

MINUTES
STATE BOARD OF COMMUNITY COLLEGES
Programs Committee
November 16, 2017 – 1:30 p.m.

Committee Members Present:

Sam Powell, chair *	Wade Bryan Irwin, Jr.	Roderick Gooden
Candler Willis, vice chair	Bob Stephens	William Holder

Absent: Lt. Governor Dan Forest
*attended via phone

System Office Staff and Others:

Lisa Chapman	Jennifer Frazelle	Shantè Martin
Alexandra Doles	Frank Scuietti	David Johnson (Johnston CC)
Wesley Beddard	Renee Batts	Stanley Elliot (Roanoke- Chowan CC)
Wanda White	Hilmi Lahoud	
Lisa Eads	Susan Barbitta	
Nate Humphrey	Monty Hickman	

WELCOME AND ETHICS STATEMENT: Dr. Willis called the meeting to order at 1:31 p.m. in the Dr. W. Dallas State Board Room in the Caswell Building. 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 asked if there were additions or corrections to the the November 17, 2017 agenda. Without objection, the chair ruled that the agenda is approved as presented.

APPROVAL OF THE MINUTES: Dr. Willis requested a motion to approve the October 19, 2017 minutes. Mr. Irwin made a motion to approve the minutes and Mr. Stephens seconded the motion. The minutes were unanimously approved by the committee.

FOR INFORMATION

Finance Committee Agenda Items

Summary of 2016-17 State Funded Financial Aid Programs for Community College Students
(Attachment FC 04)

Dr. White reviewed the item.

The committee had no questions or concerns.

Allocation for Sub-Orbital Student Competition (Attachment FC 06)

Dr. Chapman reviewed the item.

The committee had no questions or concerns.

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Service Agreement for ISIR Verification Services (Attachment FC 07)

Dr. White reviewed the item. This item is a service agreement that is requesting services for colleges that are using CFI to complete verification services.

The committee had no questions or concerns.

Allocation for Investment in Short-Term Workforce Training (Attachment FC 12)

Mr. Humphrey reviewed the item. This training addresses workforce needs while keeping the flexibility that is needed for workforce training. The System Office will be reporting to the State Board and the General Assembly on the success of this pilot no later than April 2017.

The committee had no questions or concerns.

State Board Reserve Funding for Employability Skills Alignment Project (Attachment FC 13)

Dr. Chapman reviewed the item. The State Board is being asked to approve \$50,000 from the State Board Reserve and Perkins Leadership funds to support this project. One of the common notes from business partners and workforce employers is that community college graduates need improvements in soft skills. This project is to ensure that all educational programs and content delivery pull in pieces to ensure that students are learning employability skills.

Mr. Gooden asked if this is a non-credit course. This project will develop a program that can be used in any course and be universal and modularized throughout all areas of the community college system. He followed this question asking if this would be included in a College Success course. This could be added to that course but the ultimate goal is to go beyond embedding these skills into a single course to show that these are critical skills that are imperative for employment.

Mr. Holder asked that if these skills are embedded into a course, what indicators will show that students are acquiring these skills. These skills could be embedded in the entirety of a program rather than looking at embedding skills in courses, ensuring that no matter the course, students will be exposed to these skills. If this project is modularized, then these skills can be built upon throughout the entirety of a program rather than course by course.

Allocation for Food and Nutrition Services: Employment and Training Program Grant
(Attachment FC 14)

Mr. Humphrey reviewed the item. There has been initial and large successes at the colleges that have piloted this program and this grant will be used to expand and improve the current program.

The committee had no questions or concerns.

Allocation for NCWorks Career Coach Program (Attachment FC 15)

Dr. Chapman reviewed the item. The State Board has previously approved funding for the 2015-2017 cycle and the 2017-2019 cycle, and in the second year of the Legislature's biennium funding, has

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approved additional recurring funding that was awarded to colleges in the first year and in the second year. Funds come from the Legislature annually but this is a multi-year project for the colleges. Any college that is approved for the 2018-2019 cycle are approved for the 2018-2020 position.

This allocation will support colleges for the 2018-2020 funding cycle who either (a) do not have Career Coaches due to previously being unable to provide matching funds for the 2017-2019 cycle and need a reallocation of those funds or (b) have the least number of Career Coaches among the requesting community colleges.

Mr. Gooden asked what happens to funds provided by the legislature if colleges are unable to meet matching funds through non-state funds. The funds would revert and would need to be reallocated. Mr. Gooden followed up asking what are the requirements to be a Career Coach. There is not a uniform requirement across the System but most will have workforce experience, career advising backgrounds, connections to the local workforce development, and will receive further professional development to improve skills.

Mr. Stephens asked if a college had applied for funding for three positions but could only provide matching funds for one Career Coach, would funds be reallocated to help the college. Yes, the System Office would have as there are regions that have a great need for this type of program.

Programs Committee Information Items

2017 Legislative Report - Annual Curriculum Approval/Termination Report to the General Assembly
(Attachment PROG 01)

Dr. Chapman reviewed the item. This report lists all curriculum program approvals and terminations over the past year.

The committee had no questions or concerns.

Curriculum Program Applications as Approved by the System President (Attachment PROG 02)

- Carteret Community College
 - Welding Technology (A50420)
- Robeson Community College
 - Early Childhood Administration (Certificate) (C55850)
 - Early Childhood Preschool (Certificate) (C55860)
 - Infant/Toddler Care (Certificate) (C55290)
 - School-Age Care (Certificate) (C55450)

Dr. Eads and Dr. Scuiletti reviewed the item. All documents were in order.

