

**MINUTES**  
**State Board of Community Colleges**  
**SBCC BOARD POLICY AND GOVERNANCE COMMITTEE**  
**Thursday, January 20, 2022**

**SBCC BOARD POLICY AND GOVERNANCE COMMITTEE MEMBERS PRESENT**

Mr. Jerry Vaughan, Chair*	Dr. Shirley Carraway*	Mr. Hari Nath*
Mr. William Holder, Vice-Chair*	Ms. Julie Ryan*	Mr. Nathan Vasquez*
	Mr. Mark Merritt*	Ms. Ann Whitford*

\*Attended via Zoom

**OTHER BOARD MEMBERS PRESENT**

Mr. Bill McBrayer*	Mr. Burr Sullivan*	Mr. Nathan Vasquez*
Dr. Ray Russell*	Hon. Terry Van Duyn*	Ms. Sarah West*

\*Attended via Zoom

**OTHERS IN ATTENDANCE**

Ms. Tawanda Foster Artis*	Dr. Kimberly Gold*	Pres. Mark Poarch, CCC&TI*
Dr. Lyn Austin*	Ms. Elizabeth Grovenstein*	Mr. Deante Tyler*
Dr. Levy Brown*	Ms. Tiffany Howell*	Pres. Thomas Stith, NCCCS*
Ms. Sharon Gladwell*	Pres. Jason Hurst, CCC*	

\*Attended via Zoom

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**CALL TO ORDER**

Mr. Vaughan called the SBCC Policy and Governance Committee meeting to order at 4:30 p.m.

**ROLL CALL**

Ms. Artis called the roll of the SBCC Policy and Governance Committee members.

**ETHICS STATEMENT**

Ms. Artis read the Ethics Awareness and Conflict of Interest Statement. No conflicts were noted.

**APPROVAL OF THE AGENDA AND MINUTES**

Mr. Vaughan requested a motion to approve the January 20, 2022 meeting agenda with the amendment to add the For Information item of the Board Self-Evaluation Process Report. Mr. Merritt motioned to approve the meeting agenda as amended. This motion was seconded by Dr. Carraway, and the motion was unanimously approved by a roll call vote. Mr. Vaughan next requested a motion to approve the December 16, 2021 meeting minutes. Dr. Carraway motioned to approve the minutes, seconded by Ms. Whitford, and the motion was unanimously approved by a roll call vote.

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**For Action**

**Review of Public Comments for Proposed Amendment of 4B SBCCC 100.1 - Adoption of Federal**

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**Rules Regarding Equal Employment (Attachment SBPG 01)**

Ms. Artis stated the changes made were shown in lines eleven (11) to thirteen (13) which required apprenticeship programs registered in North Carolina to comply with federal law. She stated the information was left out during the initial drafts adopting Title 4 of the State Board Code. Ms. Artis further affirmed no public comments were received on this code revision. In addition, Ms. Artis provided information regarding feedback received from the U.S. Department of Labor (USDOL) regarding their review and federal recognition process.

Mr. Merritt motioned to approve Attachment SBPG 01, seconded by Mr. Holder, and the motion was unanimously approved by a roll call vote.

**For Information**

**Board Self-Evaluation Process Report**

Mr. Vaughan shared the Board Self-Evaluation Committee has been working on the Board Self-Evaluation Process and asked Ms. Whitford to lead the discussion regarding this item. Ms. Whitford stated the Board Self-Evaluation is an important governance tool that the colleges have been required to complete to be approved by the South Association of Colleges and Schools (SACS). She stated while colleges have been required to complete a Board Self-Evaluation, the State Board has not completed a Board Self-Evaluation. She went on to add she is excited the Board is considering using this as a governance tool. Ms. Whitford reported the tool builds a foundation for the governance process and starts a plan of action that is intentional to include questions such as what the Board is doing, how are things being done, and is the Board doing things the way they are supposed to be done. She continued that it allows the Board to take stock, establish an agenda around emerging issues and needs, and that it strengthens the Board's and President's relationship. She added gains from the evaluation process including understanding what it means to be an effective Board, clarifications of what the Board expects of each other and identifying strategies and goals. The evaluation will establish criteria to assess the President's and the Board's effectiveness, roles and responsibilities, and identification of strategies and priorities. Ms. Whitford introduced the members of the Committee, Ms. Sarah West and Mr. Mark Merritt, and asked them to walk through their PowerPoint presentation.

