

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

MINUTES OF BOARD OF TRUSTEES

November 16, 2009

Held in the Board Room of the Tony Rand Student Center at 12:45 p.m.

Members Attending

Mr. Charles J. Harrell, Mr. J. Gary Ciccone, Mrs. Esther R. Thompson, Dr. Mike W. Choe, Ms. Lula G. Crenshaw, Mr. Ronald C. Crosby, Jr., Dr. Dallas M. Freeman, Mr. Charles E. Koonce, Mr. David McCune, Mrs. Susie S. Pugh, and Mr. William S. Wellons, Jr.

FTCC Personnel Present

President J. Larry Keen, Vice President for Academic and Student Services Barbara Tansey, Vice President for Business and Finance Betty Smith, Vice President for Legal Services and Risk Management David Sullivan, Vice President for Administrative Services Joe Levister, Vice President for Learning Technologies Bob Ervin, Vice President for Human Resources Audrey Berry, Vice President for Institutional Advancement Brent Michaels, Director of Institutional Effectiveness and Assessment Carl Mitchell, and Administrative Assistant to the President Betty Shackelford.

Members Absent

Mrs. Sheryl J. Lewis and SGA President James Tolson

Call to Order

The meeting was called to order by Board Chair Charles J. Harrell.

Recognition of Guests

Mr. Harrell recognized all guests and welcomed them to the meeting. Guests: Director of Media Services Joe Alley, Institutional Effectiveness and Assessment employees Monika Morris and Sonja Sawyer.

Ethics Awareness and Conflict of Interest Statement

Mr. Harrell read the Ethics Awareness and Conflict of Interest Reminder. No conflicts of interest were identified.

October 19, 2009 Meeting

On a motion by Mr. Koonce and seconded by Mr. McCune, the minutes of the October 19, 2009 meeting were unanimously approved.

FOCUS – 2009 Job Placement Report: Presenter - Mr. Carl Mitchell, Director of Institutional Effectiveness and Assessment. Mr. Mitchell reported that the job placement rate for 2009 was 78%. He reported that 736 of the 1020 degree/diploma/certificate graduates were available for employment and 569 found employment within three months of graduation. The average salary was \$31,092. (See Attachment A)

Board Chair Charles Harrell recommended that future reports include a statistical analysis of job placement rates for colleges similar in size to FTCC for enhanced comparison purposes. The Director of IEA agreed to include that analysis in the future.

COMMITTEE REPORTS

Curriculum Committee

Approval of New Program, Manicuring/Nail Technology Certificate (C55400) to Begin Fall Semester 2010. Students enrolled in Cosmetology receive basic training in nail technology. The Manicuring/Nail Technology certificate will enhance their skills to be more successful in the job market. Graduates of the certificate may apply for licensure by the State Board of Cosmetic Arts as a Nail Technician.

On the recommendation of the Curriculum Committee, Mrs. Pugh moved to approve the new program, Manicuring/Nail Technology Certificate (C55400) to begin Fall Semester 2010. The motion was unanimously approved by the Board.

Approval of Revision to Student Handbook and Academic Procedures Manual III-6 Student Rights, Responsibilities and Judicial Procedures. Students are given the right to appeal to the appropriate Associate Vice President, Student Appeals Committee, Vice President for Academic and Student Services, President, and the Board of Trustees whose decision is final.

On the recommendation of the Curriculum Committee, Mrs. Pugh moved to approve the Revision to the Student Handbook and Academic Procedures Manual III-6 Student Rights, Responsibilities and Judicial Procedures. The motion was unanimously approved by the Board. The policy becomes a permanent part of the minutes of this meeting. (See Attachment B)

Approval of Revision to the Faculty Handbook II-3.4 Academic Freedom and Responsibility. The policy is not intended to limit the rights of faculty or students in discussing any matter outside the academic setting. However, no college employee or student shall purport to speak on behalf of the College unless specifically authorized to do so by an authorized official of the College.

