

MINUTES
State Board of Community Colleges
PROGRAMS COMMITTEE
Thursday, July 19, 2018 – 1:30 p.m.

Committee Members Present:

Candler Willis, vice chair
Wade Bryan Irwin, Jr.

William Holder
Bob Stephens

Toni Formato
Ernest Pearson*

Absent: Sam Powell
*attended via phone

System Office Staff and Others:

James "JW" Kelley
Deryl Davis Fulmer
(Martin CC)

Helen Davis (Martin CC)
Kismet Matthews
(Martin CC)

WELCOME AND ETHICS STATEMENT: Dr. Willis called the meeting to order at 1:30 p.m. at Martin Community College, Building 1, Room 14. Roll was taken and there was a quorum. Dr. Willis 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. Willis requested a motion to approve the July 19, 2018 agenda. Mr. Mr. Stephens made a motion to approve the agenda and Mr. Holder seconded the motion. The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES: Dr. Willis requested a motion to approve the May 17, 2018 minutes. Mr. Holder made a motion to approve the minutes and Ms. Formato seconded the motion. The minutes were unanimously approved by the committee.

FOR FUTURE ACTION

Curriculum Program Applications – New to the System (Attachment PROG 01)

- Fayetteville Technical Community College
 - Leadership Studies (A25xxx)

Dr. Kelley reviewed this item. This new program is being driven by the college's service to the military community and will maximize military credit for completing degrees while also giving military members the opportunity to gain an associate degree.

Mr. Holder asked if this program is only open to Active Duty service members. Once this program is implemented and available, then anyone can apply for this program.

The committee had no questions or concerns.

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Initiate Rulemaking Process to Amend 1D SBCCC 400.8 – “Courses for Curriculum Programs”
(Attachment PROG 02)

Dr. Kelley reviewed the item. This item is preparing State Board Code for programmatic changes in relation to Developmental Education and the RISE program and will give colleges the option of having both pre-requisite courses and supplemental courses.

The committee had no questions or concerns.

FOR ACTION

Review of Comments for 1G SBCCC 200.93 - "Reporting of Student Membership for Curriculum Classes"; 1G SBCCC 200.94 - "Reporting of Student Hours in Membership for Continuing Education Classes"; 1D SBCCC 300.9 - "Clinical Practice"; and 1D SBCCC 300.10 - "Work-Based Learning"
(Attachment PROG 03)

Ms. Martin reviewed this item. This item will address concerns that were raised during the public comment period on the four code items. The recommendation is that the committee approve the System Office response to the comments and, since these comments will result in some substantive changes, changes will be made followed by another comment period will occur to allow the public.

Dr. Willis asked if additional clarification require that descriptions to the Combined Course Library go before the State Board. Changes will first go before the Curriculum Course Review Committee (CCRC) and will then be presented to the State Board.

On a motion made by Mr. Holder, seconded by Mr. Stephens, PROG 03 was approved for action and forwarded to the July 20, 2018 meeting.

Curriculum Program Applications – Fast Track for Action (Attachment PROG 04) [CA]

- Alamance Community College
 - Agriculture Biotechnology (A20110)
- Asheville-Buncombe Technical Community College
 - Physical Therapist Assistant (2-year program) (A45620)
- Caldwell Community College & Technical Institute
 - Practical Nursing (Diploma) (D45660)
- Carteret Community College
 - Diesel & Heavy Equipment Technology (A60460)
- Martin Community College
 - Nurse Aide (Certificate) (C45840)
- Rockingham Community College
 - Manufacturing Technology (A50320)

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

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Mr. Irwin asked about the requirement that the colleges have the equipment prior to offering the program and how colleges would address situations where the main campus has the equipment to offer a course but satellite campuses do not have equipment. Colleges need to either have the equipment to support the classes or make arrangements for use of equipment prior to asking for the program. In a situation where one campus may have the equipment but another may not, either the main campus can arrange for the satellite campus to have equipment or the college will need to ensure that students are aware that, while the college does offer a program, general courses can be taken at one campus while program courses requiring specific equipment can only be taken at the main campus or other designated satellite campuses.

