachment PROG 01. The item was approved by voice vote.

North Carolina Community College Childcare Grant Program Initial Report (Attachment PROG 02)

Dr. Brown reviewed Attachment PROG 02 noting this grant provides assistance to students facing challenges related to childcare. Dr. Brown stated the General Assembly allocates roughly $1.8 million normally for childcare services for student-parents enrolled in community colleges; Dr. Brown highlighted in January 2022 the General Assembly approved a total of $3,038,215 allocation for this Childcare Grant allotment for FY 2021-22.

On behalf of the Programs Committee, Mr. Irwin recommended and moved for approval of Attachment PROG 02. The item was approved by voice vote.

For Information

Dr. Brown reviewed the following items of For Information:

- Associate in Arts in Teacher Preparation (AATP) (A1010T) and Associate in Science in Teacher
- Preparation (AASP) (A1040T) as Approved by the System President (Attachment PROG 07)
- Curriculum Program Standard Revisions as Approved by the System President (Attachment PROG 08)
- Curriculum Program Terminations as Approved by the System President (Attachment PROG 09)

The following items were approved as Consent Agenda items:

- Cooperative Innovative High Schools (CIHS) Applications (Attachment PROG 03) [CA]
- Curriculum Program Applications – Fast Track for Action (FTFA) (Attachment PROG 04) [CA]
- Curriculum Program Application – Combined Course Library (Attachment PROG 05) [CA]
- Courses of Instruction – Captive/Co-Opted Groups (Attachment PROG 06) [CA]

STATE BOARD POLICY GOVERNANCE COMMITTEE, Mr. Jerry Vaughan, Chair
Mr. Vaughan stated Attachment SBPG 03 was added to the agenda during the Committee meeting on Thursday, February 17, 2022.

For Action
Board Self-Evaluation and Survey (Attachment SBPG 01)
Mr. Vaughan stated Attachment SBPG 01 was to review a draft of the State Board Self-Evaluation and survey. He stated Ms. Whitford, Ms. West, and Mr. Merritt worked on the document as a charge of the Board Self-Evaluation Committee. Mr. Vaughan stated the evaluation and survey align to assist in the strategic planning process currently ongoing.

Ms. Whitford reviewed the process of development.

Mr. Vaughan reviewed the timeline of the survey and expectant date of the review of the results.

On behalf of the State Board Policy and Governance Committee, Mr. Vaughan recommended and moved for approval of Attachment SBPG 01. The item was approved by voice vote.

Recommendation for Initial Proprietary School Licensure (Attachment SBPG 02)
Mr. Vaughan briefly reviewed Attachment SBPG 02, noting each recommendation.

On behalf of the State Board Policy and Governance Committee, Mr. Vaughan recommended and moved for approval of Attachment SBPG 02. The item was approved by voice vote.

Increase Community College General Purchasing Delegation (Attachment SBPG 03)
Mr. Vaughan reviewed the increase of delegation to $50,000 for purchasing in which the colleges will no longer be required to seek approval from the NC Department of Administration State Purchasing Office for purchases below $50,000.

On behalf of the State Board Policy and Governance Committee, Mr. Vaughan recommended and moved for approval of Attachment SBPG 03. The item was approved by voice vote.

LEGISLATIVE Affairs COMMITTEE, Mr. Bill McBrayer, Chair
For Information
Legislative Update

Mr. McBrayer provided updates to on the legislative three (3) year plan. Mr. McBrayer review the process of development and approval. Mr. McBrayer presented the vision of the next steps including community college presidents meeting with community business leaders and local legislative delegates.

Lt. Gov. Robinson commended the work put into the legislative three (3) year plan.

Chairman Sullivan encouraged the members to reach out the presidents within their region to attend meetings with local delegates.

STRATEGIC PLANNING COMMITTEE, Ms. Ann Whitford, Chair

For Information

Feedback from Presidents and Trustees at Regional Listening Sessions (Attachment PLAN 01)

Ms. Whitford reviewed the process of the listening sessions and highlighted feedback received.

Feedback from Other Community College Stakeholders (Attachment PLAN 02)

Ms. Whitford review Attachment PLAN 02, she stated the attachment is a review of feedback from stakeholders around the State.

