

**MINUTES**  
**State Board of Community Colleges**  
**SBCC BOARD POLICY AND GOVERNANCE COMMITTEE**  
**Thursday, May 19, 2022**

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

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

\*Attended via Zoom

**OTHER BOARD MEMBERS PRESENT**

Mr. Bobby Irwin	Mr. Burr Sullivan*	Ms. Sarah West
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\*Attended via Zoom

**OTHERS IN ATTENDANCE**

Mr. Brett Altman	Mr. Alex Fagg	Dr. Bruce Mack
Ms. Tawanda Foster Artis	Mr. Patrick Fleming	Dr. Dale McInnis, President of RCC
Ms. Brandy Andrews	Dr. Kimberly Gold	Ms. Halima Sharif
Mr. Jason Cobb	Caroline Hipple, NCACCT	Pres. Thomas Stith, NCCCS
Mr. Scott Corl	Ms. Tiffany Howell	Ms. Emily Thomas, EdNC
Dr. Patrick Crane	Ms. Judykay Jefferson	

\*Attended via Zoom

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**CALL TO ORDER**

Mr. Vaughan called the SBCC Policy and Governance Committee meeting to order at 3:09 p.m.

**ROLL CALL**

Attorney 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 THE AGENDA AND MINUTES**

Mr. Vaughan requested a motion to approve the agenda. Mr. Merritt motioned to approve the agenda, seconded by Mr. Sullivan, and approved by voice vote. Mr. Vaughan requested a motion to approve the minutes from April 21, 2022. Mr. Holder motioned to approve the minutes, seconded by Dr. Shirley Carraway, and approved by a voice vote.

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**FOR ACTION**

Review of Comments for Proposed Adoption of 1B SBCCC Subchapter 700 – Information Security Program (Attachment SBPG 01)

Review of Comments for Proposed Repeal of 1B SBCCC 400.4 – Provision of Information to the System Office (Attachment SBPG 02)

Attorney Artis recommended both Attachment SBPG 01 and Attachment SBPG 02 be discussed together. Mr. Vaughan agreed. Attorney Artis stated Attachment SBPG 01 added a subchapter on information security and the requirements related to information security programs for the community colleges. It codified the current operating procedures in which community colleges were to establish, operate and maintain a local information security program. The language from the previous State Board Code, Title 1 Chapter B Subchapter 400 Section .4 titled Provision of Information to the System Office was being incorporated into the new Subchapter 700 in Attachment SBPG 01, hence the reason for the repeal of this language. Mr. Vaughan requested a motion for approval of SBPG 01 and SBPG 02. Mr. Merritt motioned to approve, seconded by Mr. Nath, and approved by voice vote.

Recommendations for Renewal of Proprietary Schools Licensure (Attachment SBPG 03)

Mr. Corl discussed the item of Renewal of Proprietary Schools Licensure. He stated the proprietary school licenses ran annually from July 1 to June 30 and confirmed the list of schools in Attachment SBPG 03 were up for license renewal. Mr. Vaughan requested a motion for approval of this attachment. Dr. Carraway motioned to approve, seconded by Mr. Holder, and approved by voice vote.

Recommendation for Initial Proprietary School Licensure (Attachment SBPG 05)

Mr. Corl discussed Attachment SBPG 05 stating this was an initial licensure for a new proprietary school, Dental Assisting Institute of Huntersville. Once approved, the license would run through June 30, 2023. This school would have one single program and it would be owned and operated by a dentist in North Carolina. Externships would be available to students at any of the five (5) orthodontic practices owned by the dentist. All the fees have been paid and there was a \$25,000.00 bond in place. Mr. Sullivan motioned to approve the item, seconded by Mr. Merritt, and approved by a voice vote.

**FOR INFORMATION**

North Carolina State Board Proprietary Schools Special Report

Mr. Corl advised that the Office of Proprietary Schools conducted a thorough investigation on Complete Dental Assisting Academy in Leland, NC. He summed up the investigation's findings to seven (7) credible violations some of which were correctable while others were more serious. Mr. Corl stated the Proprietary Schools Board recommended revocation of this school's license. Mr. Corl mentioned that notice was given to the school of its rights. The school was within its ten (10) day period to challenge the revocation through a hearing with the Proprietary Schools Board. The Board discussed

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the investigation report and its findings. Questions were asked and information presented about probable next steps in this matter.

**State Board and Staff Communications (Attachment SBPG 04)**

Mr. Vaughan opened discussions of Attachment SBPG 04 by providing a little background on “The Path Forward.” He stated one of the items in “The Path Forward” discussed addressing issues with communication between the Board and staff members to avoid confusion and ensure clarity. Mr. Sullivan previously provided his thoughts on the matter which were made available to the Policy and Governance Committee members. The System Office’s Senior Team previously reviewed Mr. Sullivan’s thoughts and provided feedback for consideration in SBPG 04. President Stith stated he wanted to see an appropriate line of communication between the State Board and staff. He was open to discussions with the Chair and the Committee to reach the suitable language that will create the pathway for this communication. Mr. Vaughan added that the proper communication should be available to the senior team members as well as all System Office staff. The Board should be able to address questions with any System Office staff with respect of the chain of command within the System Office.

President Stith commented on the best practices noted in Attachment SBPG 04. He stated he would be able to provide examples of best practices from the resources listed in the State Board and Staff Communications attachment. Attorney Artis added that the first resource on the list was NC Association of Community College Trustees, and it was available online anytime so it would be available immediately. The other bullet items had resources available online and offer training that would need to be scheduled.

Dr. Carraway stated she needed another copy of the Chair’s proposed language that was referenced in the State Board and Staff Communications attachment. Attorney Artis emailed a copy of Mr. Sullivan’s proposed language to the Board members during the meeting. Mr. Vaughan added that the by-laws subcommittee would take the feedback from the System office leadership team and integrate them with Mr. Sullivan’s proposed language for a definite For Action item, but this would be an ongoing discussion. Mr. Sullivan advised there would be no meetings in June and suggested all information and documents be obtained for the next meeting in July.

**By-laws Subcommittee**

Chairman Vaughan communicated that the by-laws subcommittee was an evolution from Ms. Ann Whitford’s subcommittee that brought the Board’s self-evaluation tool and its results. The by-laws subcommittee would address any issues with the by-laws as well as work with the specific committees to update the charters. A period of six (6) months was set to get the by-laws and charters reviewed and updated.

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Dr. Shirley Carraway commented she was asked about the state’s faculty senate organization, but she was not aware of this organization. This organization would provide a voice for the faculty members of the colleges. She suggested the Board entertain the idea of having a representative from the state faculty senate to bring comments and concerns from the faculty. Mr. Vaughan stated he was not familiar with this organization and volunteered Attorney Artis to investigate it for further details. Mr. Nath strongly recommend that the Board consider engaging in the statewide faculty senate because it would give power to the faculty staff which would have to be shared with the administration. Mr. Russell voiced his support of the faculty having direct access to the Board each month. Mr. Vaughan expressed concerned that if the organization does not exist, he was not sure how much control the Board would have to bring this organization into existence. Mr. Vaughan suggested that Dr. Gold and Attorney Artis organize a For Information item on this matter for the July meeting.

**NEW BUSINESS**

No new business

**ADJOURNMENT**

Mr. Vaughan declared the meeting adjourned at 5:49 pm.

Respectfully submitted,  
Halima Sharif  
Recording Secretary