The committee had no questions or concerns.

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Curriculum Program Applications for Health Science: Therapeutic Diagnostic Services as Approved by the System President (Attachment PROG 03)

Ms. Batts reviewed the item which consisted of a list of Health Science: Therapeutic and Diagnostic Service program majors approved by the System President during 2017. All documents were in order.

Mr. Gooden asked for clarification on the differences between a certificate and diploma program. A certificate program is between 12-18 credit hours and general education courses may not be required. A diploma is between 36-48 credit hours. Mr. Gooden asked how acquiring these certificates or diplomas affect students in the workforce. The Therapeutic Diagnostic Services program majors allow students to receive marketable credentials while they may be waiting to be accepted into a health science program.

Curriculum Program Applications for Associate in General Education (A1080N) as Approved by the System President (Attachment PROG 04)

Ms. Batts reviewed the item. All documents were in order. Thirty-five community colleges have been approved to offer the Associate in General Education in Nursing program during 2017. Mr. Stephens asked if those colleges currently have the program up and operating. This degree will allow students to be dual coded into Nursing and the Associate in General Education to assist with financial aid, advising, and tracking.

Curriculum Program Terminations as Approved by the System President (Attachment PROG 05)

- Carteret Community College
 - Practical Nursing (Diploma) (D45660)
- Randolph Community College
 - Facility Maintenance Technology (A50190)
 - Health Care Technology (Certificate) (C45350)
- Roanoke-Chowan Community College
 - Health Care Technology (Certificate) (C45350)

Ms. Frazelle reviewed the items. All documents were in order.

The committee had no questions or concerns.

SBCC Code Report – September 2017 (Attachment PROG 06)

Ms. Martin reviewed the item.

The committee had no questions or concerns.

Reinforced Instruction for Student Excellence (RISE) (Attachment PROG 07)

Ms. Barbitta reviewed the item. RISE is a developmental education program that is to address students who have the greatest need in gateway math and English courses. This For Information item is to develop a pilot program that will collect data on developmental education to present to stakeholders

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and, if there are positive results, will be presented to the NCACCP for endorsement before being presented to the State Board.

The committee had no questions or concerns.

FOR ACTION:

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

- Cape Fear Community College
 - Human Services Technology/Substance Abuse (A4538E)
 - Medical Assisting (A45400)
- Central Carolina Community College
 - Medical Sonography (A45440)
- Nash Community College
 - Fire Protection Technology (A55240)
- Sandhills Community College
 - Fire Protection Technology (A55240)
- Wilson Community College
 - Biotechnology (A20100)

Ms. Frazelle reviewed the item. All documents were in order.

The committee had no questions or concerns.

Curriculum Program Applications – New to the System (Attachment PROG 09) [CA]**

- Wake Technical Community College
 - Healthcare Simulation Technology (A45XXX)

Ms. Batts reviewed the item. The curriculum is designed to prepare individuals to teach, remediate, and evaluate healthcare providers using different forms of healthcare simulation equipment and developing scenarios.

Mr. Gooden asked if the lab in Catawba Valley CC is considered to not be self-sufficient as the lab is used by hospitals and other local institutions. Colleges may allow outside institutions to use the labs on the community college campus or the colleges may use simulation labs that are hosted at outside institutions.

Curriculum Standard Revisions (Attachment PROG 10) [CA]

- Asheville-Buncombe Technical Community College
 - Digital Media Technology (A25210)

Dr. Lahoud reviewed the item. All documents were in order.
The committee had no questions or concerns.

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Combined Course Library – Continuing Education (Attachment PROG 11) [CA]

- New Course Approvals, Modification, and Tier Designations
 - New Course Approval – NCCCS EMS Advisory Board and North Carolina Office of Emergency Medical Services
 - EMS Education & Admin Level II (EMS 4500)
 - New Course Approval – NCCCS EMS Advisory Board with Support from OEMS
 - Education & Admin Train-the-Trainer (EMS 4501)
 - Course Modification – Piedmont Community College
 - Phlebotomy (MLA 3022)

Mr. Humphrey reviewed this item. All documents were in order.

Mr. Gooden asked who provides the instructors in “Train-the-Trainer” courses. Colleges bring in individuals to train instructors to ensure that they know the curriculum that is to be disseminated to students.

Courses of Instruction – Captive/Co-Opted Groups (Attachment PROG 12) [CA]

- Johnston Community College – Johnston Correctional Institute
 - HRD-4100 HRD Working Smart
 - (HRD Working Smart)
- Wake Technical Community College – NC Correctional Institution for Women
 - COS-3201 Cosmetology
 - (Cosmetology)

Mr. Humphrey reviewed this item. Working Smart is offered to those who are to be released from correctional facilities to teach soft skills. This program has been a huge success in correctional facilities. All documents were in order.

The committee had no questions or concerns.

Mr. Gooden made a motion to approved Agenda Items 8-12, Mr. Irwin seconded and approved via voice vote.

NEW BUSINESS

ADJOURN

The meeting was adjourned at 2:27 pm via voice vote. Mr. Irwin made a motion, Mr. Holder seconded and approved via voice vote.

Recording Secretary
Alexandra Doles