

MINUTES
State Board of Community Colleges
PROGRAMS COMMITTEE
Thursday, January 16, 2020

MEMBERS PRESENT:

Sam Powell, Chair	David Willis	Jesse Watts
Bobby Irwin, Vice Chair	Hari Nath	Ann Whitford
William Holder	Bob Stephens	

MEMBERS ABSENT:

Mary Ann Rice

SYSTEM OFFICE STAFF AND OTHERS:

Kimberly Gold	Frank Sculetta	Patti Coultas
Alex Doles	Dorothy Strickland	Tracy McPherson
Wesley Beddard	Jonathan Harris	David Heatherly (NCACCP)
James "JW" Kelley	Mary Olvera	Amanda Lee (NCACCP)
Margaret Robertson	Michelle Lair	Lyn Austin (NCACCT)
Lisa Eads	Jennifer Haygood	
Lori Byrd	Maureen Little	

WELCOME AND ETHICS STATEMENT: Dr. Powell called the meeting to order at 1:46pm in Innovation Station (B10) at the Caswell Building. Roll was taken and there was a quorum. Dr. Powell read the Ethics Awareness and Conflict of Interest Statement and asked if there were any known conflicts. None were noted.

APPROVAL OF THE AGENDA: Dr. Powell requested a motion to approve the January 16, 2020 agenda. Mr. Holder made a motion to approve the agenda and Mr. Stephens seconded the motion. The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES: Dr. Powell requested a motion to approve the November 14, 2019 minutes. Mr. Stephens made a motion to approve the minutes and Mr. Holder seconded the motion. It was unanimously approved by the committee.

FOR FUTURE ACTION:

Recodify Instructional Cost Definition (Attachment PROG 01) *

- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.1. – Definitions (Attachment PROG 01A)
- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 100.99. – Budget FTE Funding (Attachment PROG 01B)

Dr. Gold reviewed this item. These items are part of the process to streamline and clarify language in the State Board of Community College Code.

Mr. Nath asked for clarification on why labor costs are included but facility costs are not. Budget FTE counts focus on paying direct costs for operating instruction. Facility costs are not included as courses could be provided at other locations such as community centers rather than the community college.

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The county normally pays for facility costs with some exceptions where the state would cover those costs.

On a motion made by Mr. Holder, seconded by Mr. Stephens, the full Board will be asked to suspend the rules and place this item on the “Action” agenda with a recommendation for approval at their meeting on January 17, 2020.

Changes to Reporting of Student Hours for Continuing Education (Attachment PROG 02) *

- Initiation of the Rulemaking Process for the Amendment of 1G SBCCC 200.94. – Reporting of Student Hours in Membership for Continuing Education Classes (Attachment PROG 02A)
- Initiation of the Rulemaking Process for the Amendment of 1E SBCCC 900.2. – Continuing Education Registration Fee Refunds (Attachment PROG 02B)

Dr. Gold reviewed this item. These items are part of the process to streamline and clarify language in the State Board of Community College Code.

On a motion made by Mr. Irwin, seconded by Mr. Holder, the full Board will be asked to suspend the rules and place this item on the “Action” agenda with a recommendation for approval at their meeting on January 17, 2020.

Initiation of the Rulemaking Process for Amendment of 1D SBCCC 300.4 – Program Management (Attachment PROG 03) *

Dr. Gold reviewed this item. This item aligns GPA requirements in the Continuing Education pathways with the Curriculum pathways.

On a motion made by Mr. Holder, seconded by Mr. Irwin, the full Board will be asked to suspend the rules and place this item on the “Action” agenda with a recommendation for approval at their meeting on January 17, 2020.

Adoption of a Temporary Amendment to 1G SBCCC 200.95 – Limitations in Reporting Student Membership Hours (Attachment PROG 04) *

Dr. Gold reviewed this item. This item is part of the process to clarify language in the State Board of Community College Code.

Mr. Willis asked for an explanation on the difference between “contact hours” and “membership hours”. Contact hours count the number of minutes students attend a class. This item will allow for colleges to count student enrollment for instruction, whether in a correctional setting or not, to be consistent with any other course. This rule will remain in the code as a temporary rule and will return before the committee.

