



State Board of Community Colleges

Caswell Building, 200 West Jones Street

Raleigh, North Carolina

July 21, 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 9:02 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:

- | | | |
|--------------------------|---------------------|---|
| Ms. Lisa Estep | Mr. Ernie Pearson | Mr. Clark Twiddy |
| Mr. Roderick Gooden | Dr. Samuel Powell | Mr. Jerry Vaughan |
| Treasurer Dale Folwell * | Mr. Lynn Raye | Mr. Hal Weatherman (rep for
Lt. Governor Dan Forest) |
| Mr. Bobby Irwin | Mr. James Rose | Ms. Ann Whitford |
| Mr. Frank Johnson | Mr. Scott Shook | Dr. Candler Willis |
| Mr. Todd Johnson | Mr. Robert Stephens | |
| Mr. Bill McBrayer | Mr. Burr Sullivan | |

*Attended by telephone

Absent: Dr. Breeden Blackwell

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 Newby to come forward.

- The oath of office was administered to Mr. Roderick Gooden by Justice Paul Newby
- The oath of office was administered to Mr. Frank Johnson by Justice Paul Newby
- The oath of office was administered to Ms. Ann Whitford by Justice Paul Newby

Chairman Shook thanked Justice Newby for coming and administering the oath.

Chairman Shook asked Senator Deanna Ballard to come forward.

- The oath of office was administered to Mr. Bobby Irwin by Senator Deanna Ballard

Chairman Shook asked Representative Donny Lambeth to come forward.

- The oath of office was administered to Mr. Burr Sullivan by Representative Donny Lambeth

Chairman Shook recognized additional guests in the gallery:

- Ms. Cole Jordan from Governor Cooper's office
- Dr. Suzanne Irwin, Mr. Irwin's wife
- Mr. Gerald Daniel, Mr. Gooden's advisor
- Ms. Rona Gooden, Mr. Gooden's wife

Chairman Shook asked the new members to take a moment and introduce themselves to the board.

ELECTION OF OFFICERS

Mr. Vaughan, Chairman of the Nominating Committee thanked the other members of the committee for serving, Ms. Whitford and Representative Jimmie Ford. Mr. Vaughan reviewed the committee's duties leading up to the election.

At the end of the nomination period, one name was received by the deadline for the office of Chair, Mr. Scott Shook. Mr. Vaughan entertained nominations from the floor for the office of Chair. Mr. Pearson motioned to close the nominations and affirm Mr. Shook as the chair, Mr. Raye seconded. Hearing no other nominations from the floor, Mr. Vaughan closed the nominations and the members approved unanimously.

At the end of the nomination period, one name was received by the deadline for the office of Vice-Chair, Mr. James Rose. Mr. Vaughan entertained nominations from the floor for the office of Chair. Mr. Raye motioned to close the nominations and affirm Mr. Rose as the vice-chair, Dr. Powell seconded. Hearing no other nominations from the floor, Mr. Vaughan closed the nominations and the members approved unanimously.

Mr. Vaughan made the motion to accept Mr. Scott Shook as Chairman and Mr. Jim Rose as Vice-Chairman, Mr. McBrayer seconded the motion and it was approved via voice vote.

Mr. Shook thanked the board and Mr. Rose stated serving as vice-chair means a lot and thanked the board.

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:

Chairman Shook stated there will be a closed session discussion prior to the committee reports.

PERSONNEL COMMITTEE, Mr. Candler Willis, Vice-Chair

Dr. Willis stated Personnel Committee has an item to be discussed in closed session.

FINANCE COMMITTEE, Mr. Lynn Raye, Chair

Mr. Raye stated Finance Committee would like to move FC 16 – Construction and Property from the Consent Agenda to the Agenda.

PROGRAM SERVICES COMMITTEE, Dr. Samuel Powell, Chair

Dr. Powell stated Programs Committee would like to suspend the rules and move PROG 07 – Ratification of Title 4, Chapter 22 of the North Carolina Administrative Code – “Apprenticeship and Training Division” from Future Action to Action. Also, PROG 16 – Updating the North Carolina High School to Community College Articulation Agreement should have been Future Action and the committee would like to move it from Future Action to Action.

STRATEGIC PLANNING COMMITTEE, Mr. Bobby Irwin, Vice-Chair

Mr. Irwin stated Strategic Planning Committee had no changes.

ACCOUNTABILITY AND AUDIT COMMITTEE, Ms. Ann Whitford

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

POLICY COMMITTEE, Mr. Ernest Pearson

Mr. Pearson stated Policy Committee would like to move POL 1 – Notice of Refusal to Recommend Proprietary License Renewal from Future Action to Action.

