



**Creating Success**

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**State Board of Community Colleges**  
Caswell Building, 200 West Jones Street  
Raleigh, North Carolina  
January 18, 2013  
9:00 a.m.

**CALL TO ORDER**

Following proper public notification, Chair Hilda Pinnix-Ragland called the State Board of Community Colleges (SBCC) Meeting to order at 9:00 a.m. in the Board Room of the Caswell Building. The Chair welcomed those in attendance and those who called in to participate via telephone. Mr. Jenkins called roll and the following members were present:

Mr. K. Ray Bailey  
Treasurer Janet Cowell  
Lt. Gov. Daniel Forest  
Representative Jimmie Ford  
Dr. Stuart Fountain  
Mr. Clyde Higgs  
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. Joanne Steiner \*  
Ms. Norma Turnage\*  
Senator Allen Wellons  
Ms. Ann Whitford  
Mr. James Woody

Absent: Dr. Tom Houlihan and Mr. Ray Jones

\*Participated by telephone

**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**

Mr. Raye made a motion to approve the minutes of the November 15, 2012 meeting of the State Board of Community Colleges. Dr. Sam Powell seconded the motion and the minutes were unanimously

**APPROVAL OF THE MINUTES**

**(continued)**

adopted by the Board by voice vote. Representative Ford made a motion to approve the minutes of the December 14, 2012 meeting of the State Board of Community Colleges. Mr. Bailey seconded the motion and the minutes were unanimously adopted by the Board by voice vote.

**CHANGES TO 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 move Attachment POL 2 and Attachment POL 3 from Future Action to Action. Motion passes unanimously.

**PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair**

Ms. Turnage stated there were no changes to their agenda.

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

Mr. Bailey stated there were no changes to their agenda.

**ACCOUNTABILITY AND AUDIT COMMITTEE, Dr. Linwood Powell, Chair**

Dr. Linwood Powell stated there were no changes to their agenda.

**PERSONNEL COMMITTEE, Dr. Stuart Fountain, Chair**

Dr. Fountain requested to add three items to the agenda...Consideration of the 2013 winners of the State Board Awards, Consideration of the Candidate for Associate Vice President/Chief College Accounting Officer, and Consideration of the Appointee to the Textile Technology Center Advisory Board.

**STRATEGIC PLANNING COMMITTEE, Dr. G. Thomas Houlihan, Chair**

Dr. Sam Powell stated there were no changes to their agenda.

**APPROVAL OF THE AGENDA**

Representative Ford moved and Dr. Saunders 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 Dr. Sam Powell 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 Standard Revisions (Attachment PROG 3)

Haywood Community College – Professional Crafts: Fiber [A30320]

Southwestern Community College – Outdoor Leadership [A55330]

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

Curriculum Program Application (Fast Track for Action) (Attachment PROG 4)

- Central Piedmont Community College – Cosmetology [A55140]
- College of The Albemarle – Mechanical Engineering Technology [A40320]
- Mitchell Community College – Digital Media Technology [A25210]
- Pitt Community College – Horticulture Technology [A15210]
- Wilkes Community College – Radiography [A45700]

Continuing Education Master Course List (Attachment PROG 5)

New Course Approvals and Tier Designations

Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 6)

Continuing Education:

- Sandhills Community College – Hoke Correctional Institution
  - HRD Career Planning/Assessment (Career Planning and Assessment)
  - HRD Career Readiness/Pathways (Career Readiness/Pathways)
  - HRD Motivation & Retention (Employability Motivation)
  - HRD Financial Literacy (Economic Literacy)
- Lenoir Community College – Dobbs Youth Development Center
  - Food Service Management (Culinary I and II)
  - Pharmacy Technician (Pharmacy Technician I)

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

Allocation for Early Childhood Associate Degree Accreditation (Attachment FC 4)

Construction and Property (Attachment FC 8)

**Reports:**

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

Over the holidays, preparations have occurred for the January 23-25, 2013 quarterly meeting at Durham Technical Community College. Items that will be addressed at this meeting will be:

- Revisions to the NCACCP Constitution by the Task Force being led by Dr. Dennis Massey
- A presentation by the Completion by Design Cadre Colleges
- Hosting a reception with our State Legislators
- A SAS Demonstration by Dr. David Shockley and his Committee
- Dr. Scott Ralls and System Office updates
- The Business Meeting for the Association

The committees of the Association have been meeting to address specific topics associated with Finance, Legislative, Personnel & Professional Development, Program and technology/Data. The committees will continue their discussions at the quarterly meeting and report to the Association.