General Counsel Harris outlined the process and timeline for changes to the SBCC Code on request by the committee.

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On a motion made by Mr. Holder, seconded by Mr. Willis, the full Board will be asked to suspend the rules and place this item on the "Action" agenda with a recommendation for approval at their meeting on January 17, 2020.

FOR ACTION:

Cooperative Innovative High School (CIHS) Application Approval (Attachment PROG 05)

Dr. Gold reviewed this item.

The committee had presented a scenario where the State Board of Community Colleges gave approval for a Cooperative Innovative High School application yet the school not receiving funding from the General Assembly. The schools are given approval to receive FTE for instruction hours and administrative hours. The approved funding from the General Assembly is supplemental funding that can be utilized for expenses such as textbooks, transportation, and college liaisons. As such, a Cooperative Innovative High School could open without this supplemental funding.

On a motion made by Mr. Irwin, seconded by Mr. Willis, the above item was approved for action and forwarded to the January 17, 2020 meeting.

Small Business Center Network Guidelines (Attachment PROG 06)

Ms. Little reviewed this item. Ms. Little reviewed the changes to the Small Business Center Network Guidelines that were discussed in the previous committee meeting on November 14, 2019. All documents were in order.

Mr. Willis asked if there is a cost to small businesses for these services. These costs include services such as counseling and training through a \$6.2 million budget supplied by the state.

On a motion made by Ms. Whitford, seconded by Mr. Willis, the above item was approved for action and forwarded to the January 17, 2020 meeting.

Review of Comments and Adoption of Amendment to 1D SBCCC 400.11 – Education Services through Career and College Promise (Curriculum) College Transfer Pathway Requirements for Freshmen & Sophomores (Attached Comments) (Attachment PROG 07)

General Counsel Harris and Dr. Eads reviewed this item. All documents were in order.

The committee had no questions or concerns.

On a motion made by Mr. Stephens, seconded by Mr. Holder, the above item was approved for action and forwarded to the January 17, 2020 meeting.

Curriculum Program Application – Fast Track for Action (FTFA) (Attachment PROG 08) [CA]

- Alamance Community College
 - Mechanical Engineering Technology (A40320)
- Catawba Valley Community College

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- Human Services Technology (A45380)
- Davidson County Community College
 - Sustainable Agriculture (A15410)
- Mayland Community College
 - Emergency Medical Science (A45340)
- McDowell Technical Community College
 - Healthcare Management Technology (A25200)
- Sandhills Community College
 - Environmental Engineering Technology (A40150)
- Wake Technical Community College
 - Medical Sonography (A45440)

Dr. Gold reviewed this item. Dr. Powell recommended that this item be removed from the Consent Agenda in order to allow for further discussion in the full meeting on Friday, January 17, 2020. All documents were in order.

The committee questioned Wake Technical Community College's Medical Sonography application compared to an application from Central Piedmont Community College for the same program in Spring 2019. Wake Technical Community College (WTCC) was able to resolve all negative impact assessments prior to their application coming before the committee while Central Piedmont Community College (CPCC) had not. CPCC has been in contact with the NCCC System Office regarding the rejection of their application, stating that their application was denied based on claims of market oversaturation. By approving WTCC's application, CPCC states that this argument would be negated and would like to have CPCC's application revisited.

Mr. Holder asked about the reasoning behind the State Board rejecting CPCC's application and that the application was rejected based on market oversaturation when the committee understood that the clinical sites were a larger issue. While the clinical sites were a major point of contention for the negative impact assessment, Dr. Gold clarified that the application was rejected based on the fact that CPCC was not able to resolve the negative impact assessment itself, not on the reasonings behind the negative impact assessment.

Ms. Whitford asked for more details on how WTCC was able to resolve their negative impact assessment from four community colleges. WTCC stated that they would not displace students of other colleges in those clinical spaces and arranged for a Memorandum of Understanding (MOU) with the four colleges that submitted a negative impact assessment. This has resolved the negative impact assessments.

