

MINUTES
Programs Committee
State Board of Community Colleges
September 14, 2017

MEMBERS PRESENT:

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

Absent: Lt. Governor Dan Forest

SYSTEM OFFICE STAFF AND OTHERS:

Lisa Chapman	Renee Batts	Eric Naisbitt
Alexandra Doles	Hilmi Lahoud	(NC Legislature)
Wesley Beddard	Margaret Robertson	Geoff Coltrane
JW Kelley	Leslie Leake	(Governor's Office)
Amy Cooke	Shantè Martin	Darshan Divakaram &
Lisa Eads	Susan Barbita	Basil Yap
Nate Humphrey	Elizabeth Self	(NC Div of Aviation)
Jennifer Frazelle	David Johnson	
Frank Sculetta	(Johnston CC)	

WELCOME AND ETHICS STATEMENT: Dr. Powell called the meeting to order at 1:34 p.m. in the Dr. W. Dallas State Board Room in 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 September 14, 2017 agenda. Mr. Irwin 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. Powell requested a motion to approve the August 17, 2017 minutes. Dr. Willis made a motion to approve the minutes and Mr. Irwin seconded the motion. The minutes were unanimously approved by the committee.

FOR INFORMATION

Finance Committee Agenda Items

Specialized Course List for Public Safety Waivers (Attachment FC 02)

Dr. Chapman reviewed the item. This item includes a specialized list of approved courses for the Public Safety Waivers. There are no substantial changes this year beyond one technical change in the language.

The committee had no questions or concerns.

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Programs Committee Information Items

Curriculum Program Applications as Approved by the System President (Attachment PROG 01)

- Cleveland Community College
 - Early Childhood Preschool (Certificate) (C55860)
- Craven Community College
 - Industrial Systems Technology (A50240)

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

The committee had no questions or concerns.

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

- Beaufort County Community College
 - Construction Equipment Systems Technology (A60450)
- Central Piedmont Community College
 - Geospatial Technology (A40220)

Dr. Scuietti reviewed the items. All documents were in order.

The committee had no questions or concerns.

SBCC Code Report – September 2017 (Attachment PROG 03)

Ms. Leake reviewed the item.

The committee had no questions or concerns.

FOR FUTURE ACTION:

The State Board of Community Colleges and the Multiple Pathways to High School Equivalency Course Credit Approval (Attachment PROG 04)*

Dr. Cooke reviewed the item. North Carolina allows for students to take one of three high school equivalency assessments to gain their high school equivalency certificate but students can also enroll in adult high school courses. The Multiple Pathways course ensures students receive credit for competencies that are already earned. Adults must show mastery in five areas to earn this credential: language arts, mathematics, social studies, science, and technology. All areas except Technology have prior approval by the State Board of Community Colleges. Earning the Technology credit in the Multiple Pathways course is above and beyond what is required in the three high school equivalency assessments. There are four colleges that wish to pilot the Technology credit for Fall 2017.

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Mr. Holder asked why Multiple Pathways requires a course that is “above and beyond” what the other three organizations are asking for their equivalency assessments. The Multiple Pathways committee recognized the importance for students to have digital literacy and can master the technology that is vitally important as a workforce skill (internet skills, email, word processing, and basic computer skills).

Mr. Gooden asked if students need to take all five of the courses in the Multiple Pathways. Students would only need to take the courses that they are missing or lacking mastery to get their high school equivalency certificate.

Dr. Powell asked what grade students would need to receive credit. There is not a specific grade required for the high school equivalency certificate. Rather, students would need to receive credit either through an adult high school course or a high school equivalency assessment, which vary in their required scores.

Mr. Gooden asked if students will still need to take a placement test when they enroll in a community college to determine their courses. Under the current model, students would still need to take placement tests.

A request was made to suspend the rules to move this item from For Future Action to For Action. Mr. Gooden made the motion, Mr. Holder seconded and approved via voice vote.

A request was made to recommend approval by the full board. Mr. Gooden made the motion, Mr. Holder seconded the motion and approved via voice vote.

FY 2016-17 Annual Report to the Joint Legislative Education Oversight Committee on NCWorks Career Coach Program (Attachment PROG 05)*

Dr. Chapman reviewed the item. This report is to reflect the progress made and the impact of the placement of the Career Coaches. This report is not at the point in the cycle to see an increase in enrollment or specific pathways as this is the first year for Career Coaches to be placed at the colleges. The expectation is to see those results next year. The baseline data from FY 2016-2017 will be used as a comparison for years moving forward. Dr. Eads brought attention that with the current placement of 28 coaches at 14 colleges and \$1,000,000 in funding, more than 12,000 students have been counselled in FY 2016-2017. This report is due to the Joint Legislative Education Oversight Committee on October 1.