Summary of Community Colleges' Strategic Plans and QEP (Quality Enhancement Plan) Topics (Attachment PLAN 03)

Ms. Whitford reviewed Attachment PLAN 03, she noted each community college has a Strategic Plan and Quality Enhancement Plan. She stated this feedback in essential in constructing the System Wide Strategic Plan. Ms. Whitford stated the committee will meet again to define topic areas and connect planning teams around each topic.

PRESIDENT'S REPORT

President Stith greeted the Board and presented the following:

- President Stith stared remarks and condolences for the passing of Dr. Michael Elam, Halifax Community College
- President Stith congratulated the 2022 State Board Award winners
  - President of the Year Award - Dr. Laura Leatherwood, Blue Ridge Community College
  - Excellence in Teaching Award - Melissa Smith, Program Coordinator, Magnetic Resonance Imaging, Forsyth Technical Community College
  - Staff of the Year Award - Greg Singleton, Director of Workforce Readiness, Craven Community College
  - Distinguished Partners in Excellence - Catawba Valley Community College and Catawba Valley Furniture Academy Partners
- President Stith highlighted the enrollment trends; he highlighted the enrollment for the current year has increase by two (2) percent from a previous drop of eleven (11) percent during the pandemic. President Stith noted within this increase, forty (40) percent increase in Basic Skills Training and twenty-two (22) percent in Workforce Continuing Education.
- President Stith addressed the impact on enrollment on the budget FTE

- President Stith highlighted several businesses that are locating or expanding in the State and what factors are driving economic development as well as noting the System's partnership in the workforce needs.
- President Stith highlighted community college achievements including the athletic achievement. President Stith highlighted statical data that shows ninety-seven (97) percent of Brunswick Community College basketball players who have completed a season have transferred to a four-year college or university.
- President Stith shared headline news and spotlights over the past month; President Stith shared a video with the Board in which a student, pursuing an electrician career path through an apprenticeship program at Pitt Community College, shared his positive experience of attending community college and having an opportunity to establish his career as an electrician while attending college.
- President Stith introduced Campus Work who reviewed the System Office Organizational Assessment
  - Dr. Chrissy Coley and Ms. Beverly Fratesi reviewed the following
    - Campus Works' team members involved in the organization assessment
    - Campus Works' approach to the assessment and guidelines used to develop findings
    - Campus Work's methodology that allows the process to adapt and be flexible
    - Organizational assessment areas of focus and key organizations assessment activities
    - Timeline of the assessment and findings completion
  - Mr. Holder asked for clarification on the structure of the survey regarding the ability to not answer information they were unfamiliar with. Dr. Coley responded the format was intentional to have each participant "take a stand" on the topic even if they were not familiar.
  - Mr. Looney asked for details regarding the rate of completion. Dr. Coley shared rates of completion from each group.
  - Ms. Whitford and Mr. McBrayer shared concern of the confidentiality of the survey. Dr. Coley shared no information reported to the President will be personally identifiable and themes and data will be shared, not specifics of who completed. Dr. Coley mentioned the possible identifiable data is only viewed by the Campus Works team for purposes of understanding the data and insights; she ensured that information is not shared with the President or in the finding of the results.

NEW BUSINESS

Public Records Request

Ms. Artis reviewed public records law and the Board members risk of vulnerabilities. She noted the Information Technology Systems Office has setup office hours at the next meeting to assist Board members with their email access.

Other New Business

Chairman Sullivan shared a note from Pres. Laura Leatherwood who thanked the Board for her award as 2022 State Board of Community Colleges' President of the Year

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DATE OF NEXT MEETING

The next State Board meeting is scheduled for Thursday, March 17, 2022 and Friday, March 18, 2022 in the Dr. W. Dallas Herring State Board Room located in the Caswell Building in Raleigh, NC.
More information regarding this meeting will be communicated.

EXPIRING TERMS AND VACANCIES

There are currently zero (0) terms expiring and zero (0) vacancy for the membership of the State Board.

ADJOURNMENT

The Board adjourned at 12:14 p.m.

RESPECTFULLY SUBMITTED BY:
Secretary

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Mr. Thomas Stith III, System President

APPROVED BY:

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Mr. Burr Sullivan, Chair