



Board of Postsecondary Education Credentials

**2018 Report to the
Joint Legislative Education Oversight Committee**

Lieutenant Governor Dan Forest, Chair

Introduction

Section 9.11 of Session Law 2017-57 established the Board of Postsecondary Education Credentials, to be chaired by the Lieutenant Governor. The Board is located in the Community College System but is independent of the System. The Board is comprised of the following members:

- (1) The Lieutenant Governor;
- (2) The President of The University of North Carolina;
- (3) The President of the North Carolina Community College System;
- (4) The Superintendent of Public Instruction;
- (5) The Commissioner of Labor;
- (6) The Secretary of Commerce;
- (7) The President of North Carolina Independent Colleges and Universities;
- (8) The Executive Director of the Office of Proprietary Schools;
- (9) The President of the North Carolina Hospital Association; and
- (10) The Executive Director of the North Carolina State Education Assistance Authority.

Each member is allowed a designee in accordance with the enabling legislation. The General Assembly provided that the Board's purpose is to

review and make recommendations for the development of a statewide system of postsecondary education that links industry, corporations, and businesses in this State with educators, government, and community organizations to identify workforce skills and training needs and to ensure that appropriate courses of study and vocational training are available to North Carolinians, including those preparing to pursue postsecondary education, entering the workforce, or seeking to update skills and training for purposes of retaining employment and advancing in the workforce.

In addition, the Board shall identify alternative ways in which people gain valuable workforce skills and experience, such as on-the-job training, that are not represented by four-year or two-year degrees and the types of credentials used to signify competence of a certain level upon successful completion of the alternative training

experience. The Board shall review and make recommendations on those criteria to be used to determine the value of a nondegree credential, the competencies that it represents, and how it should be compared and valued with regard to other types of postsecondary credentials (G.S. 115D-100 (c)).

The legislation also provided duties for the Board to complete toward meeting its purpose.

Finally, the enabling legislation provided that the Board of Postsecondary Education Credentials (PSEC) shall submit an annual report to the Joint Legislative Education Oversight Committee. Pursuant to this statutory mandate, the PSEC submits this report outlining goals and updates on its progress.

Mission of the Board of Postsecondary Education Credentials

The mission of the PSEC is to make quality legislative recommendations to assist equipping students with postsecondary education credentials needed to thrive in today's and tomorrow's workforce.

Goals of the Board of Postsecondary Education Credentials

The Board of Postsecondary Education Credentials is working toward the following goals:

1. Evaluate current credentials offered by traditional four-year colleges and universities, two-year community colleges, and industry regionally and nationally;
2. determine through careful study credentials currently obtained by students versus the needed credentials from industry regionally and nationally;
3. monitor and collect data on the postsecondary education credentials of students in the state;
4. explore traditional and non-traditional postsecondary educational offerings;
5. collaborate with higher educational institutions and industry to determine needed postsecondary credentials and develop articulation and reciprocal agreements for students;

6. develop a comprehensive plan to more effectively prepare students for postsecondary education and life after postsecondary education;
7. work with industry to determine which credentials are needed for the 21st century workplace; and
8. make recommendations to the General Assembly regarding curriculum requirements and develop a comprehensive plan to prepare students for postsecondary education.

Progress and Activities of the Board

In October of 2017, the PSEC's initial meeting was held to adopt bylaws, to set an agenda for the Board, and to hear from Representative Hugh Blackwell regarding his expectations for the Board's work and the impetus behind creating the Board. During the December 2017 meeting of the PSEC, the Board went into further discussions on the direction of the Board and additionally discussed the RFP process for the hiring of consultants to assist the Board in carrying out its duties. The enabling legislation appropriated \$350,000 to the PSEC for the carrying out of its duties and the hiring of consultants. The RFP process, while tedious, is underway and the Board hopes to have consultants in place soon to gather the necessary data for the Board to make recommendations to the General Assembly in the required 2019 report.

The PSEC intended to meet in February of 2018, but was unable to do so because of electrical issues in the Community College Systems Office, where the PSEC is housed.

The bylaws of the PSEC and the minutes of the meetings are attached to this report.