Dr. Willis stated that this program is showing that the community college approach is a viable education pathway. He asked if there was any feedback from high school guidance counselors concerning students being advised by Career Coaches. There has not been feedback but there is a need to ensure coaches are partnering with Career Technical Education faculty and Career Development

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coordinators at high schools. The goal is to career advise students so that they are on the correct pathways.

Mr. Irwin asked if there is a turnover on Career Coaches or is the current plan to have them remain for 2+ years. The only way for the partnerships to sustain Career Coaches without other funds is if they can renew to support funding.

A request was made to suspend the rules to move this item from For Future Action to For Action. Mr. Gooden made the motion, Mr. Irwin seconded the motion and approved via voice vote.

A request was made to recommend approval by the full board. Mr. Gooden made the motion, Mr. Irwin seconded the motion and approved via voice vote.

Initiation of the Rulemaking Process to Amend 1D SBCCC 300.4 – “Program Management” (Attachment PROG 06)*

Ms. Robertson reviewed the item. Some of the key changes in this item relate to the language in the Program Accountability Plan, language and outlining minimum standards on class visitations for FTE requirements, and updating policies and language on services to minors (particularly minors in high schools) to include a Career and College Promise Workforce Continuing Education pathway.

Mr. Gooden asked about the affect and impact of these changes on dual enrollment. Prior to this change, high school students could take Continuing Education courses as an individual but Continuing Education programs were not allowed to offer courses specifically for high school students under General Statute and State Board Code. The recent change in the General Statute allows the college to offer these courses under specific conditions specifically for high school students. Colleges are currently wishing to offer these courses in Spring 2018.

A request was made to suspend the rules to move this item from For Future Action to For Action. Mr. Stephens made the motion, Dr. Willis seconded the motion and approved via voice vote.

A request was made to recommend approval by the full board. Mr. Stephens made the motion, Dr. Willis seconded the motion and approved via voice vote.

Initiation of the Rulemaking Process to Amend 1G SBCCC 100.1 – “Definitions” (Attachment PROG 07)*

Ms. Frazelle reviewed the item. The amendment of 1G SBCCC 100.1 is needed to reflect the move of credit hour definitions to the proposed version of 1D SBCCC Subchapter 400 – “Curriculum” which is a more appropriate location.

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A request was made to suspend the rules to move this item from For Future Action to For Action. Dr. Willis made the motion, Mr. Holder seconded the motion and approved via voice vote.

A request was made to recommend approval by the full board. Dr. Willis made the motion, Mr. Holder seconded the motion and approved via voice vote.

Initiation of the Rulemaking Process to Amend 1B SBCCC 500.1 – “School Absence for National Guard Service” (Attachment PROG 08)*

Dr. Kelley reviewed the item. This item is currently a temporary rule and changes are being recommended for the permanent rule. A recommended change is to broaden the impact of services to include any member of the military, National Guard or Active Duty, and to align the excused absence rule to the current refund policy that allows for a full refund to anyone in military service who is called into Active Duty or deployed. Also, the temporary rule will expire on 21 January 2018.

Mr. Stephens asked if there were plans on how to spread this information to current and potential students who are on Active Duty and National Guard. One method would be to utilize the current communication plan with administrators and those who work with students who are military to disseminate the information. Another method could be to work with student and veteran organizations on campuses and with the NC Department of Military & Veteran Affairs.

A request was made to suspend the rules to move from For Future Action to For Action. Mr. Gooden made the motion, Mr. Irwin seconded the motion and approved via voice vote.

A request was made to recommend approval by the full board. Mr. Gooden made the motion, Mr. Irwin seconded the motion and approved via voice vote.

Initiation of the Rulemaking Process to Amend the Senior Citizen Audit Rules at 1D SBCCC 700.1 – “Audited Courses;” 1E SBCCC 100.1 – “Definitions;” and 1E SBCCC Subchapter 1000 – “Audited Courses” (Attachment PROG 09)*

Dr. Kelley reviewed the item. This item is a temporary rule and changes are being recommended for the permanent rule. Current General Statute states that senior citizens can take courses for audit and at no cost. Colleges are also not able to count those students towards FTE budget.

The recommended changes include a universal definition for “audit” that would apply to all students and a provision that sets a policy for colleges to limit what courses are available or not available for audit depending on the nature of the course and program (ex. nursing courses).

A request was made to suspend the rules to move from For Future Action to For Action. Dr. Willis made the motion, Mr. Holder seconded the motion and approved via voice vote.

