

MINUTES
Programs Committee
State Board of Community Colleges
November 17, 2016

MEMBERS PRESENT:

Dr. Sam Powell, chair	Mr. Bill McBrayer	Mr. Scott Shook
Dr. Candler Willis, vice chair	Ms. Kirsten Stovall	

Absent: Dr. Breeden Blackwell

SYSTEM OFFICE STAFF AND OTHERS:

Dr. Lisa Chapman	Dr. Trudie Hughes	Ms. Margaret Robertson
Ms. Renee Batts	Mr. Nate Humphrey	Dr. Frank Sculetta
Mr. Wesley Beddard	Dr. J.W. Kelley	Dr. Bob Witchger
Dr. Lisa Eads	Ms. Sondra Jarvis	Ms. Julie Woodson (NCACCT)
Ms. Jennifer Frazelle	Dr. Hilmi Lahoud	

WELCOME AND ETHICS STATEMENT: Dr. Powell called the meeting to order at 1:30 p.m. in the J. Gregory Poole Conference Room in the Caswell Building. Roll was taken and there was a quorum. Dr. Powell read the 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 November 17, 2016 agenda. Mr. McBrayer made a motion to approve the agenda and Dr. Willis seconded the motion. The agenda was unanimously approved by the committee.

APPROVAL OF THE MINUTES: Dr. Powell requested a motion to approve the October 20, 2016 minutes. Mr. McBrayer asked to correct the minutes to reflect that he had attended via phone, not in person at the October 20, 2016 meeting. Dr. Willis made a motion to approve the minutes with the correction and Mr. McBrayer seconded the motion. It was unanimously approved by the committee.

FOR INFORMATION

Finance Committee Agenda Items

Allocation for Integrated English Literacy and Civics Education Planning Grants (Attachment FC 11) [CA]
Service Agreement for Adult Basic Skills Professional Development (Attachment FC 12) [CA]

The committee had no questions or concerns.

Programs Committee Information Items

North Carolina Community College System Annual Curriculum Program Approval/Termination Report to the General Assembly (Attachment PROG 1)

Dr. Chapman stated the data in this report is subject to the approval of items on the agenda.

Ms. Jennifer Frazelle reviewed the highlights of the report. Programs have been added or terminated based on requests from the colleges. This represents maintenance of programs over the past year terminated or added and approved by the Programs Committee and the State Board. This report will be provided to the General Assembly in January. Chairman Shook asked if there were specific areas seeing a trend in terminations. Ms. Frazelle said there are a few areas, but much of the training is being absorbed under other programs.

Curriculum Program Application as Approved by the System President (Attachment PROG 1)

- Sampson Community College
 - Lateral Entry (Certificate) (C55430)

Dr. Lisa Eads said that even though many areas are seeing a decline in Lateral Entry, Sampson CC and surrounding areas are seeing more of a need for this program.

Curriculum Program Applications for Health Science: Therapeutic Diagnostic Services as Approved by the System President (Attachment PROG 3)

- Montgomery Community College
 - Nurse Aide (Diploma) (D45970)
 - Phlebotomy (Diploma) (D45950)
- Nash Community College
 - Nurse Aide (Diploma) (D45970)
- Sampson Community College
 - Emergency Medical Science (Diploma) (D45910)
 - Medical Assisting (Diploma) (D45920)
 - Nurse Aide (Diploma) (D45970)

Ms. Renee Batts reviewed the programs that were approved by the president.

Curriculum Program Termination as Approved by the System President (Attachment PROG 4)

- Davidson Community College
 - Digital Media Technology (A25210)
 - Entrepreneurship (A25490)
 - Sustainability Technologies (A40370)

Dr. Chapman reiterated that programming is being absorbed into other areas of programming. In addition, she stated that the college supports a program teach out for any existing students.

Mr. McBryer asked if the curriculum standard code is across all 58. Dr. Chapman affirmed that.

FOR ACTION:

Items for the Consent Agenda [CA]

Curriculum Program Application (Fast Track for Action) (Attachment PROG 5) [CA]

- Alamance Community College
 - Histotechnology (A45370)
- Asheville Buncombe Technical Community College
 - Nurse Aide (Certificate) (C45840)

Dr. Chapman reviewed the standards to be considered for “Fast Track for Action” and the two programs to be approved. Ms. Batts said there are currently two colleges approved to offer Histotechnology, so this will only be the third college to offer. Alamance CC already has a robust health technology program and works closely with its industry partner, LabCorp. LabCorp is donating equipment and allowing training to occur at their facility.

The Nurse Aid program supports a CCP pathway request by local high schools. This would free up seats that are currently taken by Nursing students.

A motion was made by Dr. Willis, seconded by McBrayer, and approved via voice vote.

Curriculum Standard Revision (Attachment PROG 6) [CA]

- Catawba Valley Community College
 - Respiratory Therapy (A45720)

Dr. Chapman shared that Catawba Valley CC requested this change. All other colleges who offer the program will have to also make the change. Ms. Batts shared that all of the colleges worked together on this and CVCC is requesting for the group. Ms. Batts reviewed the changes to the standard.

A motion was made by McBrayer, seconded by Dr. Willis, and approved via voice vote.

Captive/Co-Opted Groups (Attachment PROG 7) [CA]

- Cape Fear Community College – New Hanover Correctional Institution
 - PLU-3024 – Plumbing
- Gaston Community College – Gaston Correctional Center
 - HRD – 3005 – HRD Technology Awareness

Nate Humphrey reviewed the information.

A motion was made by Dr. Willis, seconded by McBrayer, and approved via voice vote.

Combined Course Library – Continuing Education (Attachment PROG 8) [CA]

- New Course Approvals, Modification, and Tier Designations

Dr. Chapman said there are two components to this request.

- New course to be added based on work force needs.
- Modification in the Public Services area.

Ms. Margaret Robertson reviewed the needs that these changes will address. The modification is being made in response to a change to the Fire Marshalls training curriculum. Since the request is by the certifying agency, all the colleges need to make this change. This would affect the majority of the colleges.

A motion was made by McBrayer, seconded by Dr. Willis, and approved via voice vote.

Items for the Approval by the Full Board

The State Board of Community Colleges and the Multiple Pathways to High School Equivalency Course Credit Approval (PROG 9)

Dr. Chapman said that in 2014 there was an Ad Hoc committee led by President Johnson from Johnston CC to review the changes to Adult High School and GED®. As a next step, the board will approve courses that will be standardized and offered across the state. Discussed the time involved in completing the Adult High School. Dr. Chapman said this will help because they don't have to repeat that for which they already have credit.

A motion was made by Dr. Willis, seconded by McBrayer, and approved via voice vote.

OTHER BUSINESS

Dr. Chapman introduced the Programs Committee to Dr. J.W. Kelley, Associate Vice President - Student Services

ADJOURN

The meeting was adjourned at 2:18 p.m. on a motion by Mr. McBrayer, seconded by Dr. Willis.

Respectfully submitted,
Sondra Jarvis
Recording Secretary