

## MINUTES

### **PROGRAMS COMMITTEE September 15, 2016 – 1:30 p.m.**

#### **MEMBERS PRESENT:**

Dr. Sam Powell, chair  
Dr. Candler Willis, vice chair

Dr. Breeden Blackwell  
Mr. Bill McBrayer

Ms. Kirsten Stovall

#### **SYSTEM OFFICE STAFF AND OTHERS:**

Dr. Lisa Chapman  
Ms. Renee Batts  
Ms. Jennifer Frazelle  
Mr. Nate Humphrey  
Dr. Hilmi Lahoud

Ms. Margaret Robertson  
Ms. Gilda Rubio-Festa  
Dr. Frank Sculetta  
Dr. Bob Witchger  
Ms. Shante Martin

Ms. Linda Suggs, Gates  
Foundation  
Mr. Eric Naisbitt, Sen.  
Barefoot's office

#### **CALL TO ORDER**

Dr. Powell called the meeting to order at 1:30 p.m.

#### **ROLL CALL**

Dr. Powell took the roll of the Programs Committee members. Quorum was present.

#### **ETHICS AWARENESS AND CONFLICT OF INTEREST**

Dr. Powell read the required ethics statement. There were no conflicts of interest.

#### **AGENDA**

Dr. Powell asked for a motion to approve the agenda for the meeting as presented. Dr. Blackwell moved, seconded by Dr. Willis.

#### **MINUTES**

Dr. Powell asked for a motion to approve the minutes of the July 14 2016, meeting as presented. Dr. Blackwell moved, seconded by Mr. McBrayer.

#### **FOR INFORMATION**

##### **Finance Committee Agenda Items**

- Allocations for Integrated English Literacy and Civics Education Programs (Attachment FC 4) [CA]
- State Board Reserve Funding for the Implementation of the Future of Community College Nursing Education Recommendations (Attachment FC 7)
- RN to BSN Competency-Based Education (Attachment FC 9)

Dr. Chapman, Ms. Rubio-Festa, and Ms. Batts provided brief overviews of the items. The committee had no questions or concerns.

### Programs Committee Information Items

- Career-and-College Promise Operating Procedures Update 2016 Pre-ACT College Readiness Benchmarks (Attachment PROG 1)

Dr. Chapman reviewed the Pre-ACT College Readiness Benchmarks released in this update by ACT.

- Curriculum Program Terminations as Approved by the System President (Attachment PROG 2)

Dr. Chapman presented the following curriculum program termination approvals:

- Asheville-Buncombe Technical Community College
  - Healthcare Business Informatics (A25510)
- Vance-Granville Community College
  - Sustainability Technologies (A40370)
- Curriculum Standard Revisions as Approved by the Senior Vice President/Chief Academic Officer (Attachment PROG 3)

Ms. Frazelle, Ms. Batts, and Dr. Chapman reviewed the curriculum standards that were revised to reflect courses that were archived by the Curriculum Review Committee (CRC).

### **FOR FUTURE ACTION:**

- Curriculum Program Application (New to System) (Attachment PROG 4) [CA]
  - Pitt Community College
    - Advanced Medical Coding (Certificate) (C45xxx)
    - Tiered Funding Recommendation – Advanced Medical Coding
    - Exceed Hour Request – Advanced Medical Coding

The above items were presented by Ms. Batts.

### **FOR ACTION:**

#### **Items for the Consent Agenda [CA]**

- \*Annual Report to the Joint Legislative Education Oversight Committee on NC Works Career Coach Program (Attachment PROG 5) [CA]

Dr. Chapman reported that 14 of 28 programs received funding for the 2-year funding cycle. On a motion made by Dr. Blackwell, seconded by Mr. McBrayer, the item was approved for action and removed from the Consent Agenda and forwarded to the full State Board for discussion and approval at the September 18, 2016, meeting.

- \*Special Program Application Process Modification (Attachment PROG 6) [CA]

Dr. Chapman and Ms. Frazelle provided rationale for modifying the special application process to allow colleges to respond more quickly to industry need within their service area.

- Curriculum Program Application (Fast Track for Action) (Attachment PROG 7) [CA]
  - Nash Community College
    - Nurse Aide (Certificate) (C45840)

The above item were presented by Ms. Frazelle.

- Curriculum Standard Revision (Attachment PROG 8) [CA]
  - Central Piedmont Community College
    - Hospitality Management (A25110)

Dr. Chapman and Ms. Frazelle presented information on this revision request.

- Combined Course Library – Continuing Education (Attachment PROG 9) [CA]
  - New Course Approvals, Modification, and Tier Designations

Dr. Chapman discussed the requested course approval.

Agenda items 6-9 were discussed individually and grouped together for one motion. On a motion made by Dr. Willis, seconded by Mr. McBrayer, these agenda items were approved for placement on the full board "Consent Agenda" for action at their September 16, 2016 meeting.

*\*Reviewed in previous month*

**OTHER BUSINESS**

Dr. Powell noted that Ms. Bowers is retiring October 1, 2016, and on behalf of the Programs Committee, thanked her for her service.

**ADJOURN**

The meeting was adjourned at 2:54 p.m. on a motion by Dr. Blackwell, seconded by Mr. McBrayer.

Respectfully submitted,  
Carol Bowers  
Recording Secretary