LEGISLATIVE AFFAIRS COMMITTEE

Legislative Affairs Committee had no changes.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

Dr. Powell made a motion to approve the consent agenda as recommended, Mr. McBrayer 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 for North Carolina Competency-Based Education Incubator (Attachment FC 05)
Allocation for Integrated English Literacy and Civics Education Programs (Attachment FC 06)
Allocation for Minority Male Success Initiative (Attachment FC 07)
Service Agreement for Community College Grant Program (Attachment FC 08)
Service Agreement for Adult Basic Skills Professional Development (Attachment FC 09)

PROGRAMS COMMITTEE, Dr. Sam Powell, Chair

Associate in Engineering (A10500) Program Application (Attachment PROG 09)
Curriculum Program Applications (Fast Track for Action) (Attachment PROG 10)
Curriculum Standard Revisions (Attachment PROG 11)
Career and College Promise College Transfer Pathway Leading to the Associate in Fine Arts in Visual Arts (AFAVA)(P1062C) (Attachment PROG 12)
Combined Course Library – Continuing Education (Attachment PROG 13)
Curriculum Program Application – Captive/Co-opted Groups (Attachment PROG 14)
Captive/Co-opted Groups (Attachment PROG 15)

INTRODUCTION OF NEW PRESIDENTS

Dr. David Loope, President, Beaufort County Community College was introduced by Chairman Reverend Robert Cayton

Dr. Laura Leatherwood, President, Blue Ridge Community College was introduced by Chairman Chip Gould

Dr. Robert Wynegar, President, College of The Albemarle was introduced by Mr. Clark Twiddy

Dr. John Hauser, President, Carteret Community College was introduced by Chairman Matt Zettl

Dr. Pamela Senegal, President, Piedmont Community College was introduced by Chairman Bayard Crumpton

REPORTS:

Dr. Deborah Lamm, President of North Carolina Association of Community College Presidents

President Lamm updated the board on NCACCP activities:

- The summer quarterly meeting will be held at Surry Community College in Dobson on July 26-28, 2017. Dr. Lamm stated she is looking forward to having State Board members at the dinner on Wednesday evening.
- Dr. Lamm reviewed the schedule for the meeting and some of the topics which will be discussed.
- Transition of NCACCP leadership will occur on Friday.
- Dr. Lamm thanked the board for its support, leadership, and commitment to the cause.
- The incoming president is Dr. David Johnson, President of Johnston Community College.

Chairman Shook thanked Dr. Lamm for her service.

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

Mr. Gooden introduced himself to the board and provided a brief background.

Mr. Gooden updated the board on N4CSGA activities:

- Student Leadership Development Program was held at William Peace University June 5-9, 2017. Thirty-five students represented twenty-eight colleges.
- The N4CSGA Board met for a transitioning and bonding event June 13-15, 2017 at Camp Caraway Conference Center in Asheboro, NC. The goals were:
 - Create an action plan for the Fall Conference
 - Develop a communication plan
 - Review and implement motions made at Spring Conference
 - Work on issues concerning community college students
 - Develop as a team

Mr. Gooden thanked his wife and the N4CSGA Advisory Council for their guidance and support.

COMMITTEE REPORTS

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 Chairman Shook, a second by Mr. Raye, and voice vote by the Board.

The Board discussed a confidential personnel matter regarding the System President.

Dr. Willis presented the candidate for Interim President of Cleveland Community College.

Chairman Shook motioned to go back into open session, seconded by Mr. Raye, with the Board approving via voice vote approval.

PERSONNEL COMMITTEE, Dr. Candler Willis, Vice-Chair

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

Dr. William Aiken to serve as Interim President of Cleveland Community College effective August 1, 2017

The motion was unanimously approved by voice vote.

FINANCE COMMITTEE, Mr. Lynn Raye, Chair

Allocation for NCWorks Career Coach Program (Attachment FC 10)

Ms. Grovenstein stated in January, the board approved the allocation of \$1 million for Career Coaches for FY 2017-18 and FY 2018-19. Due to the limited funds, not all qualified requests were approved. Additional 2017-18 and 2018-19 funding allocations will allow 29 additional coaches. There will be a total of 55 positions for FY 2017-18.

Ms. Grovenstein noted in Table 1, Bladen Community College's funding has been reduced because the local area was not able to provide the required matching funds.

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

Allocation for NCWorks Career Coach Program (Attachment FC 10)

The above item was approved by voice vote.

