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State Board of Community Colleges

**Caswell Building, 200 West Jones Street
Raleigh, North Carolina**

March 14, 2013

1:00 p.m.

Telephonic Meeting

CALL TO ORDER

Following proper public notification, Chair Hilda Pinnix-Ragland called the State Board of Community Colleges (SBCC) Meeting to order at 1:00 p.m. in the Dr. W. Dallas Herring State Board Room of the Caswell Building. The Chair welcomed those in attendance. Mr. Jenkins called the roll and the following members were present via telephone:

Mr. K. Ray Bailey
Ms. Kendra Cotton (Representing
Treasurer Cowell)
Representative Jimmie Ford
Dr. Stuart Fountain
Mr. Clyde Higgs
Dr. Tom Houlihan
Ms. Janet Lowder
Mr. Eddie Madden
Ms. NaTasha Moody

Chair Hilda Pinnix-Ragland
Dr. Linwood Powell
Dr. Samuel Powell
Mr. Lynn Raye
Dr. Darrell Saunders
Ms. Norma Turnage
Senator Allen Wellons
Ms. Ann Whitford *
Mr. James Woody

Absent: Lt. Governor Dan Forest and Ms. Joanne Steiner

*Attended the meeting at the Caswell Building

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

The Chair 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 and hearing none, the Chair asked that the record reflect that no conflicts or potential conflicts of interest were reported or identified.

APPROVAL OF THE MINUTES

Representative Ford made a motion to approve the minutes of the February 15, 2013 meeting of the State Board of Community Colleges. Mr. Higgs seconded the motion and the minutes were unanimously approved by voice vote.

CHANGES TO THE AGENDA

The Chair polled the committee chairs as to any changes they might wish to make to the agenda, and the results were as follows:

POLICY COMMITTEE, Ms. Joanne Steiner, Chair

Dr. Linwood Powell made a motion to suspend the rules and move from Future Action to Action Attachment POL 2 – Review for Approval of Proprietary Schools for Licensure. Mr. Raye seconded the motion and the motion was unanimously approved by voice vote. Dr. Linwood Powell made a request to remove from Attachment POL 2 – ProTrain, LLC in Raleigh, NC at the request of the Executive Director of Proprietary Schools, Mr. Corl. Mr. Raye seconded the motion and the motion was unanimously approved by voice vote.

PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair

Ms. Turnage made a motion to suspend the rules and move from Future Action to Action Attachment PROG 3 – Testing Policies for the North Carolina Diagnostic Assessment and Placement (NC DAP) Test. Mr. Higgs seconded the motion and the motion was unanimously approved by voice vote.

FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair

Mr. Bailey stated the Finance and Capital Needs Committee does not have any changes to their agenda.

PERSONNEL COMMITTEE, Dr. Stuart Fountain, Chair

Dr. Fountain stated the Personnel Committee has one item to add to the agenda – Potential Salary Increase for the Executive Director of Proprietary Schools. The board unanimously approved the motion by voice vote.

APPROVAL OF THE AGENDA

Representative Ford moved and Ms. Lowder seconded that the Agenda be approved as presented. By unanimous voice vote, the Agenda was adopted by the Board.

APPROVAL OF THE CONSENT AGENDA

Dr. Fountain moved and Mr. Raye seconded that the Consent Agenda be approved as presented. By unanimous voice vote, the Board approved the Consent Agenda.

Items approved on the Consent Agenda were as follows:

PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair

Curriculum Program Application (Existing Program) (Attachment PROG 4)

Carteret Community College

Baking and Pastry Arts [A55130]

Curriculum Program Applications (Fast Track for Action) (Attachment PROG 5)

Rockingham Community College

Emergency Management [A55460]

Fire Protection Technology [A55240]

Professional Arts and Crafts: Sculpture [A30290]

Professional Crafts: Clay [A30300]

**PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair
(continued)**

Basic Skills Revised State Plan (Attachment PROG 6)

Continuing Education Master Course List (Attachment PROG 7)

New Course Approvals and Tier Designation

Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 8)

Basic Skills:

Sandhills Community College – Diligent Care, INC.

Compensatory Education (CED)

Continuing Education:

Cape Fear Community College – New Hanover Correctional Institution

Maintenance Mechanic (Building Maintenance/Commercial Cleaning)

FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair

2013-2014 NC Community College Grant Program Payment Schedule (Attachment FC 3)

The 2013-2014 State Financial Aid Allocation for the Targeted Assistance Student Program
(Attachment FC 4)

Construction and Property (Attachment FC 8)

Reports:

**Dr. Mary Rittling, President, North Carolina Association of Community College
Presidents**

Dr. Rittling asked Mr. Jenkins to present the NCACCP report to the board. Mr. Jenkins stated that the Presidents' Association (NCACCP) met on March 13, 2013 at the Community College System Office. There was a call in opportunity for Presidents as well.