Ms. Austin explained how Johnston Community College (JCC) views this situation and confirmed that there is a strong concern over clinical sites but WTCC was able to smooth over those concerns with their agreement. Mr. Beddard confirmed that JCC does have clinical sites in Wake County but WTCC has an agreement to not take the clinical slots from JCC students. Mr. Beddard provided an example to the committee where, if Wake Med has three clinical spots that are currently occupied by JCC students, WTCC

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cannot intrude on those spots based on their MOU. However, if Wake Med opened seven more clinical spots, then WTCC students could fill those extra slots and thus not hurt JCC's clinical spots. This scenario could apply to any number of hospitals located in Wake County.

Ms. Haygood offered a comparison of CPCC's proposed MOU where the college offered to avoid taking clinical spots from the other colleges for five years yet there was and still is concern of CPCC's program impact on their neighboring colleges after those five years were finished.

Mr. Watts asked what challenges colleges would face in creating more clinical sites. For Medical Sonography, there is a requirement for a 1-on-1 clinical placement and these clinical slots are done in-person. There are also variations in sites on what types or ages of patients are treated which can add further strain on arranging clinicals if the site does not offer a full spectrum of treatment across all ages.

The Programs Committee stated that the process WTCC has followed is a model for other colleges who may face negative impact assessments and that colleges should not encroach on each other's programs.

Mr. Beddard reiterated that the difference between this application and CPCC's application is that WTCC resolved all negative impact assessments prior to submitting their application while CPCC continued to move forward with their application without resolving those negative impact assessments, even with assistance from NCCC System Office Staff.

Ms. Whitford asked if colleges need to have secured their clinical sites prior to submitting their applications. Colleges are not required to have those sites established prior to submitting their application for approval.

The Programs Committee stressed again that colleges need to find creative ways to resolve their negative impact assessments before submitting their program applications to the State Board for approval.

On a motion made by Mr. Nath, seconded by Ms. Whitford, the above item was removed from the Consent Agenda, approved for action, and placed on the full board "For Action" agenda at their January 17, 2020, meeting.

Courses of Instruction to Captive/Co-opted Groups (Attachment PROG 09) [CA]

- Johnston Community College – Johnston Correctional Institution
 - NCDOT Highway Construction Trades Academy (HEO-3150)
 - (NCDOT Highway Construction Trades Academy (HCTA))
 - Career Exploration: Highway Construction (HRD-3150)
 - (Career Exploration: Highway Construction Trades)
- Stanly Community College – Albemarle Correctional Institution
 - Working Smart (HRD-4100)
 - (Working Smart)

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Dr. Gold reviewed this item. All documents were in order.

The committee had no questions or concerns.

On a motion made by Mr. Holder, seconded by Mr. Nath, the above item was approved for action and placed on the full board "Consent Agenda" for action at their January 17, 2020, meeting.

Combined Course Library – Continuing Education (Attachment PROG 10) [CA]

- New Course Approvals, Modifications, and Tier Designations
 - New Course Approval – Randolph Community College
 - Licensed Massage Therapist - CE (HEA-3022)
 - MBLExPrep (HEA-3023)
 - New Course Approval – Durham Technical Community College
 - Environmental Services Management (HOS-3042)
 - New Course Approval – NC Fire and Rescue Commission/Certification Board and NC Office of State Fire Marshal (OSFM)
 - Firefighter Certification Program
 - FF 2019 – Firefighter Series (FIP-3030)
 - FF General and Comm (FF 2019) (FIP-3040)
 - FF Fireground Ops 1 (FF 2019) (FIP-3041)
 - FF Fireground Ops 2 (FF 2019) (FIP-3042)
 - FF Fireground Ops 3 (FF 2019) (FIP-3043)
 - FF Fireground Ops 4 (FF 2019) (FIP-3044)
 - FF Fireground Ops 5 (FF 2019) (FIP-3045)
 - FF Fireground Ops 6 (FF 2019) (FIP-3046)
 - FF Fireground Ops 7 (FF 2019) (FIP-3047)
 - FF Fireground Ops 8 (FF 2019) (FIP-3048)
 - FF Fireground Ops 9 (FF 2019) (FIP-3049)
 - FF Rescue Ops 1 (FF 2019) (FIP-3050)
 - FF FLSE Initiatives (FF 2019) (FIP-3051)
 - FF Mayday/Safety & Survival (FIP-3052)
 - Airport and Marine Firefighter Certification Programs
 - Airport Fire Fighter (FIP-4731)
 - Marine FF Land-Based (FIP-5586)
 - Driver Operator Certification Program
 - Emergency Vehicle Driver (FIP-3600)
 - D/O Pumps Apparatus Series (FIP-3622)
 - D/O Pumps Intro/Basic Ops (FIP-3623)
 - D/O Pumps Hydr/Water Supply (FIP-3624)
 - D/O Pumps Spr&Sps/Maint&Test (FIP-3625)
 - D/O Aerial Apparatus Series (FIP-3626)
 - D/O Mobile Water Supply App. (FIP-3627)

