



State Board of Community Colleges

Caswell Building, 200 West Jones Street
Raleigh, North Carolina
July 17, 2015
9:00 a.m.

CALL TO ORDER

Following proper public notification, Representative Jimmie Ford 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. Representative Ford welcomed those in attendance. Mr. Bryan Jenkins called the roll and the following members were present:

Dr. Breeden Blackwell
Treasurer Janet Cowell
Ms. Lisa Estep
Representative Jimmie Ford
Mr. Wesley Fricks
Mr. Clyde Higgs
Mr. Bobby Irwin
Ms. Janet Lowder
Mr. Bill McBrayer, Jr.
Dr. Samuel Powell

Mr. Lynn Raye
Mr. La'Quon Rogers
Mr. James Rose
Dr. Darrell Saunders
Mr. Scott Shook
Mr. Clark Twiddy
Mr. Hal Weatherman (Rep. for Lt.
Governor Dan Forest)
Dr. Candler Willis

*Attended by telephone

Absent: Mr. Todd Johnson, Mr. Ernie Pearson and Mr. Jerry Vaughan

ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OF INTEREST

Representative Ford 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

Representative Ford recognized the following visitors and thanked him for coming to the meeting of the State Board.:

- Chief Justice Robert H. Edmunds, Jr. from the North Carolina Supreme Court
- Representative Jay Adams, District 96
- Representative Allen McNeill, District 78
- Senator Wesley Meredith, District 19
- Dr. Linwood Powell

The oath of office was administered to the following new members Dr. Breeden Blackwell, Mr. Bill McBrayer, and Mr. Clark Twiddy. The ceremonial oath of office for those members appointed by the Governor will be done in August when Governor Pat McCrory will be in attendance.

ELECTION OF OFFICERS

Representative Ford of the Nominating Committee presented the members on the ballot. At the end of the nomination period, one name was received by the deadline for the office of Chair –Mr. Scott Shook. Representative Ford entertained nominations from the floor for the office of Chair. Dr. Blackwell motioned to close the nominations and affirm Mr. Shook as the chair, Mr. Raye seconded. Hearing no other nominations from the floor, Representative Ford closed the nominations and the members approved unanimously. By the deadline set forth for the office of Vice Chair, two names were received – Mr. Clyde Higgs and Ms. Janet Lowder. Representative Ford opened the floor for nominations. Hearing no nominations from the floor, Representative Ford closed the nominations for the office of Vice Chair.

Voting was conducted by written ballot. Mr. Jenkins verified that there were no members attending via phone needing to vote electronically. Each Board Member could only vote once for Chair and once for Vice Chair and the ballot needed their signature. Ms. Shanté Martin and Mr. Jenkins collected and reviewed the votes. Ms. Martin read each vote aloud. Mr. Jenkins tabulated the votes and read the tabulated totals to the Board. Mr. Jenkins gave the tabulated total to the Chair.

Representative Ford announced the winner of the Chair position as Mr. Scott Shook and the winner of the Vice Chair position as Mr. Clyde Higgs who will each serve a two year term. Chair Linwood Powell congratulated the winners. Dr. Powell turned over the gavel to Mr. Shook who thanked him for his leadership and service to the community colleges. Mr. Shook also thanked Representative Ford for administering the election.

APPROVAL OF THE MINUTES

Mr. Raye made a motion to approve the minutes of the June 19, 2015 meeting of the State Board of Community Colleges. Treasurer Cowell 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:

POLICY COMMITTEE, Mr. Lynn Raye, Chair

Mr. Raye stated Policy Committee requested to suspend the rules and move the following from For Future Action to Action:

License Renewal Recommendation for Caring for Life Jacksonville Campus (Attachment POL 2)

License Renewal Recommendation for Caring for Life Wilmington Campus (Attachment POL 3)

Refusal to Recommend License Renewal for North Carolina Medical Institute (Attachment POL 4)

The committee will present a new motion to the board.