The Presidents requested an update on Technology based on information shared by Dr. Sandra Williams at the NCACCP January meeting. Her presentation included an update on the Strategic Planning for Technology. Dr. Sharon Morrissey provided an update on the Testing Policy and Ms. Jennifer Haygood on the State Financial Aid Allocation. Dr. Ralls presented a legislative/budget update.

Preparations are underway for the April NCACCP meeting being held at Craven Community College in New Bern.

**Dr. Donny Hunter, President & CEO, North Carolina Association of Community College
Trustees**

Dr. Hunter stated that the Law and Legislative Seminar is coming up April 10 – April 12, 2013 at the Sheraton Downtown. They expect several members of Leadership to join the meeting and the Governor has been invited to speak at the opening session. The North Carolina Association of Community College Trustees (NCACCT) is looking at what is going on in the General Assembly and are waiting to see what is coming out in the budget. There is a Joint Legislative Planning Committee meeting, made up of Trustees, Presidents, State Board members and the System Office staff members, scheduled for Thursday, March 21, 2013 at Guilford Technical Community College in Jamestown at 9:00 a.m.

N4CSGA, Ms. Natasha Moody, President

Ms. Moody stated the N4CSGA Executive Board will hold its March board meeting in Durham at the Sheraton Imperial Convention Center.

- The N4CSGA held their division meetings on March 2nd on the perspective campuses in each division.
- The Local Interactions chair, Matthews Jones, has revamped the identical initiatives that our Presidents are presenting but from a student perspective. During the division meetings, they will be presenting and talking about these items so each delegation can schedule time with their local representative. They feel that it is important for the legislature to know that we support these ideas and we know how important it is for the students in the community college system.
- Last meeting, Ms. Moody talked about how committed the students are to making the student government associations positive and an active part on the campuses across the state. It was decided to send out a survey to see how many of our colleges offer scholarships or stipends to SGA officers and what the requirements are to receive this award. The information will be compiled and Ms. Moody will present the results at the State Board's next meeting. I know many may feel that the experience gained during their time as a student leader is the most important aspect but to earn assistance for books, additional workshops, or extra travel expenses for SGA required activities can be the difference of a full board and an empty one.

STANDING COMMITTEE REPORTS

POLICY COMMITTEE, Ms. Joanne Steiner, Chair

On behalf of the Policy Committee, Dr. Powell recommended and so moved to approve the following:

Add three additional programs to Care One Health Training Institute, Spring Lake, NC – Nurse Aide I – 95 hours, Nurse Aide I Refresher – 40 hours, and Nurse Aide II – 165 hours (contingent on Board of Nursing approval) (Attachment POL 2)

Remove ProTrain, LLC, Raleigh NC from the item (Attachment POL 2)

PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair

Ms. Turnage called the board's attention to Attachment PROG 3 – Testing Policies for the North Carolina Diagnostic Assessment and Placement (NC DAP) Test. There are eight Proposed Assessment and Placement Testing Policies and Ms. Turnage turned the meeting over to Dr. Sharon Morrissey. Dr. Morrissey stated around a year ago the State Board approved a new vendor, College Board, to develop a diagnostic assessment test for the North Carolina Community College System (NCCCS). This diagnostic assessment test would be customized for the community colleges based on our developmental education curriculum redesign work in the system for several years. Phase 1 of this new test is about ready to be rolled out. Phase 1 is the math component and will be available to the community colleges in early April 2013. To accompany the rollout of the tests, we need to set in place statewide placement testing policies. The eight components to the Proposed Assessment and Placement Testing Policies are:

- 1) North Carolina Community colleges will implement the NC Diagnostic Assessment and Placement (NC DAP) test to assess a student's English, reading and math college readiness skills. The test will be administered to students who do not meet the High School Grade Point Average or ACT/SAT placement criteria included in the Multiple Measures for Placement Policy adopted by the State Board

**PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair
(continued)**

- of Community Colleges on February 15, 2013. Any college that opts to delay implementation of the Multiple Measures for Placement Policy as defined in that policy must administer the NC DAP for placement decisions until the Multiple Measure Policy is implemented.
- 2) The NC DAP for mathematics will be implemented Fall Semester 2013. Colleges will continue to use Accuplacer, Asset or COMPASS for English/Reading until NC DAP is fully implemented Fall Semester 2014.
 - 3) NC DAP scores will be valid for use for placement for five (5) years.
 - 4) NC DAP scores are transferable to other colleges with permission of the student.
 - 5) Colleges must develop and implement processes to validate student identification for testing.
 - 6) Colleges must determine their own retest policies.
 - 7) Students taking the NC DAP for developmental math will receive eight (8) separate test results, one for each of the eight developmental math modules. The range of possible scores for each test component is 1 to 12; the cut score that indicates proficiency for each developmental math module component is nine (9).
 - 8) Students must satisfy all developmental pre- or co-requisites as indicated by test scores.

