

## MINUTES

### **PROGRAMS COMMITTEE August 18, 2016 – 1:30 p.m.**

#### **Members Present:**

Dr. Sam Powell, chair  
Dr. Breeden Blackwell  
Ms. Kirsten Stovall

Dr. Candler Willis, vice chair  
Mr. Bill McBrayer

#### **System Office Staff and Others:**

Dr. Lisa Chapman  
Ms. Margaret Robertson  
Ms. Gilda Rubio-Festa  
Dr. Frank Scuiletti  
Ms. Amy Cooke  
Dr. Hilmi Lahoud  
Dr. Lisa Eads  
Ms. Susan Barbitta  
Mr. Eric Naisbitt, Sen. Barefoot's office

Dr. Kim Sepich  
Mr. Nate Humphrey  
Dr. Wanda White  
Dr. Tony Reggi  
Ms. Renee Batts  
Ms. Jennifer Frazelle  
Ms. Tracy McPherson  
Ms. Linda Suggs, Gates Foundation  
Ms. Julie Woodson, NCACCT

#### **CALL TO ORDER**

Dr. Powell called the meeting to order at 1:35 p.m.

#### **ROLL CALL**

Dr. Powell took the roll of the Programs Committee members. Quorum was present.

#### **ETHICS AWARENESS AND CONFLICT OF INTEREST**

Dr. Powell read the required ethics statement. There were no conflicts of interest.

#### **AGENDA**

Dr. Powell asked for a motion to approve the agenda for the meeting as presented. Dr. Blackwell moved, seconded by Dr. Willis.

#### **MINUTES**

Dr. Powell asked for a motion to approve the minutes of the July 14 2016, meeting as presented. Dr. Blackwell moved, seconded by Mr. McBrayer.

#### **For Information:**

##### Finance Committee Agenda Items

- Local Government Finance Officer Training FY 2016-2017 (Attachment FC 5)
- Allocation for Advancing Post Secondary Apprenticeship Programs (Attachment FC 6)
- State Board Reserve Allocation for the Career-and-College-Ready Alignment Partnership (Attachment FC 7)
- Allocation for Minority Male Success Initiative Grants FY 2016-2017 (Attachment FC 9) [CA]

Dr. Chapman, Ms. Robertson, Dr. Reggi, Ms. Barbitta, and Dr. Sepich provided brief overviews of the items. The committee had no questions or concerns.

### Programs Committee Information Items

- Career-and-College Ready Graduate Alignment Partnership (Attachment PROG 1)

Ms. Barbitta reported that the NCCCS Office provides oversight for the Career-and-College Ready Graduate Alignment Partnership (CCRGAP). The NCCCS and NC Department of Public Instruction are partnering to support the goal of students successfully graduating from public high schools who are career and college ready.

- Curriculum Program Applications as Approved by the System President (Attachment PROG 2)

Ms. Frazelle presented the following curriculum program application approvals:

- Montgomery Community College
  - Medical Office Administration (A25310)
- Randolph Community College
  - Human Services Technology/Substance Abuse (A4538E)
- Richmond Community College
  - Human Services Technology/Social Services (A4538D)
  - Human Services Technology/ Substance Abuse (A4538E)

- Curriculum Program Termination as Approved by the System President (Attachment PROG 3)

Ms. Frazelle presented the following curriculum program termination approvals:

- Central Piedmont Community College
  - Manufacturing Technology (A50320)

- Curriculum Standard Revision as Approved by the Senior Vice President/Chief Academic Officer (Attachment PROG 4)

Ms. Frazelle reported the Curriculum Review Committee and Dr. Chapman approved revisions to the Occupational Therapy Assistant (A45500) curriculum standard.

### **For Future Action:**

- Annual Report to the Joint Legislative Education Oversight Committee on NC Works Career Coach Program (Attachment PROG 5)

Dr. Eads reported that this is the first year of the grant. The NC Works Career Coach Program places community college career coaches in high schools to assist students with determining career goals and identifying community college programs that would enable students to achieve these goals. On a motion made by Mr. McBrayer, seconded by Dr. Blackwell, the item was approved for action and forwarded to the September 18, 2016 meeting.

- Special Program Application Process Modification (Attachment PROG 6)

Ms. Frazelle provided rationale for modifying the special application process to allow colleges to respond more quickly to industry need within their service area. On a motion made by Dr. Blackwell, seconded by Dr. Willis, the item was approved for action and forwarded to the September 18, 2016 meeting.

### **For Action:**

#### Items for the Consent Agenda [CA]

- Curriculum Program Applications (New to System) (Attachment PROG 7) [CA]

- \*Blue Ridge Community College
  - Early Childhood Administration (Certificate) (C55xxx)
  - Early Childhood Preschool (Certificate) (C55xxx)
  - Addition to Special Curriculum Program Application List

The above items were presented by Dr. Eads.

- \*Fayetteville Technical Community College
  - Surgical First Assistant (Certificate) (C45xxx)
  - Tiered Funding Recommendation

The above items were discussed by Ms. Batts.

- Curriculum Program Application (Fast Track for Action) (Attachment PROG 8) [CA]
  - College of The Albemarle
    - Sustainable Agriculture (A15410)

Ms. Frazelle presented this item.

- Curriculum Standard Revision (Attachment PROG 9) [CA]
  - \*Davidson County Community College
    - Therapeutic Massage (A45750)

Dr. Chapman and Ms. Batts presented information on this revision request.

- Combined Course Library – Continuing Education (Attachment PROG 10) [CA]
  - New Course Approvals, Modification, and Tier Designations

Dr. Chapman discussed the requested course approval.

- Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 11) [CA]  
Continuing Education
  - Lenoir Community College – Maury Correctional Institution
    - Home Companion Aide (Home Care Aide: Phase I & II/Personal Care Aide/Home Health Aide)
  - Sampson Community College – Sampson Correctional Institution
    - Computer Basics (Basic Computer Skills)
    - Masonry (Masonry)
  - South Piedmont Community College – Lanesboro Correctional Institution
    - Building Construction Trades (Building Construction Trades)
    - Construction Management (Construction Management)
  - Southeastern Community College – Tabor Correctional Institution
    - Leadership Development (Introduction to the Basic Principles of Leadership)
    - NC REAL/Entrepreneurship (REAL Small Business Development)
  - Wake Technical Community College – Wake Correctional Center
    - Food Service Sanitation/Safety (ServeSafe)
    - Hotel and Lodging Operations (Hospitality Hotel and Restaurant Certification)
  - Western Piedmont Community College – Foothills Correctional Institution
    - Building Efficiency Operator (Intro to Energy Management)
    - Basic Telecommunication (Introduction to Telecommunication)
    - Network Cable Installation (Intro to Cabling/Copper Based Systems and Intro to Cabling/Fiber Optic Based Systems)
    - Audio/Video Systems (Intro to Home Entertainment Wiring)
    - Broadband Communications (Intro to Telephone VOIP Wiring)

Ms. McPherson and Dr. Reggi provided information on these course approvals.

Agenda items 7-11 were discussed individually and grouped together for one motion. On a motion made by Dr. Willis, seconded by Mr. McBryer, these agenda items were approved for placement on the full board “Consent Agenda” for action at their August 19, 2016 meeting.

*\*Reviewed in previous month*

### **Adjourn**

The meeting was adjourned at 2:50 p.m. on a motion by Dr. Blackwell, seconded by Mr. McBryer.

Respectfully submitted,  
Carol Bowers  
Recording Secretary