On the recommendation of the Curriculum Committee, Mrs. Pugh moved to approve the revision to the Faculty Handbook II-3.4 Academic Freedom and Responsibility. The motion was unanimously approved by the Board. The policy becomes a permanent part of the minutes of this meeting. (See Attachment C)

Finance Committee

Approval of State Budget Revisions. State Budget Revision S10-11 distributes Longevity for FY 2009-2010. Budget Revision S10-12 is the allocation of the Learn and Earn On-Line funding for Spring 2009. Budget Revision S10-13 is a reallocation of the Military Business Center budget from excess salaries to supplies and travel for a part-time Coordinator. Budget Revision S10-14 reallocates budget from administrative funds to LRC media budget for cable service at the Spring Lake Campus. Budget Revision S10-15 moves budget from contracted services to software to reallocate funds where needed in the Virtual Learning Community Tech

Center Grant for 2009-2010. Budget Revision S10-16 reallocates excess budget from contracted services to software to cover NCNET Grant 2009-2010 virtual training software expense. Budget Revision S10-17 allocates the 2% Reversion Relief 2009-2010 back to the area where reverted—Administrative/Faculty salaries, Military Business Center and Botanical Gardens Lab. Budget Revision S10-18 awards the 2% Reversion Relief funding for the VLC Technology Center to Contracted Services.

On the recommendation of the Finance Committee, Dr. Choe moved to approve State Budget Revisions S10-11, S10-12, S10-13, S10-14, S10-15, S10-16, S10-17, and S10-18. The motion was unanimously approved by the Board.

Acceptance of the Independent Auditor's Report and Audited Financial Statements for the Fayetteville Technical Community College Foundation, Incorporated for Fiscal Year Ended June 30, 2009. The audit performed by Buie, Norman & Company, P.A. was a clean audit.

On the recommendation of the Finance Committee, Dr. Choe moved to accept the Independent Auditor's Report and Audited Financial Statements for the Fayetteville Technical Community College Foundation, Incorporated for fiscal year ended June 30, 2009. The motion was unanimously approved by the Board.

Approval of Revision to Academic Procedures Manual III-4.1 Tuition/Fees and Books. On the recommended of the Finance Committee, Dr. Choe moved to approve the revision to the Academic Procedures Manual III-4.1 Tuition/Fees and Books. The motion was unanimously approved by the Board. The policy becomes a permanent part of the minutes of this meeting. (See Attachment D)

Approval of Revision to Academic Procedures Manual III-4.2 Tuition/Fee Waivers. On the recommendation of the Finance Committee, Dr. Choe moved to approve the revision to the Academic Procedures Manual III-4.2 Tuition/Fee Waivers. The motion was unanimously approved by the Board. A copy of the policy becomes a permanent part of the minutes of this meeting. (See Attachment D)

Acceptance of the Annual Internal Equipment Audit Summary Report for Fiscal Year 2008-2009. The 2008-2009 audit determined that FTCC's losses were 0.02% by item and 0.01% of acquisition cost of equipment. This is below the system average of 0.10% by item and 0.07% by acquisition cost. The two items reported missing have been located. The College had no losses for 2008-2009.

On the recommendation of the Finance Committee, Dr. Choe moved to accept the Annual Internal Equipment Audit Summary for Fiscal Year 2008-2009. The motion was unanimously approved by the Board.

Building and Grounds Committee

Advanced Technology Center Building Generator Replacement. Stanford White was selected as the design engineer to replace the Advance Technology Building generator. Three bids were received from contractors for the project. The low bid of \$175,000 was submitted by T & H Electrical Corporation (Wilson, NC).

Demolition of King Rental Building, MacKethan Pharmacy and Horace Sisk Annex. Five bids ranging from \$57,600 to \$112,700 were received. The low bid was from CST Environmental (Charlotte, NC).

Update on Horticulture Educational Center. The College received a letter from the State Construction Office on October 22, 2009 authorizing final payment to LSV Architects for the Horticulture Educational Center. Final payment of \$5,975 was sent on November 3, 2009. This closes the Horticulture Educational Center project.

Update on Phase II Water Retention Basin. The water retention system was funded by a grant from the American Recovery and Reinvestment Act. It will be installed by the City to reduce storm water run off on campus and the surrounding neighborhood. The City must advertise the project for bids. Project construction is estimated to take approximately 60 days and should be completed in March 2010.

Approval of Right of Way Joint Use Agreement Between FTCC and B & B Bowling Lanes. Property owners met with their attorney on November 10, 2009 to review the joint use agreement. We are waiting final revision of agreement.

Special Trustees' Business

Evaluation of Statement of Economic Interest Mr. Harrell reported that correspondence was received from the State Ethics Commission reference Evaluation of Statement of Economic Interest filed by the Trustees listed below. There was no actual conflict of interest for these Trustees. Trustees with the potential for a conflict of interest will rescue himself/herself from any matters coming before the Board for official action or business from the entities listed in the correspondence from the State Ethics Commission. A copy of the correspondence becomes a permanent part of the minutes of this meeting.