Career and Technical Education Improvements Through Enhanced Career Pathways (Attachment FC 11)

Ms. Grovenstein stated this program is funded through the Perkins Grant. The North Carolina Community College System, in collaboration with Department of Public Instruction and NC Department of Commerce, have funded the setup of Career Pathways between high schools and community colleges. The continued growth of the program has encouraged continued collaboration.

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

Career and Technical Education Improvements Through Enhanced Career Pathways
(Attachment FC 11)

The above item was approved by voice vote.

Amend 1E SBCCC 800.2 – "General Provisions" (Attachment FC 12)

Ms. Grovenstein stated this item was before the board at the May meeting for initiation. There were no comments received. Ms. Grovenstein reviewed the rule and if approved, the rule will be effective August 1, 2017.

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

Amend 1E SBCCC 800.2 – "General Provisions" (Attachment FC 12)

The above item was approved by voice vote.

Temporary Amendment of 1E SBCCC 100.1 – “Definitions” (Attachment FC 13)

Ms. Grovenstein stated Section 10.12 of Session Law 2017-57 allows senior citizens to audit courses at North Carolina community colleges without payment of required registration fee or tuition for audit. This temporary rule defines “audit” in the definition section of the Student Tuition and Fees chapter of the State Board Code. The permanent rule must be in place within 180 days.

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

Temporary Amendment of 1E SBCCC 100.1 – “Definitions” (Attachment FC 13)

The above item was approved by voice vote.

Temporary Adoption of 1E SBCCC Subchapter 1000 – “Audited Courses” (Attachment FC 14)

Ms. Grovenstein stated this rule is to add a subchapter regarding tuition and fees for audited courses and special provisions for senior citizens auditing courses. The permanent rule must be in place within 180 days.

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

Temporary Adoption of 1E SBCCC Subchapter 1000 – “Audited Courses” (Attachment FC 14)

The above item was approved by voice vote.

Temporary Adoption of 1D SBCCC 700.1 – “Audited Courses” (Attachment FC 15)

Ms. Grovenstein stated this will provide general provisions for auditing courses. The permanent must be in place within 180 days.

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

Temporary Adoption of 1D SBCCC 700.1 – “Audited Courses” (Attachment FC 15)

The above item was approved by voice vote.

Construction and Property (Attachment FC 16)

The committee requested this item be pulled from the consent agenda and has an amendment. Ms. Grovenstein stated the committee was concerned about Category C, Item 3 for Stanly Community College. In the item, the project includes chiller replacements and security systems. The committee questioned the security systems because any equipment must have a ten-year useful life span and the

proposed software and camera would not meet the criteria. Staff is working with the college to correct this request and resubmit for the August meeting.

On behalf of the Finance Committee, Mr. Raye recommended the amended item with the removal of \$42,000 for the security system at Stanly Community College and moved the following item be approved by the board:

Construction and Property (Attachment FC 16)

The above item was approved by voice vote.

PROGRAMS COMMITTEE, Dr. Sam Powell, Chair

Ratification of Title 4, Chapter 22 of the North Carolina Administrative Code – “Apprenticeship and Training Division” (Attachment PROG 07)

Ms. Martin stated there are several rules that apply to the Apprenticeship Program in the North Carolina Administrative Code. The adoption of the rules applicable to the Apprenticeship Program will keep current rules in place while staff reviews and recommends amendments as needed. There are no substantive changes other than the address and leadership.

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

Ratification of Title 4, Chapter 22 of the North Carolina Administrative Code – “Apprenticeship and Training Division” (Attachment PROG 07)

The above item was approved by voice vote.

Temporary Adoption of 1B SBCCC 500.1 – “School Absence for National Guard” (Attachment PROG 08)

Ms. Martin stated this is a temporary rule due to legislation and mirrors the statute. The actual rule will go through the normal process. The permanent rule must be in place within 180 days.

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

Temporary Adoption of 1B SBCCC 500.1 – “School Absence for National Guard”
(Attachment PROG 08)

The above item was approved by voice vote.

Updating the North Carolina High School to Community College Articulation Agreement (Attachment PROG 16)

Dr. Chapman explained this articulation agreement provides a seamless process that joins secondary and postsecondary Career and Technical Education (CTE). Due to course changes at both levels, there has been a need for this agreement to be updated. This streamlines the student's educational pathway by eliminating the need to pass multiple courses with the same learning outcomes.

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

Updating the North Carolina High School to Community College Articulation Agreement
(Attachment PROG 16)

The above item was approved by voice vote.