PROGRAM SERVICES COMMITTEE, Dr. Samuel Powell, Chair

Dr. Powell stated Program Services Committee had no changes to the agenda.

FINANCE COMMITTEE, Mr. Clyde Higgs, Vice-Chair

Mr. Higgs stated Finance Committee had no changes to the agenda

ACCOUNTABILITY AND AUDIT COMMITTEE, Representative Jimmie Ford, Chair

Representative Ford stated Accountability and Audit Committee had no changes to the agenda.

PERSONNEL COMMITTEE, Mr. Clyde Higgs, Chair

Mr. Higgs stated Personnel Committee had no changes to the agenda.

APPROVAL OF THE AGENDA

Treasurer Cowell made a motion to approve the agenda, Representative Ford seconded the motion, and the motion was unanimously approved by voice vote.

APPROVAL OF THE CONSENT AGENDA

Representative Ford made a motion to approve the consent agenda as recommended, Dr. Saunders seconded the motion, and the motion was unanimously approved by voice vote.

Items approved on the Consent Agenda were as follows:

PROGRAMS COMMITTEE, Dr. Sam Powell, Chair

Associate in Engineering (A10500) Program Applications (Attachment PROG 7)

- Asheville-Buncombe Technical Community College
- Central Piedmont Community College
- Coastal Carolina Community College
- College of The Albemarle
- Craven Community College
- Durham Technical Community College
- Fayetteville Technical Community College
- Guilford Technical Community College
- Johnston Community College
- Mitchell Community College
- Pitt Community College
- Richmond Community College
- Sandhills Community College
- Wake Technical Community College
- Wilkes Community College

Curriculum Program Application (Existing) (Attachment PROG 8)

- Craven Community College
 - Computer-Aided Drafting Technology (A50150)

Curriculum Standard Revisions (Attachment PROG 9)

- Lenoir Community College
 - Aviation Management and Career Pilot Technology (A60180)
 - Tiered Funding Formula Recommendation – Aviation Management and Career Pilot Technology

Curriculum Program Applications (Fast Track for Action) (Attachment PROG 10)

- Asheville-Buncombe Technical Community College
 - Cardiovascular Sonography (A45160)
- Davidson County Community College
 - Applied Engineering Technology (A40130)

- Forsyth Technical Community College
 - Motorcycle Mechanics (A60260)
- Gaston College
 - Manufacturing Technology (A50320)
- Johnston Community College
 - Gunsmithing (A30200)
- Montgomery Community College
 - Nurse Aide (Certificate) (C45840)
- Sampson Community College
 - Human Services Technology (A45380)
- Southeastern Community College
 - Nurse Aide (Certificate) (C45840)
- Wilkes Community College
 - Cosmetology (A55140)
 - Nurse Aide (Certificate) (C45480)

Curriculum Program Application for Captive/Co-opted Groups (Attachment PROG 11)

- Pamlico Community College
 - Pamlico Correctional Institution – Dental Laboratory Technology (D45280)

Combined Course Library – Continuing Education (Attachment PROG 12)

- New Course Approvals, Modifications, and Tier Designations

Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 13)

- Continuing Education
 - Roanoke-Chowan Community Colleges – Odom Correctional Institution
 - Custodial/Environmental Svcs (Commercial Cleaning)
 - Hotel & Lodging Operations (Hospitality Services)

FINANCE COMMITTEE, Mr. Clyde Higgs, Vice-Chair

Allocation to Community Based Organizations (Attachment FC 13)

Allocation for English Literacy and Civics Education Projects (Attachment FC 14)

Service Agreement for Community College Grant Program (Attachment FC 15)

Construction and Property (Attachment FC 16)

REPORTS:

Dr. Garrett Hinshaw, President of North Carolina Association of Community College Presidents

Dr. Hinshaw welcomed the new state board members. The leadership of NCACCP will be handed over to President Bob Shackelford at the regional meeting in Asheville on July 22-24, 2015.