Ms. West reviewed a high-level plan, one (1)-year pilot plan, and development of a Board assessment tool and its delivery to the Board. She stated guiding thoughts of the evaluation process began with why, she stated the importance of the Board is critical and she shared the success of the organization is a shared and aspirational vision. Mr. Merritt shared the why includes making sure the Board members are positioned to hold themselves accountable and make sure the Board is able to drive the System forward in a positive way in collaboration with the leadership. The evaluation will establish a platform to allow members to be more engaged.

Ms. West outlined the three (3) key strategies which include 1) engage the Board in a meaningful

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partnership with the President and System Office through establishment of a multi-year calendar to include goal-setting, quarterly meetings to sustain alignment, and a year-end evaluation, 2) design and deliver an initial Board Self-Evaluation exercise, with the intent that findings support the design of a longer-term Board Engagement and Development plan, and 3) establish a stronger platform for Board engagement and service.

Mr. Merritt stated an important part of any evaluation is to evaluate the leadership to make sure they are fulfilling statutory duties and the collective vision of the System. Mr. Merritt stated the President will be provided goals for the year 2022 and the Board will evaluate and write additional goals to work together, to establish a framework to set forth the priorities for the organization.

Ms. West stated the hope is to gain support of the State Board Policy and Governance Committee on the Board Self-Evaluation process. She reviewed the Board Self-Evaluation and Survey and reviewed the objectives. Ms. West and Mr. Merritt reviewed each section and the process of the evaluation. Ms. Whitford stated the Board Self-Evaluation and Survey document will be sent to the Committee and she asked if the members would provide feedback and input. Ms. Whitford stated the Board is good at oversight and the Board can grow to leading initiatives.

Ms. West reviewed the following recommended next steps including sharing the draft version of the self-assessment instrument to the State Board Policy and Governance Committee by February 4<sup>th</sup>, meeting with the Committee to finalize the instrument week of February 7<sup>th</sup>, disseminating the Self-Evaluation instrument for Board feedback by February 17<sup>th</sup>-18<sup>th</sup>, and finalizing the instrument and sharing it electronically with the request for completion by March 4<sup>th</sup>.

Mr. Vaughan asked if there were any questions by the Committee. Mr. Nath asked how the stakeholders for the Board are defined-- he included feedback should be received from them as well. Ms. Whitford stated this will be a part of the process as it moves forward. Mr. Vaughan stated feedback and input has been received by many outside stakeholders and this will allow the Board to define their own direction and provides an organized way to foster this. Mr. Holder provided a definition of stakeholder that he believes includes students, colleges, legislators, and others who impact the System. Mr. Nath stated to further clarify his question he hopes to identify their needs as well. Ms. West stated the whole State of North Carolina is the primary stakeholder and System has the opportunity to be a leading force in moving the State forward. Dr. Carraway stated the tool will help the Board look inward on how the Board functions, and serves to support the goals of the organization. Mr. Nath stated he understood the evaluation to determine the Boards goals, and through discussion understands the evaluation is to look inwardly on how the Board is functioning. Ms. West added she thinks the goals will help to define specific areas to improve upon. Ms. Whitford stated the process will allow to Board to look internally at how things are done and to look outwardly at what more the Board can do for the System and ways to provide leadership. Ms. Whitford went on to say this will start the process to make the Board more effective, to become better leaders for the System, and to better partner with the President. She stated both the President's evaluation and the Board's evaluation should go hand in hand and be aligned to include the same goals and be tailored to

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the strategic plan. Mr. Sullivan stated he think this will be a great addition and stated the governance portion of the Committee was recently added and think this is a great time to implement the self-evaluation. Mr. Sullivan stated this will help bring the Board, the System, the President, and the Senior Team together to work on the same priorities.

Ms. Whitford shared her appreciation to Ms. Sarah West and Mr. Mark Merritt. She stated they both bring strong experience in this area of governance. She reviewed their backgrounds and stated it was aligned well with this process. Mr. Vaughan reviewed the Board Self-Evaluation recommendations and Mr. Merritt clarified the timeline.

Mr. Vaughan stated if the Committee approved, the proposed next steps could be moved to the For Action agenda for full Board approval at the Friday Board meeting.

Dr. Carraway motioned to approve the recommended next steps, seconded by Mr. Holder, and the motion was unanimously approved by a roll call vote.

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**New Business**

No new business.

**ADJOURNMENT**

Mr. Vaughan declared the meeting adjourned at 5:14 p.m.

Respectfully submitted,  
Tiffany Howell  
Recording Secretary