**STRATEGIC PLANNING COMMITTEE, Mr. Bobby Irwin, Vice-Chair
For Information**

Strategic Planning Updates (Attachment PLAN 01)

Ms. Haygood stated the State Board decided to embark on a new strategic planning process earlier this year. The staff is finishing the environmental scanning process. On June 21, local presidents attended a meeting where thirty colleges were represented to discuss. Ms. Haygood recommended members review the document which is a summary of what was discussed at the meeting.

The next phase of the strategic planning process kicks off on Monday, July 24, 2017. The group will be broken up into four themes based on the stages of the educational pipeline. The teams have representation from the system office, colleges, and other community stakeholders.

For Action

2017 Performance Measures for Student Success (Attachment PLAN 03)

Ms. Haygood stated this report informs the colleges as well as the public about the performance of the colleges. Once approved, the report is posted on the NC Community Colleges' website as well as the colleges' websites.

Ms. Haygood gave an overview of the information in the report.

Mr. Rose asked if colleges would be ranked and possible action plans for those colleges not performing as well. Ms. Haygood shared the Performance Partnership Summit will be discussing best practices at the conference. 56 of 58 colleges will be represented. Currently Robeson Community College and Martin Community College are low rated, but they are reaching out to get assistance. Mr. Rose stated he could see partnering lower scoring schools with a high performer to help tutor them. Dr. Chapman stated the Performance Partnership (grassroots group from colleges) is working to help struggling schools.

Ms. Haygood shared every three years there will be a new baseline so the metrics do not get stagnant. Mr. Rose asked for additional information at the October Strategic Planning Meeting.

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

2017 Performance Measures for Student Success (Attachment PROG 16)

The above item was approved by voice vote.

ACCOUNTABILITY AND AUDIT, Ms. Ann Whitford

Ms. Whitford shared the Committee discussed the recommended sampling methodology for the Compliance Services group and the future initiation of a rule relating to FTE Reporting Accountability.

POLICY COMMITTEE, Mr. Ernest Pearson

Notice of Refusal to Recommend Proprietary Licensure Renewal (Attachment POL 1)

Mr. Pearson stated the State Board of Proprietary Schools met on May 12, 2017 and recommended refusal of license renewal for the named school. The application was incomplete. Mr. Corl shared during the committee meeting the applicant sent a letter stating they were not going to pursue the renewal.

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

Notice of Refusal to Recommend Proprietary Licensure Renewal (Attachment POL 1)

The above item was approved by voice vote.

Correction to 3B SBCCC 400.2 – “Adoption of Temporary Rules” (Attachment POL 2)

Mr. Pearson shared this rule has been adopted, however the version previously presented and approved was incomplete. The complete rule is recommended for adoption.

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

Correction to 3B SBCCC 400.2 – “Adoption of Temporary Rules” (Attachment POL 2)

The above items were unanimously approved by voice vote.

NEW BUSINESS

Mr. Raye thanked Chairman Shook and Vice-Chairman Rose for being willing to as Chair and Vice Chair.

Chairman Shook shared with the members the Regional Maps and the SBCC Contact Information at each of their seats. He challenged the members to work with other members who are in the same region to visit the community colleges within their region. Be willing to visit Board of Trustee meetings. Within the next few months, members will be asked to share about their regional visits. It is important to build relationships with the colleges.

PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES

President Williamson shared the following activities:

- In terms of workforce and the community college involvement in workforce, the state of North Carolina has announced 3,920 jobs since June 1, 2017. This represents more than \$92 million in capital investment. The Economic Development division and the community colleges have been very involved in the projects leading to those gains. Industry executives spoke highly of the continuum of higher education and customized training opportunities.
- The System Office is working toward the move of Apprenticeship North Carolina. President Williamson and Ms. Maureen Little met with the Apprenticeship Council from the Chamber of Commerce. There have been ongoing meetings to discuss the future.
- The strategic planning cycle is kicking into high gear. President Williamson thanked the members for being willing to serve.
- Campus works has been hired to assist in defining our future technical requirements for a future ERP solution. Within the division there is an executive steering committee from the each of the stakeholder organizations. The entire system is being invited to participate in a ERP kickoff meeting on August 1, 2017.

BOARD MEMBERS QUESTIONS/COMMENTS

Chairman Shook again welcomed the new members.

DATE OF NEXT MEETING

The next State Board Meeting will be held on Thursday, August 17, 2017 through Friday, August 18, 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 Mr. Raye unanimously approved by voice vote at 12:02 p.m.

RESPECTFULLY SUBMITTED BY:
Secretary

APPROVED BY:

James C. Williamson, PhD, System President

Mr. Scott Shook, Chair