**APPROVED MINUTES: FEBRUARY 15, 2013**

**NCACCP, Dr. Mary Rittling, President, North Carolina Association of Community College Presidents  
(continued)**

The Presidents' Association schedule for 2013 is as follows:

<b>DATE</b>	<b>PLACE</b>	<b>TIME</b>
January 23-25, 2013	Durham TCC, Durham, NC	
February 13, 2013	System Office-Gregory Poole Room	10:00 a.m.-12:00 p.m.
March 13, 2013	System Office-Gregory Poole Room	10:00 a.m.-12:00 p.m.
April 24-26, 2013	Craven CC, New Bern, NC	
May 15, 2013	System Office-Gregory Poole Room	10:00 a.m.-12:00 p.m.
July 24-26, 2013	Tri-County CC, Murphy, NC	
August 14, 2013	System Office, Gregory Poole Room	10:00 a.m.-12:00 p.m.
September 18, 2013	System Office, Gregory Poole Room	10:00 a.m.-12:00 p.m.
October 16, 2013	System Office, Gregory Poole Room	10:00 a.m.-12:00 p.m.
November 13, 2013	System Office, Gregory Poole Room	10:00 a.m.-12:00 p.m.

10:00 a.m.-12:00 p.m. – Full meeting – System Office, Gregory Poole Conference Room (5<sup>th</sup> Floor)

1:30 p.m.-3:30 p.m. – Committee meetings (**Chair will call meeting as needed**) – System Office

- Finance Committee – 201A Conference Room
- Legislative Committee – AW Conference Room
- Personnel/Professional Development Committee – 467 Conference Room
- Program Committee – 401 Conference Room
- Technology/Data Committee – 301B Conference Room

This is a change from previous operations with the intent to provide a consistent time and day for both Presidents' general meeting and the committees.

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

Dr. Hunter was unable to attend the meeting.

**N4CSGA, Ms. NaTasha Moody, President**

The N4CSGA Executive Board had its December executive board meeting on December 15, 2012 at the Sheraton Imperial Hotel in Durham, NC, the site of their upcoming Spring Conference.

December was a quiet month, as many were preparing for the end of the semester. N4CSGA is preparing for the 2013 year as they celebrate along with the rest of our state, 50 years of the Community College System. They will also be backing the current initiatives presented by the presidents as their focus for their legislative visits as well, so they are “singing from the same sheet of music.”

Ms. Moody had the opportunity to serve on the selection board for “President and Staff Member of the Year Awards” and she stated it was an honor.

The next N4CSGA Executive Board Meeting will on January 19, 2013 at 10:00 a.m. in Raleigh, NC.

**SBCC  
02/15/2013**

**STANDING COMMITTEE REPORTS**

**POLICY COMMITTEE, Ms. Joanne Steiner, Chair**

Dr. Linwood Powell stated that the State Board has the responsibility for approving all of the proprietary school licensures in North Carolina. He stated that information was received regarding Thomas Healthcare Institute, Inc. in Raleigh and Thomas Healthcare Institute, Inc. in Greensboro. Dr. Linwood Powell asked Dr. Corl to explain what has happened. Dr. Corl received back in November 2012 allegations that Thomas Healthcare Institute, Inc in Raleigh was in violation of proprietary school statues and/or parts of the administrative code. Pursuant to the rules and policies adopted by the State Board of Community Colleges (SBCC), the State Board of Proprietary Schools (SBPS) initiated an investigation into the Thomas Healthcare Institute, Inc. of Raleigh on November 14, 2012. Mr. Corl's office completed the investigation by the end of December. As part of the process that was accrued by the Community College Office, Mr. Corl's office presented and prepared investigative reports. On January 8, 2013, a copy of each of the investigative reports and the initial recommendation that was to be presented to the Policy Committee was presented to the administrator of the school. On January 11, 2013 our General Counsel, Ms. Martin, office received a written request by the Thomas Healthcare Institute, Inc. school administrator to relinquish both the school licenses.

The Policy Committee decided it would be in the best interest of the Proprietary Schools, that the State Board not accept the request for a voluntary surrender of the license of Thomas Healthcare Institute, Inc. of Raleigh and Greensboro license but move forward and suspend their license.

On behalf of the Policy Committee, Dr. Linwood Powell recommended and so moved not to accept the voluntary license suspension for Thomas Healthcare Institute, Inc. in Raleigh and Thomas Healthcare Institute, Inc in Greensboro (Attachment POL 3). The motion carried.

On behalf of the Policy Committee, Dr. Linwood Powell recommended and so moved to initiate the process to suspend the license for Thomas Healthcare Institute, Inc. in Raleigh and Thomas Healthcare Institute, Inc. in Greensboro (Attachment POL 2). The motion carried.