- **Dr. Mike W. Choe**
- **Mr. J. Gary Ciccone**
- **Ms. Lula G. Crenshaw**
- **Mr. Charles E. Koonce**
- **Mrs. Sheryl J. Lewis**
- **Mr. David McCune**
- **Mrs. Susie S. Pugh**
- **Mrs. Esther R. Thompson**
- **Mr. William S. Wellons, Jr.**

Community College National Legislative Summit – February 7-10, 2010, Washington, DC

Please let Betty Shackelford know by Friday, November 20, 2009 if you are interested in attending this summit.

NCACCT 2010 Law Seminar – April 8 - 9, 2010, Research Triangle Park. New and reappointed Trustee training sessions will be a part of this seminar.

President's Report

Next Board Meeting – Tuesday, January 19, 2010

Reception – Wednesday, December 9, 2009 – Home of Dr. and Mrs. Larry Keen.

President’s Holiday Reception – Wednesday, December 16, 2009 – 11:30 a.m. – 1:00 p.m. – Horace Sisk Gymnasium

SACS Update SACS Leadership Team Chair Brent Michaels gave the following report:

- Due diligence and writing of the Pre-Audit phase for the SACS Compliance Statements is completed.
- Final Editing of the SACS Compliance Statements will be completed by mid-December 2009.
- Completed Compliance Document Presentation will be ready for the January 2010 Board of Trustees meeting.
- The approved SACS Compliance Document is to be forward to SACS/COC before March 15, 2010.

May 2010	Off-site Review
July 2010	Focus Review
August 2010	Quality Enhancement
October 2010	On-Site Review
- Six FTCC employees (including Dr. Keen, Dr. Tansey, and Mr. Michaels) will be attending the Annual SACS meeting in Atlanta December 2009.
- FTCC’s SACS On-Site Committee Chair is Dr. Calhoun-French.

See Written Report Dr. Keen referred to the President’s Report dated November 16, 2009. A copy of the report was included in each of the Trustees’ notebook.

Adjournment The meeting was adjourned at 1:35 p.m.

Mr. Charles J. Harrell, Board Chair

Mrs. Esther R. Thompson, Secretary

1. Data Collection Methodology:

- Now using a multi-tiered contact method that include the program coordinators and department chairs, along with initial contact during cap/gown pick-up and follow-up calls placed by the IEA Office Staff.
- Validity and Reliability measured – used SPSS to verify numbers on the report.
- Modified Report Format – more comparative data for the program coordinators and chairs to use in their forward planning.
- Showed an example of one of the program areas (Bus Admin/HR Management) to demonstrate the new comparative feature.
- Contact Rate increased from 93% to 95% from the 2008 vs the 2009 academic year.

2. College Placement Data:

- 1020 unduplicated graduates (1330 duplicated)
- 736 actively sought employment
- 569 found jobs within 3 months of graduation
- Resulting in 78% College Placement
 - 174 decided to continue their education
 - 54 graduates could not be located

3. Where graduates found employment: Seventy-three (73) percent are working in Cumberland County with 27% working outside the county. Major local employers included (1) Cape Fear Valley Health Systems (2) FTCC (3) City of Fayetteville (4) Cumberland County Schools and (5) U.S. Army.

4. Placement Rate vs. Unemployment Rate: There is a correspondence inverse relationship rate between the annual placement rate (78%) and the annual unemployment rate (10.2%). As unemployment rises, our graduates are finding it more difficult to obtain employment. This corresponds with national rates and is a reflection of the tightening economy.

5. Improvements Anticipated: The College sees future improvements based upon (1) addition employers from BRAC initiatives (2) more emphasis on short term job training programs/certificates (3) increased emphasis on CO-OP and Internships to help students get their foot in the door (4) increased meetings by the Advisory Committees (5) incorporation of more information on job interviewing skills with all programs of study.

6. Transfer Information: 174 graduates chose to continue their education with 58 of 174 deciding to remain at FTCC and pursue an additional degree, diploma or certificate.

7. By Program Graduates: There was an increase of total “duplicated” graduates from 1218 in 2008 to 1330 in 2009. Seventy-two percent found employment within their curriculum area with only 28 percent working outside their curriculum program of study.

8. Curricula with the Most Graduates: Showed slides of the curricula that were at 100% placement rate and discussed that the 100% placements included some certificate, diploma and degree programs.

9. Salary Trends: Regardless of the tightening economy, FTCC graduate salary rose slightly from the previous year (2008 - \$30,917 vs 2009-\$31,184). Discussed the top paying curricula,

ranging from \$56,000 down to \$36,092) and some special factors that caused some curricula to be higher than expected.