This past year we focused on civility, unity, and professionalism. We concentrated on four major issues.

- Study of Bachelor of Science for a Nursing Degree for Community Colleges
- Treatment of Tuition
- Completion by Design
- Working with the Program Audit Study Committee

These efforts will make a difference for the future of our system. Reports will be given at the meeting for the Bachelor of Science and Tuition Treatment.

The primary issue going forward at the colleges is funding. We are working hard to manage resources. Our colleges cannot operate effectively without funding. The board, the presidents, and the students must address the funding issues that are occurring at the local level. Dr. Hinshaw outlined what the board needs to be aware of in relation to categoricals. With desperate times that we face at the institutions, there is a risk of a proliferation of categorical requests coming through legislation. We must work together, not just talk about working together. It is time for us to get together, work together, and act together.

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

Dr. Hunter welcomed the new state board members and congratulated the new leadership of the board. Dr. Hunter gave a brief overview of NCACCT, introduced Lyn Austin, Chair, and Julie Woodson, Executive Vice President of NCACCT. The next meeting for NCACCT will be September 9-11, 2015 in Wilmington and will include ongoing training for the Trustees.

Dr. Hunter noted he sent a communication from the NCACCT Executive Board about appointments to the Presidential Search Committee from NCACCT. He received word that it would be addressed at this month's meeting and appreciates the consideration of this request.

The Trustees held professional training in June for the Executive Assistants of the Presidents and Trustees. The participants were very enthusiastic and he thanked President Hinshaw for the presidents supporting their administrative staff attending.

N4CSGA, Mr. La'Quon Rogers, President

Mr. Rogers congratulated the new state board members and introduced Mr. Kenneth Campbell, Ms. Emily Hamrick, Mr. Carlos Sanchez and thanked Karen Yerby for her work with N4CSGA. He presented a brief report from the new N4CSGA President, Ms. Priya Balakrishnan. There was a transition and swearing in of board members within the organization at the last meeting.

The website has been completed and working to complete the marketing video that will be shared with the board at a later date.

STANDING COMMITTEE REPORTS

POLICY COMMITTEE, Mr. Lynn Raye, Chair

Mr. Raye presented the following items for approval. These items have already been approved by the Proprietary Schools governing board.

Mr. Scott Corl presented the details about POL 2 and POL 3 which are two locations of Caring for Life schools. Originally they were not going to be recommended for renewal, but based on the response from the school, the Proprietary Board has worked with the school and agreed to renew the license with the stipulation that the programs Nurse Aid I and Nurse Aid II would not be approved. There is no impact on students with this change.

On behalf of the Policy Committee, Mr. Raye reviewed, recommended and moved that the following items be approved by the board:

Consistent with the recommendation from the State Board of Proprietary Schools revised recommendation at their July 10, 2015 meeting, the Policy Committee recommends, License Renewal Recommendation for Caring for Life Jacksonville Campus and Caring for Life Wilmington Campus with the exception of the Nurse Aid I and Nurse Aid II programs at both schools (Attachment POL 2 and POL 3)

The above item was unanimously approved by voice vote.

Mr. Corl reviewed the process followed in and noted that there was no written response from the school. There were willful violations and false information provided by the school. There was no desire to revisit the licensing recommendation.

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

Refusal to Recommend License Renewal for North Carolina Medical Institute (Attachment POL 4)

The above item was unanimously approved by voice vote.

Ms. Martin reviewed the purpose of the State Board Code and the process that we utilize for changes.

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

Amend "2A SBCCC 100.1 – Definitions" (Attachment POL 5)

The above item was unanimously approved by voice vote.

Ms. Shuping introduced the new item of business. The Senate budget has legislation that transfers drivers' education to community colleges from the public schools. The subsidy for the education has been removed, the high schools would conduct classes at full cost to the students for the first year. During that time there should be a feasibility study with report by March 2016. Beginning July 1, 2016 the community colleges would need to administer the drivers' education. In appropriations committee removed the requirement of driver's education to receive a learner's permit for people under eighteen.