**PROGRAM SERVICES COMMITTEE, Ms. Norma Turnage, Chair**

Ms. Turnage stated that all the Program Services Committee items are on the Consent Agenda. She did draw attention of the board to a Future Action Item (Attachment PROG 2 – Proposed Policy: Multiple Measures for Placement) that will be presented for Action in February. This will be an important change affecting placement of our students, faculty assignments, the need for Advisors and ultimately budgetary factors as well. The board will need to vote on this item in February in order to facilitate this policy in time for the schools. Dr. Morrissey gave a brief overview of the measures that the schools will use to determine a student readiness for college level courses. This policy has been thoroughly reviewed by the North Carolina Association of Community College Presidents, Chief Academic Officers, the Student Development Administrators, and the Faculty Association at our Colleges. The Presidents' Association has endorsed this policy with a recommendation to the State Board for approval for implementation beginning fall 2013. Colleges will have two years to implement this new policy. The proposed policy will accomplish three goals: it will reduce the overall number of students who are required to take the placement test, it will correct the placement error rate that currently exists and it will place more emphasis on the student intake and advising process at our colleges. Background information is behind Attachment PROG 2 in board members' packets for review before the February SBCC meeting.

**APPROVED MINUTES: FEBRUARY 15, 2013**

**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:

- Service Agreement for ISIR Verification Services (Attachment FC 5)
- Contract with Ellucian for SQL Migration Analysis Study – Services Only (Attachment FC 6)

The above items were properly unanimously voice adopted by the Board.

Mr. Bailey called attention to Attachment FC 8 – Performance Based Funding Report that is on the State Board Agenda for Future Action. This item will come before the Board in February for approval.

**ACCOUNTABILITY AND AUDIT COMMITTEE, Dr. Linwood Powell, Chair**

Dr. Linwood Powell stated that all items on their Agenda were for Information.

**PERSONNEL COMMITTEE, Dr. Stuart Fountain, Chair**

Dr. Fountain made a motion to go into closed session to discuss several items pursuant to the following North Carolina General Statutes: 1) Section 143-318.11(a)(1) to prevent the disclosure of information that is confidential or privileges pursuant to North Carolina General Statute section 126-22; 2) Section 143-318.11(a)(6) to consider the qualifications, competence, performance, and fitness of individual prospective public employees; and 3) Section 143-318.11(a)(2) to prevent the premature disclosure of an honorary prize.

Dr. Fountain returned to open session. On behalf of the Personnel Committee, Dr. Fountain recommended and so moved to approve the following:

2013 Award Winners:

- Excellence in Teaching – Deanne Oppermann, Chemistry Instructor at Southwestern Community College
- Staff Member of the Year – Mona Cornwell, Director of Community Relations and Marketing, Asheville-Buncombe Technical Community College
- President of the Year – Dr. Bob Shackelford, President of Randolph Community College
- Distinguished Partners in Excellence –  
Infastech Advel and Stanly Community College, Albemarle, NC  
Siemens Energy and Central Piedmont Community College, Charlotte, NC

Dr. Matt Williams as Associate Vice President Chief College Accounting Officer effective February 11, 2013 at a salary of \$120,000

Mr. David Klinger as appointee to the Advisory Board of the Textile Technology Center

The above items were properly unanimously voice adopted by the board.

**STRATEGIC PLANNING COMMITTEE, Dr. G. Thomas Houlihan, Chair**

Dr. Sam Powell stated that all items on their Agenda were for Information.

**NEW BUSINESS**

There was no new business.

**PRESIDENT'S REPORT TO THE STATE BOARD OF COMMUNITY COLLEGES**

President Ralls announced that the January 2013 "System Office MVP Award" recipient was Dr. Kristen Corbell. 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/MVPAwardsDetails.htm#January\\_2013](http://www.nccommunitycolleges.edu/pr/awards/System%20Office%20Recognition/MVPAwardsDetails.htm#January_2013)

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

[http://www.nccommunitycolleges.edu/pr/PresidentsReports/2013/JanuaryBoardReport\\_01.18.13.pdf](http://www.nccommunitycolleges.edu/pr/PresidentsReports/2013/JanuaryBoardReport_01.18.13.pdf)

Mr. Kennon Briggs was presented a Retirement Certificate, The Order of the Long Leaf Pine and a Resolution from the State Board.

**CHAIR'S REMARKS**

The Chair reminded the board members that the 50<sup>th</sup> Anniversary was well under way and the need your contributions as a board member to go to scholarship for students within our System.

**BOARD MEMBERS QUESTIONS/COMMENTS**

There were no questions or comments.

**DATE OF NEXT MEETING**

The next State Board Meeting will be held on Friday, February 15, 2012 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 are currently no terms expiring and there is no vacancy for the membership of the State Board.

**ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Senator Wellons to adjourn the meeting. After being properly seconded by Representative Ford, the motion was adopted by unanimous voice vote and the Board was adjourned at 10:26 a.m.

**APPROVED MINUTES: FEBRUARY 15, 2013**

RESPECTFULLY SUBMITTED BY:  
*Secretary*

APPROVED BY:

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Dr. R. Scott Ralls, System President

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Ms. Hilda Pinnix-Ragland, Chair