

MINUTES
State Board of Community Colleges
SBCC BOARD POLICY AND GOVERNANCE COMMITTEE MEETING
Thursday, February 16, 2023

SBCC BOARD POLICY AND GOVERNANCE COMMITTEE MEMBERS PRESENT

Mr. Jerry Vaughan, Chair	Dr. Shirley Carraway	Hon. Ray Russell
Ms. Lisa Estep, Vice-Chair	Mr. Mark Merritt	Ms. Ann Whitford
Ms. LaTasha Bradford, N4CSGA	Mr. Hari Nath	

*Attended via Zoom

Absent Members: Ms. Julie Ryan

OTHER BOARD MEMBERS PRESENT

Mr. Jon Harris*	Mr. Burr Sullivan	Ms. Sarah West
Mr. Tom Looney		

*Attended via Zoom

OTHERS IN ATTENDANCE

Attorney Tawanda Artis	Mr. Patrick Fleming	Dr. Bruce Mack*
Dr. Levy Brown	Dr. Kimberly Gold	Mr. Bob Witchger
Mr. Jason Cobb	Ms. Tiffany Howell	
Mr. Scott Corl	Ms. Sondra Jarvis	
Dr. Jeff Cox, Wilkes CC	Ms. Halima Sharif	

*Attended via Zoom

CALL TO ORDER

Mr. Vaughan called the SBCC Policy and Governance Committee meeting to order at 2:32 p.m.

ROLL CALL

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

ETHICS STATEMENT

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

APPROVAL OF AGENDA AND MINUTES

Mr. Vaughan requested a motion to approve the agenda. Dr. Carraway motioned to approve the agenda, seconded by Ms. Estep, and approved by a voice vote. Mr. Vaughan requested a motion to approve the minutes from the January 19, 2023 meeting. Ms. Estep motioned to approve the minutes, seconded by Dr. Carraway, and approved by a voice vote.

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FOR FUTURE ACTION

2023 State Board Policy & Governance Committee Annual Meeting Calendar (Attachment SBPG 01)
Attorney Artis presented Attachment SBPG 01 State Board Policy & Governance Committee Annual Meeting Calendar. The SBPG calendar included State Board Code revisions, Proprietary Schools Board matters, and general State Board governance matters. Additional items will be updated on the calendar as they become available throughout the year. Mr. Vaughn inquired about requirements that there be a joint annual meeting of the UNC System, NC Community Colleges System, and the Department of Public Instruction. Attorney Artis stated the joint meeting is a requirement in state law with all the chapters for the parties. She added that the annual joint meeting of the UNC System, NC Community Colleges System, and the Department of Public Instruction (DPI) could be added to the SBPG annual calendar.

FOR ACTION

Recommendation for Student Repayment (Attachment SBPG 02)

Mr. Corl stated Attachment SBPG 02 was requested to transfer \$10,000 from the Student Protection Fund. The fund is a pool of money in which all the schools pay into, and it is used to refund students for out of pockets cash payments due to a school closure. With the closure of the Living Arts College, there are two (2) students who require refunds for their out-of-pocket payments.

Mr. Vaughan called for a motion to approve SBPG 02. Mr. Merritt motioned to approve, seconded by Mr. Nath, and approved by a voice vote.

FOR CONSENT APPROVAL

Recommendation for Initial Proprietary School Licensure (Attachment SBPG 03) [CA]

Attorney Artis stated there were six (6) proprietary schools up for initial licensing and all offered Nurse Aide I. A couple of the schools offered additional programs such as Phlebotomy Technician, Pharmacy Technician, and Medication Aide. After inquiries from the committee, Mr. Corl stated the schools are prohibited from disclosing enrollment statistics prior to being fully licensed. It was also noted, approval of initial licensing of propriety schools falls under the authority of the State Board of Community Colleges pursuant to the NC General Statutes.

Mr. Vaughan called for a motion to approve SBPG 03. Mr. Merritt motion to approve, seconded by Dr. Carraway, and approved by a voice vote.

FOR INFORMATION

Report from Governance Subcommittee on Board Engagement

Mr. Merritt provided a brief report on the sub-committee's projects. One such project was the Board Access to Information policy. Mr. Merritt stated he has a draft of the policy as a handout at the

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meeting, but it was pending review with General Counsel. Mr. Merritt projected he would have a final policy for the Board's approval by the next Board meeting.

He also added that the sub-committee was working with the Strategic Planning Committee and other committees to finalize the procedure for each of the committees to ensure adequate tracking of each committee's respective part in the Strategic Plan. Mr. Merritt anticipated the completion of this task by the April Board meeting. The other issues being reviewed by the sub-committee pertain to the policies of the System Office that ensure appropriate reporting connections to the Board, issues regarding whistleblowers, and staff accusations of inappropriate conduct against senior managers or State Board members. Mr. Merritt added that there should be guidelines to protect those who may choose to come forward to report any wrongdoing.

Attorney Artis advised Mr. Merritt that pursuant to the State Board By-laws, he would need to make a motion to add the Board Access to Information policy handout to the agenda as a *For Future Action* item in the meeting in order for it to be a *For Action* item at the next Board meeting. Mr. Merritt motioned to add this item to the agenda *For Future Action*, seconded by Mr. Nath, approved by voice vote.

Mr. Merritt provided a brief overview on the Board Access to Information policy. The policy stressed adhering to the confidentiality requirements and to that any confidential information was not shared outside of the work of the Board. Mr. Merritt also added that senior leadership at the System Office should have active communication with the Board Chair, Vice Chair and Committee Chairs.

NEW BUSINESS

No new business.

ADJOURNMENT

Ms. Estep declared the meeting adjourned at 3:04 p.m.

Respectfully submitted,
Halima Sharif
Recording Secretary