Approved: _____

Bylaws

North Carolina Board of Postsecondary Education Credentials

I. Purpose of Board; Bylaws

- a. *Purpose of Board of Postsecondary Education Credentials (hereinafter "the Board")*. Pursuant to N.C. Gen. Stat. § 115D-100(c), "the purpose of the Board is to review and make recommendations for the development of a statewide system of postsecondary education that links industry, corporations, and businesses in this State with educators, government, and community organizations to identify workforce skills and training needs and to ensure that appropriate courses of study and vocational training are available to North Carolinians, including those preparing to pursue postsecondary education, entering the workforce, or seeking to update skills and training for purposes of retaining employment and advancing in the workforce. In addition, the Board shall identify alternative ways in which people gain valuable workforce skills and experience, such as on-the-job training, that are not represented by four-year or two-year degrees and the types of credentials used to signify competence of a certain level upon successful completion of the alternative training experience. The Board shall review and make recommendations on those criteria to be used to determine the value of a nondegree credential, the competencies that it represents, and how it should be compared and valued with regard to other types of postsecondary credentials.
- b. *Purpose of Bylaws*. The Board adopts these bylaws to assist in managing the work of the Board to accomplish its statutory purposes.

II. Powers, Authority, Duties, and Responsibilities of the Board

- a. *Powers and Authority; Duties*. The Board has the powers and the authority granted to it by the General Assembly, and the duties assigned to it pursuant to N.C. Gen. Stat. § 115D-100.

III. Membership of the Board

- a. *Statutory Membership*. There are ten members of the Board as listed in N.C. Gen. Stat. § 115D-100(c).
- b. *Chair*. Pursuant to N.C. Gen. Stat. § 115D-100(e) the Lieutenant Governor shall serve as Chair of the Board.
- c. *Assignment of the Chair's Duties*. In the event the Chair is absent or otherwise unable to fulfill the Chair's duties, the Chair shall assign the duties of the Chair to another member of the Board under such limitations as to time and duties as the Chair, in his discretion, deems appropriate.

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- d. *Advisory Members.* The Chair may select advisory, non-voting members to serve in an advisory role to the Board and to the Board's committees.

IV. Committees

- a. *Creation of Committees; Membership of Committees.* The chair shall have the authority to create and terminate committees, appoint members to such committees, name chairs of such committees, and assign tasks to such committees to further the purposes of the Board.
- b. *Advisory Members.* Committees may be appointed advisory, non-voting members by the Chair. Additionally, committees may also select advisory, non-voting members to assist the committee in its tasks.
- c. *Meetings of Committees.* Committees shall meet regularly to accomplish their tasks. The chair of each committee shall ensure that proper notice of all meeting dates, times, and places is given pursuant to North Carolina's Open Meetings Law.

V. Meetings

- a. *Open Meetings.* The meetings of the Board and its committees will be open to the public unless the Board or its committees enter into a closed session as allowed by law.
- b. *Quorum.* A majority of the voting members of the Board constitutes the quorum required to do business. A majority of the voting members of a committee constitutes the quorum required to do business.
- c. *Time, Date, and Place of Meetings.* The times, dates, and places of the regular meetings of the Board shall be as established by the Chair, and forwarded to the Secretary of State pursuant to North Carolina's Open Meetings Law. In the event it is necessary to call a special or emergency meeting of the Board, the Chair shall notify all members and the public, if required, within the times required by law.
- d. *Agenda.* The agenda for each meeting shall be set by the Chair and distributed to the membership of the Board prior to each meeting. A member desiring to have an item considered for placement on the agenda may do so by informing the Chair no later than two weeks prior to the scheduled meeting date.

VI. Records

- a. *Public Records.* Records, as defined by North Carolina's public records law, relating to official business and the carrying on of the official business of the Board and its committees are public record unless excepted by statute or other law. Meeting summaries and meeting minutes of the Board and its committees shall be made under the direction of the chair, and should be supplemented by electronic recordings when possible. Meeting summaries, minutes, and other records of the Board and any of its committees shall be maintained under by the Community Colleges System Office. This documentation

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shall be maintained according to the retention schedule approved by the Division of Archives and History.

VII. Parliamentary Procedure; Actions Not Governed by Bylaws or Statute

- a. *Roberts Rules of Order.* The rules contained in Roberts Rules of Order shall govern the Board and committees in all meetings, where applicable and not inconsistent with these procedures and any special rules of order the Board may adopt, or with any statutes applicable to the Board.
- b. *Voting by Chairs.* The Chair of the Board may vote on all matters coming before the Board. The chairs of the respective committees may vote on all matters before the committee.
- c. *Tie Votes.* In the case of a tie vote, the motion fails.
- d. *Actions Not Governed by Bylaws or Statute.* In the event an action or issue is not governed by these bylaws, by statute, or by Roberts Rules of Order, the Board or committee may set a procedure by a majority vote.