Dr. Morrissey thanked the Program Services Committee for moving this item forward for Action as we roll out the new test in April. Our colleges will need this policy guidance to help them with the implementation of the new developmental math and placement test.

FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the following:

Contract Amendment with Ellucian for Portal Phase II (Attachment FC 5)

The motion to approve Attachment FC 5 was unanimously approved by voice vote. These portals are for the twelve pilot community colleges. The amendment to the contract is from May 1, 2013 to June 30, 2013 not to exceed \$294,080 which will bring the total of our contract with Ellucian to \$537,230.

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the following:

Contract Amendment to Service Agreement for ISIR Verification and C-Code Resolution Services (Attachment FC 6)

The motion to approve Attachment FC6 was unanimously approved by voice vote. There were three additional colleges (Brunswick Community College, Craven Community College and Cape Fear Community College) who want to participate in this agreement. The contract total amount is not to exceed \$651,417. The amount the committee is asking for approval for this month is \$205,893 and the funding comes from the individual institutions that are participating. This agreement would run from February 1, 2013 to June 30, 2014.

**FINANCE AND CAPITAL NEEDS COMMITTEE, Mr. K. Ray Bailey, Chair
(continued)**

On behalf of the Finance and Capital Needs Committee, Mr. Bailey recommended and so moved to approve the following:

Allocation for FY2013-14 Early Childhood Education Innovation Fund (Attachment FC 7)

The motion to approve FC 7 was unanimously approved by voice vote. This allocation of \$333,699 will go to eight community colleges that went through the RFP and it will run from March 16, 2013 through November 30, 2014.

PERSONNEL COMMITTEE, Dr. Stuart Fountain, Chair

Dr. Fountain stated that the Personnel Committee had one item for review by the Board. The State Board of Proprietary Schools requested that Mr. Scott Corl's (Executive Director of Proprietary Schools) salary be increased from \$68,816 to \$75,500 effective May 1, 2013 since he has completed one year of experience. Mr. Corl's salary is paid from fees from the Proprietary Schools.

Dr. Fountain made a motion to approve the request to increase the salary of the Executive Director of Proprietary Schools, Mr. Scott Corl, from \$68,816 to \$75,500 effective May 1, 2013. The motion was unanimously approved by voice vote.

NEW BUSINESS

There was no new business.

PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES

President Ralls announced the "System Office MVP Award" was being presented for March 2013. The March recipient was Ms. Sonya Bartley. She was recommended by two different college registrars. The nomination is available at the link below and will be included as Exhibit A in the official State Board records.

<http://www.nccommunitycolleges.edu/pr/awards/System%20Office%20Recognition/>

President Ralls' report is available on the NCCCS website, as listed below, and be included as Exhibit B in the official State Board records.

<http://www.nccommunitycolleges.edu/pr/PresidentsReports/MainPresReportsPage.htm>

CHAIR'S REMARKS

Chair Hilda Pinnix-Ragland mentioned the new budget restrictions from the Governor that are in place until July when a new budget is approved. One of the impacts on the board is the Academic Excellence Award Presentations. The board members are asked to do the presentations on their own if possible but if not, please inform the System Office so those presentations can be reassigned. Any other meetings, you attend will also have to be on your own.

CHAIR'S REMARKS

(continued)

Dr. Ralls said the State Board Meetings would fall in core business and board members could get reimbursed for the April and May State Board Meetings.

The 50th Anniversary is still moving on at the present.

DATE OF NEXT MEETING

The next State Board Meeting will be held on Thursday, April 18, and Friday, April 19, 2013 in the State Board Room located in the Caswell Building in Raleigh, North Carolina. More information regarding this meeting will be communicated.

EXPIRING TERMS AND VACANCIES

The Chair stated there 5 terms expiring and 1 current vacancy for the membership of the State Board.

ADJOURNMENT

There being no further business to come before the Board, a motion was made by Representative Ford to adjourn the meeting. After being properly seconded by Mr. Higgs, the motion was adopted by unanimous voice vote and the Board was adjourned at 1:52 p.m.

RESPECTFULLY SUBMITTED BY:

Secretary

APPROVED BY:

Dr. R. Scott Ralls, System President

Ms. Hilda Pinnix-Ragland, Chair