Mr. Irwin followed up asking if a college can raise local funds to obtain equipment and offer the program prior to building a new building for the program while waiting for state funding. Colleges can start programs because they have the resources available through partnerships as the building is being completed while other colleges may wait as they may not have those partnerships.

On a motion made by Mr. Stephens, seconded by Mr. Holder, PROG 04 was approved for the consent agenda and forwarded to the July 20, 2018 meeting.

Curriculum Standard Revision (Attachment PROG 05) [CA]

- Davidson County Community College
 - Zoo and Aquarium Technology
 - Zoological Science Technology (A20250)
 - Aquarium Science Technology (A20260)
- Guilford Technical Community College
 - Physical Therapist Assistant (1+1) (A45640)
- Martin Community College
 - Equine Business Technology (A15170)
- Wake Technical Community College
 - Air Conditioning, Heating and Refrigeration Technology (A35100)

Dr. Kelley 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. Stephens, PROG 05 was approved for the consent agenda and forwarded to the July 20, 2018 meeting.

Courses of Instruction – Captive/Co-Opted Groups (Attachment PROG 06) [CA]

- Asheville-Buncombe Technical CC - Swannanoa Correctional Center for Women
 - HOS-3043 Custodial/Environmental Svcs.
 - (Custodial/Environmental Svcs.)

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- Catawba Valley Community College – Alexander Correctional Institution
 - HRD-3004 Career Readiness/Pathways
 - (Career Readiness/Pathways)
- Davidson County Community College – Davidson Correctional Center
 - HRD-4100 Working Smart
 - (Working Smart)
 - MNT-3103 Fork Lift Operator
 - (Fork Lift Operator)
 - OSH-3012 OSHA Forklift Operator
 - (OSHA Forklift Operator)
 - SBC-3601 Small Business Center Network
 - (Small Business Center Network)
 - TRA-3605 Commercial Driver License
 - (Commercial Driver License)
- Davidson County Community College – North Piedmont Correctional Center
 - HOS-3041 Quantity Food Service
 - (Quantity Food Service)
 - MNT-3103 Fork Lift Operator
 - (Fork Lift Operator)
 - OSH-3012 OSHA Forklift Operator
 - (OSHA Forklift Operator)
- Lenoir Community College – Greene Correctional Institution
 - NUR-3216 Home Companion Aide
 - (Home Companion Aide)
- Vance-Granville Community College – Polk Correctional Institution
 - HOS-3075 Food Service Management
 - (Food Service Management)

Dr. Kelley reviewed the item. All documents were in order.

The committee had no questions or concerns.

On a motion made by Mr. Stephens, seconded by Mr. Holder, PROG 06 was approved for the consent agenda and forwarded to the July 20, 2018 meeting.

Combined Course Library – Continuing Education (Attachment PROG 07) [CA]

- New Course Approvals, Modifications, and Tier Designations
 - New Course Approval – NCCCS/NCDOT Division of Aviation
 - UAS Drone Intro/Public Safety (EPT-3701)
 - New Course Approval – Johnston Community College
 - Pipeline Construction (HEO-3003)

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- Course Modification – Wake Technical Community College
 - Apprenticeship: Carpentry (APP-3500)
- Course Modification – South Piedmont Community College
 - Mammography (RAD-2100)

Dr. Kelley reviewed the item. All documents were in order.

Mr. Holder asked if the UAS Drone Intro/Public Safety course had been approved by the committee previously. The previous course was a more generic Drone Intro course while this course is targeted more towards Public Safety and Emergency Management.

On a motion made by Mr. Holder, seconded by Mr. Stephens, PROG 07 was approved for the consent agenda and forwarded to the July 20, 2018 meeting.