VIII. Amendment of Bylaws; Effective Date; Suspension of Rules

- a. *Amendment of Bylaws.* These bylaws may be amended by a majority vote of the Board then present at any regular or special meeting of the Board. However, any such change to the Bylaws shall not go into effect until the next scheduled meeting of the Board.
- b. *Suspension of Rules.* Any provision of these rules (except those governed by statutory provisions) may be suspended at any regular meeting of the Board, for that meeting, by a vote of two-thirds of the membership of the Board then present.
- c. *Effective Date.* These bylaws are effective when adopted by a majority vote of the Board.



North Carolina Board of
Postsecondary Education Credentials

MINUTES

Board of Postsecondary Education Credentials

Boardroom of the Community College System

October 10, 2017

2:00 p.m.

In attendance:

Chairman Dan Forest- Lieutenant Governor

Mark Johnson- Superintendent of Public Instruction

Junius Gonzales- UNC System

Scott Corl- Executive Director Office of Proprietary Schools

Mary Shuping- Director of Government Relations NC Community College System

Hope Williams- President of North Carolina Independent Colleges and Universities

Elizabeth McDuffie- Executive Director of the North Carolina State Education Assistance Authority

Will Miller- Department of Commerce

At 2:00 p.m. the meeting was called to order by Lieutenant Governor Dan Forest, who explained the purpose of the meeting and at 2:02 p.m. each member introduced themselves to the Board.

The Board heard a presentation from Representative Hugh Blackwell of the North Carolina House of Representatives. The presentation began at 2:05 p.m. Rep. Blackwell discussed the Lumina Study, which found that by 2025 60% of the workforce would need a postsecondary credential to find gainful employment. He discussed the multiple ways to receive postsecondary credentials, and asked the Board to consider which credentials were needed and valuable. He also encouraged the Board to set realistic goals and to find out what needed to be changed in North Carolina to ensure the workforce had the needed credentials. The plan the Board presents need to be flexible, help provide future stability, help students adapt, and recognize that the baseline is continuously disrupted. He explained the different types of students: traditional- student to college, 1st generation, adult, independent. He also discussed



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nine emerging needs: reskilling, mentoring, continuous and real-time feedback, criticism, credentials, experiences, personalized instruction, spaces, tools, and templates, and differentiation. He finally discussed the Nashville Academies and Complete College America.

At 2:45 p.m., Steven Walker, General Counsel & Policy Director to Lieutenant Governor Dan Forest explained the proposed bylaws. There were no questions on the bylaws and they were approved unanimously upon the motion by Lieutenant Governor Forest and the second of Hope Williams.

The Board discussed setting a schedule for the year, and all agreed that would be preferred.

The Board also discussed the work flow of the Board, and upon the motion of the Lieutenant Governor and second by Elizabeth McDuffie, the Board decided to issue an RFP for consultants.

After a brief discussion on goals and longitudinal data, the Board adjourned by unanimous consent on the motion of Hope Williams at 3:02 p.m.



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Board of Postsecondary Education Credentials
December 5, 2017
10:00 a.m.

In attendance:

Lieutenant Governor Dan Forest
Lindsey Wakely, Superintendent's designee
Christine Ryan, Department of Labor
Steven Walker, Lt. Governor's Office
Maureen Little, Community College System
designee

Elizabeth McDuffie, CFNC
Scott Corl, Executive Director of Proprietary
Schools
Dr. Hope Williams, NCICU
Jennifer Haygood, Community College System
Danielle Albert, Lt. Governor's Office

Call to Order

Lieutenant Governor Dan Forest called the meeting to order at 10:00 a.m. and welcomed those in attendance.

Discuss and Approve Overview of RFP

Lt. Governor Forest indicated that Steven Walker, General Counsel and Policy Director to the Lt. Governor, will be presenting on the Request for Proposal, or RFP.

Mr. Walker indicated that the Board needed to seek out a vendor through an RFP to handle the administrative work of the Board including data collection, reporting, and presenting findings.

Mr. Walker also spoke to the two required reports the committee must give to the legislature. The first is due in March 2018 and the second is due in March 2019. The March 2018 report should focus on goals the Board hopes to achieve before it is dissolved. The March 2019 should reflect progress towards the goals set by the Board and recommendations to the legislature regarding postsecondary education credentials.

Ms. Little gave several suggestions for the 2018 report. She said the committee should reference the duties contained in the legislation and incorporate them into the Board's overview. Additionally, she

suggested that the scheduled 2018 meetings should be listed in the RFP so that vendors are aware of the dates.