NCACCP conducted an informal poll and they are approximately 60% against with the information we have.

President Ralls said that the presidents who are supportive of this may be looking at this as a way to get the high school students on the college campus, however many presidents see it as a distraction from our system mission.

Ms. Shuping said that currently this is in conference since it is only in the Senate budget.

On behalf of the Policy Committee, Mr. Raye recommended and moved that the following new motion be approved by the board:

The Policy Committee recommends that the State Board request that the General Assembly not mandate moving drivers' education to community colleges without further study and adequate time to evaluate and implement the recommendations of the study.

The above item was unanimously approved by voice vote.

PROGRAMS COMMITTEE, Dr. Sam Powell, Chair

Dr. Powell said there were no items discussed in committee that were not on the consent agenda.

FINANCE COMMITTEE, Mr. Clyde Higgs, Vice-Chair

Mr. Higgs introduced the following three items for action.

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

Isothermal Community College Tuition Surcharge (Attachment FC 10)

The motion was approved by voice vote.

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

Allocation for North Carolina Competency-Based Education Incubator (Attachment FC 11)

The motion was approved by voice vote.

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

Allocation for Office Administration Alignment Project (Attachment FC 12)

The motion was approved by voice vote.

Mr. Higgs said that the committee had a discussion about the Future Action items to do with State Board Code.

Ms. Haygood gave a brief review of the Information Item – Estimated Receipts and explained to the board how they plan for possible shortages and plan for changes to accomplish a balanced budget at the end of the year.

PERSONNEL COMMITTEE, Mr. Clyde Higgs, Chair

The personnel committee went into closed session to discuss the agenda item.

On behalf of the Personnel Committee, Mr. Higgs recommended and moved the following items be approved by the board:

Consideration of candidate for Associate Vice President of College Finance and Operations
(Attachment PER 1)

The motion was unanimously approved by voice vote.

PRESIDENTIAL SEARCH COMMITTEE, Mr. Clyde Higgs, Chair

Mr. Higgs said that Mr. Shook conducted the meeting. The committee received more information about the process of hiring a consultant. The committee will have to meet again to complete the Request for Proposal as soon as possible.

ACCOUNTABILITY AND AUDIT COMMITTEE, Representative Jimmie Ford, Chair

Representative Ford asked Mr. Jenkins to review the Internal Audit Charter and Annual Audit Plan.

On behalf of the Accountability and Audit Committee, Representative Ford recommended and moved that the following item be approved by the board:

Internal Audit Charter (Attachment AUD 3)

The motion was approved by voice vote.

On behalf of the Accountability and Audit Committee, Representative Ford recommended and moved that the following item be approved by the board:

2015-16 Annual Audit Plan (Attachment AUD 4)

The motion was approved by voice vote.

PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES

President Ralls recognized Kathy Ridl as MVP for the month of July 2015.

The presidents' report can be reviewed at the website
http://www.nccommunitycolleges.edu/sites/default/files/presidents-reports/july2015presidentreport_0.pdf

BOARD MEMBERS QUESTIONS/COMMENTS

Mr. Shook addressed Dr. Hunter's question about the Trustee representation on the Presidential Search committee.

DATE OF NEXT MEETING

The next State Board Meeting will be held on Thursday, August 20, 2015 through Friday, August 21, 2015 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 no vacancies for the membership of the State Board.

ADJOURNMENT

There being no further business to come before the Board, Chair Shook declared the meeting adjourned Representative Ford made the motion, seconded by Mr. Fricks at 10:56 a.m. unanimously approved by voice vote.

RESPECTFULLY SUBMITTED BY:
Secretary

APPROVED BY:

Dr. R. Scott Ralls, System President

Mr. Scott Shook, Chair

DRAFT