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A request was made to recommend approval by the full board. Dr. Willis made the motion, Mr. Holder seconded the motion and approved via voice vote.

FOR ACTION:

Initiation of the Rulemaking Process to Amend 1D SBCCC Subchapter 400 – “Curriculum” (Attachment PROG 10)**

Ms. Frazelle reviewed the item. This item came before the committee in the prior month. The amendment is needed to update State Board Code to include degrees and policies that were previously approved by the State Board, to move portions into more appropriate State Board Code sections, and to make the State Board Code more user-friendly.

The committee had no questions or concerns.

Mr. Gooden made a motion to approve this item, Dr. Willis seconded and approved via voice vote.

Military-Credit for Prior Learning Policy (Attachment PROG 11)**

Ms. Barbita reviewed the item. This item came before the committee in the prior month. This policy is part of an on-going effort that will award curriculum credit for prior military experience with the goal of creating consistency among the 58 community colleges in awarding these credits. The UNCGA is the lead for the next step of the project in automating this process.

Dr. Powell asked if all of the UNC locations have signed on to the Military-Credit for Prior Learning policy. UNCGA has agreed to participate and they are working to have all of their universities join.

Mr. Stephens wanted clarification on whether the UNC Board of Governors has approved this plan as, per the Legislative requirements, this policy states that the UNC Board of Governors’ approval is needed for implementation. The UNCGA counterpart, Chuck Gross, is on the agenda to present this policy to the UNC Board of Governors in the coming month.

Mr. Stephens made a motion to approve this item, Mr. Holder seconded and approved via voice vote.

Programs Committee Charter (Attachment PROG 12)**

Dr. Chapman reviewed the item.

The committee had no questions or concerns.

Mr. Holder made a motion to approve this item, Dr. Willis seconded and approved via voice vote.

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Curriculum Program Applications – New to the System (Attachment PROG 13) [CA]**

- Fayetteville Technical Community College
 - Ophthalmic Surgical Assistant (Certificate) (C45XXX)
 - Tiered Funding Designation

Ms. Batts reviewed the item. This item came before the committee in the prior month. This curriculum is meant to address workforce needs for currently employed ophthalmic assistants to gain a stackable credential and a specific skill set as an ophthalmic surgical assistant. There are currently only 639 certified ophthalmic surgical assistants nationwide.

Mr. Gooden asked if this program will earn FTE. Colleges will earn FTEs with the courses offered as part of the program. The proposed tiered funding designation is Tier 1B, therefore, the colleges would be earning FTE funding designated for the higher cost of health care.

Dr. Willis asked if it can be expected for this program to be offered at other colleges. Yes, in the future other colleges may apply to offer this program.

Curriculum Program Applications – Fast Track for Action (Attachment PROG 14) [CA]

- Brunswick Community College
 - Criminal Justice Technology (A55180)

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

The committee had no questions or concerns.

Combined Course Library – Continuing Education (Attachment PROG 15) [CA]

- New Course Approvals, Modification, and Tier Designations
 - New Course Approval – NCCCS System Office/NCDOT Division of Aviation
 - Small Unmanned Aircraft Systems (UAS-3111)
 - New Course Approval – NC Landscape Contractors' Licensing Board
 - NC Landscape Contractor Exam Review (HOR-3300)

Mr. Humphrey reviewed this item. The Small Unmanned Aircraft Systems (UAS-3111) course is designed to prepare individuals for the NC DOT UAS permit and the FAA Part 107 Remote Pilot certification. The NC Landscape Contractor Exam Review (HOR-3300) course to prepare individuals to pass the NC Landscape Contractor Licensing Board certifications. All documents were in order.

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Mr. Holder asked if there were jobs in the Unmanned Aircraft industry. This is an emerging industry that impacts many different workforce areas and is currently in high demand.

Courses of Instruction – Captive/Co-Opted Groups (Attachment PROG 16) [CA]

- Asheville-Buncombe Technical Community College – Black Mountain Substance Abuse Treatment Center for Women
 - HOS-3041 Quantity Food Service
 - (Quantity Food Service)
- Catawba Valley Community College – Alexander Correctional Institution
 - HRD-4100 HRD Working Smart
 - (HRD Working Smart)

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

The committee had no questions or concerns.

Mr. Irwin made a motion to approved Agenda Items 13-16, Mr. Gooden seconded and approved via voice vote.

NEW BUSINESS

ADJOURN

The meeting was adjourned at 2:58 pm via voice vote. Mr. Stephens made a motion, Dr. Willis seconded and approved via voice vote.

Recording Secretary
Alexandra Doles