Dr. Williams believes the description should detail what the credentials mean rather than spelling out what an entire statewide system looks like.

Mr. Walker said that if there is no objection, the Board will place the suggestions in the RFP. Mr. Walker also asked who would write and evaluate the RFP.

Lt. Governor Forest opened the RFP drafting and reviewing to all Board members, asking who would like to be involved in this process.

Ms. Ryan and Mr. Corl volunteered to assist. Dr. Williams suggested that she may have someone be involved with the RFP.

Lt. Governor Forest said that, with the help of the individuals who volunteered, he hopes the Board can get the RFP out in the coming weeks.

Mr. Walker believes that the Board can close on the bids in early January and begin work in February.

Jennifer Haygood arrives to sit in briefly on the meeting.

Lt. Governor Forest asked if the RFP overview needs to be voted upon. Mr. Walker indicated that the RFP does need to be voted upon, as well as the money committed to the project. Mr. Walker suggested that this all be approved in one vote and that the Board set a maximum amount that will be paid to the vendor since the allocation in the budget is \$350,000.

Lt. Governor Forest asked if Ms. Haygood had any recommendations.

Ms. Haygood suggested that the Board not make any hard decisions on that yet. The RFP would be for the time we award it through June 2019. Haygood said that without knowing what people might charge for these services, it is hard to say exactly what the Board should do. We should probably leave about \$100,000 of the appropriation for other expenses.

Lt. Governor Forest urged the board to place a maximum of \$250,000 on the RFP and approve the language and other recommendations.

Ms. Haygood suggested the Board make a motion to set the maximum on the RFP at \$250,000 and to approve the suggested RFP language and that if P&C makes any recommendations we can have the ability to adjust the budget. Let's take P&C's comments into account.

Dr. Williams made the motion as suggested by Ms. Haygood and Ms. Ryan seconded. The Board unanimously approved the motion.

Lumina Study and Discussion

Mr. Walker presented the NC portion of the Lumina study and provided a document to the Board of the states that NC competes with along with various other nation trends.

Ms. Haygood added that the study needed some context for those not familiar with certificate because the bureau does not have a category to capture this data. The credentials are industry credentials; they are not being conferred by colleges, rather they are being conferred by third parties. This is a national problem, not just NC.

Lt. Governor Forest invited Matt Meyer of the Community College Systems Office to present on these trends.

Mr. Meyer added that there is a lot going on nationally. This is tied into Lumina. Mr. Meyer urged a MOU with commerce to obtain our data to ease challenges with data collection. Mr. Meyer also noted the disconnect between what industry wants and what the state is providing -- industry needs employability skills and experience. Currently, credentials are pretty far down the list and that needs to be addressed.

Dr. Williams informed the Board that more students are asking for these certifications and she noted the challenges in recording these requests. Data collection is a major difficulty.

Lt. Governor Forest asked Mr. Meyer if there was an organization responsible for handling data on credentialing.

Mr. Meyer responded saying Credential Engine is involved with data collection. Their focus is jumping the gap between all the certifications and where to get them. Credential Engine is also working on a common data dictionary.

Mr. Corl noted that in preparing for the meeting, he came across a study backed by Lumina and a national database of credentials trying to create it. He suggested the Board should review.

Final Thoughts

Ms. Wakely informed the Board that Superintendent Johnson is in Forsyth County today.

Dr. Williams discussed that most hospitals require completion of a RN and BSN Program. Dr. Williams and NCICU are working on an agreement to enhance that pipeline of students to hospitals. Additionally, Dr. Williams is seeing a lot of growth in cyber-security programs.

Ms. Haygood commented that the system is going through a strategic planning process to improve the education pipeline, enhancing credentialing, and build partnerships. Additionally, the system's Articulation Agreement was strengthened in 2014, enabling community college credits to transfer with ease towards four-year degrees. President Haygood wants to ensure that schools are aware of these articulation agreements.



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Lt. Governor Forest encouraged Board members to share best practices and information so that everyone is informed about the offerings and programs available to NC students

Ms. McDuffie informed the Board that CFNC is undergoing a review of its website to better serve students. Additionally, applications for the Teaching Fellows Program opened yesterday. It is serving STEM fields and these computer science students could be a key piece.

Ms. Ryan brought greetings from the Department of Labor and urged the Board to work towards building a more educated workforce.

Adjournment

Lt. Governor Forest made a motion to adjourn. The motion was seconded by Ms. Haygood and unanimously approved.