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- Hazardous Materials Certification Program
 - HM Awareness (Chapter 4) (FIP-3555)
 - HM Ops (Chapters 4/5/6.2/6.6) (FIP-3556)
 - HM Ops MSC (Chapter 6.2) (FIP-3557)
 - HM Ops MSC (Chapters 6.3/6.4) (FIP-3558)
 - HM Ops MSC (Chapter 6.7) (FIP-3559)
 - HM Ops MSC (Chapter 6.8) (FIP-3560)
 - HM Ops MSC (Chapters 6.5/6.9) (FIP-3561)
 - HM Ops MSC (Chapter 6.6) (FIP-3562)
 - HM Technician (Chapter 7) (FIP-3563)
- Rapid Intervention Certification Program
 - Rapid Intervention Series (FIP-6411)
 - Rapid Intervention Crew (FIP-6412)
- Fire Instructor Certification Program
 - Fire Instructor I (FIP-3811)
 - Fire Instructor II (FIP-3812)
 - Fire Instructor III (FIP-3813)

Dr. Gold reviewed this item. All documents were in order.

The committee had no questions or concerns.

On a motion made by Mr. Irwin, seconded by Mr. Stephens, the above item was approved for action and placed on the full board "Consent Agenda" for action at their January 17, 2020, meeting.

FOR INFORMATION

Curriculum Program Application as Approved by the System President (Attachment PROG 11)

- Bladen Community College
 - Air Conditioning, Heating and Refrigerator Technology (A35100)
- Brunswick Community College
 - Public Safety Administration (A55480)

Dr. Gold reviewed the item. All documents are in order.

The committee had no questions or concerns.

Curriculum Program Standard Revisions as Approved by the System President (Attachment PROG 12)

- Wilkes Community College
 - Applied Engineering Technology (A40130)

Dr. Gold reviewed the item. All documents are in order.

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The committee had no questions or concerns.

Curriculum Program Termination as Approved by the System President (Attachment PROG 13)

- Edgemcombe Community College
 - Lateral Entry (Certificate) (C55430)
- South Piedmont Community College
 - School-Age Education (A55440)

Dr. Gold reviewed the item. All documents are in order.

The committee had no questions or concerns.

SBCC Code Report – January 2020 (Attachment SBCCC 01)

Dr. Gold reviewed the item. All documents are in order.

The committee had no questions or concerns.

Finance Committee Information Items

Allocation for Title II Professional Development Network Project (Attachment FC 01)

Dr. Gold reviewed the item.

The committee had no questions or concerns.

NC Career Coach Program Funding Allocation Recommendations (Attachment FC 02)

Dr. Gold reviewed the item.

The committee had no questions or concerns.

OTHER BUSINESS

The committee was introduced to two new Academic & Student Services staff members: Dr. Mary Olvera, the Career and Technical Education Coordinator for Public Services Technologies, and Ms. Michelle Lair, the Career and College Promise Career and Technical Education Coordinator.

ADJOURN

The meeting was adjourned at 2:53pm on a motion by Mr. Holder, seconded by Mr. Nath, and approved via voice vote.

Recording Secretary
Alexandra Doles