FOR INFORMATION

Programs Committee Agenda Items

- Curriculum Program Applications as Approved by the System President (Attachment PROG 08)
 - Alamance Community College
 - Criminal Justice Technology/Forensic Science (A5518C)
 - Sampson Community College
 - Supply Chain Management (A25620)
 - Tri-County Community College
 - Human Services Technology/Substance Abuse (A4538E)

Dr. Kelley reviewed the item. All documents were in order.

The committee had no questions or concerns.

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- Curriculum Program Terminations as Approved by the System President (Attachment PROG 09)
 - Fayetteville Technical Community College
 - General Occupational Technology (A55280)
 - Nuclear Medicine Technology (A45460)
 - Guilford Technical Community College
 - Furniture Upholstery (Diploma) (D50200)
 - Nurse Aide (Certificate) (C45840)
 - Lenoir Community College
 - Aerostructure Manufacturing and Repair Technology (A50450)
 - Sustainability Technologies (A40370)
 - Piedmont Community College
 - Human Services Technology/Social Services (A4538D)
 - Rowan-Cabarrus Community College

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- Health and Fitness Science (A45630)
- Therapeutic Massage (A45750)
- Tri-County Community College
 - Entrepreneurship (A25490)
 - Hospitality Management (A2511)
- Western Piedmont Community College
 - Health Science Therapeutic & Diagnostic Services/Nurse Aide (Diploma) (D45970)
 - Health Science Therapeutic & Diagnostic Services/Phlebotomy (Diploma) (D45950)
 - Nurse Aide (Certificate) (C45840)
 - Phlebotomy (Certificate) (C45600)
- Wilkes Community College
 - Electronics Engineering Technology (A40200)
 - Health Science Therapeutic & Diagnostic Services/Emergency Medical Science (Diploma) (D45910)
 - Infant/Toddler Care (Certificate) (C55290)
 - Health Science Therapeutic & Diagnostic Services/Medical Assisting (Diploma) (D45920)

Dr. Kelley reviewed the item. All documents were in order.

The committee had no questions or concerns.

SBCC Code Report (Attachment PROG 10)

Ms. Martin reviewed the item.

The committee had no questions or concerns.

Finance Committee Agenda Items

Allocation for Previously Funded Title II AEFLA Providers (Attachment FC 02)

The committee had no questions or concerns.

Allocation for Title II Adult Education and Family Literacy Act (AEFLA) (Attachment FC 03)

Ms. Martin reviewed the item. This item will address allocations for the Title II Adult Education and Family Literacy Act for colleges and organizations that will receive funding under the new competitive grant process while another agenda item will be going before the Policy Committee to address the appeal process for colleges and organizations that did not receive funding.

The committee had no questions or concerns.

Allocation for Integrated English Literacy and Civics Education (Attachment FC 04)

The committee had no questions or concerns.

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State Board Reserve Funding for CCR Professional Development and Technical Assistance (Attachment FC 05)

The committee had no questions or concerns.

Allocation for Career and College Ready Graduate Alignment Partnerships (Attachment FC 06)

The committee had no questions or concerns.

Allocation for Lead College for Career and College-Ready Alignment Partnership (Attachment FC 07)

The committee had no questions or concerns.

Allocation for Improving Career and Technical Education (Attachment FC 08)

The committee had no questions or concerns.

Allocation of Title II, AEFLA, Section 225, Expanding Services (Attachment FC 10)

The committee had no questions or concerns.

Service Agreement for Community College Grant Program (Attachment FC 13) [CA]

The committee had no questions or concerns.

Service Agreement for Adult Basic Skills Professional Development (Attachment FC 14) [CA]

The committee had no questions or concerns.

Allocation for Minority Male Success Initiative (Attachment FC 15) [CA]

The committee had no questions or concerns.

Allocation for Golden Leaf Scholars Program – Two Year Colleges (Attachment FC 16) [CA]

The committee had no questions or concerns.

NEW BUSINESS

ADJOURN

The meeting was adjourned at 2:15 pm via voice vote. Mr. Stephens, made a motion, Mr. Holder seconded and approved via voice vote.

Recording Secretary
Alexandra Doles