10. Satisfaction Surveys: Discussed the following satisfaction surveys:

- 98.1% of graduates were satisfied with academic program quality
- 99% were satisfied with the overall college
- Almost 100% reported they felt they had met their educational goals while at FTCC
- 94% of employers were satisfied with FTCC graduates they have employed and 98% would consider hiring more FTCC graduates

Presenter: Carl Mitchell, Director of Institutional Effectiveness and Assessment

III-6 STUDENT RIGHTS, RESPONSIBILITIES, AND JUDICIAL PROCEDURES

III-6.1 Preamble

Students enrolled at FTCC are encouraged to develop the capacity for critical judgment and to engage in both an instructor led and an independent search for knowledge. Free inquiry and free expression are essential to developing these skills; however, students should exercise this academic freedom with responsibility. Students are required to follow all College guidelines, including the Student Code of Conduct, and to obey all laws when on any FTCC campus or when participating in any campus sponsored or supported event.

Students who violate College regulations are subject to the disciplinary penalties of the College. If the student's behavior violates both the law and College regulations, the College may take disciplinary action independent of that taken by legal authorities.

III-6.2 Student Rights

- (1) Every student has the right to a learning environment that is free from unreasonable distractions. If a student's behavior interferes with the educational process, that student will be directed to end the activity causing the disruption. A student who continues to disrupt can be removed immediately from class and/or campus. Within a reasonable time after being removed, the student will be advised of their rights, which are more fully described under the section on Disciplinary Action.
- (2) Students have the right to be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.
- (3) Students have the right to freedom of expression, inquiry and assembly so long as it is not disruptive to a learning environment.
- (4) Students have the right to inquire about and propose improvements in policies, regulations and procedures affecting the welfare of students through established student government procedures, campus committees, and College officers.
- (5) Students and former students have the right to review their official records. No records shall be made available to unauthorized personnel or groups outside the College without the written consent of the student involved, except under legal compulsion or in accordance with federal law and the announced policies/procedures of the College. Student rights in this area are described more fully in this Handbook under the section on Student Records.

III-6.3 Student Code of Conduct

The following regulations set forth rules of conduct that prohibit certain types of student behavior. Students are expected to act and dress appropriately for a college environment. Neither actions nor dress should distract others from concentrating on their course of study. The College has established the following Code of Conduct to ensure that an appropriate college environment is maintained. Violation of one or more of these regulations may result in disciplinary penalties. Students are not

permitted to engage in any of the following activities while on campus, participating in a College-sponsored event, or while in a College owned vehicle.

- (1) Academic dishonesty, including:
 - a. Obtaining test information, research papers, notes and other academic material without authorization;
 - b. Receiving or giving help during tests or projects unless specifically authorized by the instructor; and,
 - c. Plagiarism, which is taking credit for another's ideas or works as if they were your own.
- (2) Theft, vandalism, or misuse of College property wherever it is located.
- (3) Possession, use, or distribution of alcohol or any illegal drug. In addition, students shall not be under the influence of any such substance while on campus, at College events, or in College owned vehicles.
- (4) Using, recording, or disseminating anything which is lewd, offensive, obscene, profane, or vulgar, including, but not limited to, the use of profane or vulgar language.
- (5) Physical violence against another person or threaten physical violence against another person.
- (6) Harass or intimidate any other person, including but not limited to sexual harassment or intimidation.
- (7) Participate in gatherings or demonstrations that interfere with another's ability to freely access College facilities or property. Students shall not disrupt or interfere with the College's educational processes or College functions. Students shall comply with any instruction of a College employee to leave the scene of a disruptive gathering or demonstration.
- (8) Violate any state law prohibiting the possession of weapons on the campus. Generally, explosives, guns, knives, razors, other sharp instruments, leaded canes, brass knuckles and stun guns are not permitted on campus unless the possession of the weapon is a necessary part of a class in which the student is enrolled and the possession of the weapon is authorized by the student's instructor. Refer to the detailed policy regarding Weapons on Campus in Section I-26 of the Administrative Procedures Manual.
- (9) Tampering with a fire alarm or other safety equipment belonging to the College.
- (10) Gambling.
- (11) Smoking or using other forms of tobacco in any unauthorized area including but not limited to classrooms, shops and labs. For areas of the campus where smoking is permitted, refer to the College's policy on Smoking on Campus on Section I-25.3 of the Administrative Procedures Manual.
- (12) Altering or misusing College documents, records or instruments of identification with intent to deceive.
- (13) Financial irresponsibility including, but not limited to, failure to pay College fines, failure to repay College funded loans or passing worthless checks to College officials.
- (14) Violating the terms of any disciplinary probation or any College regulation during the period of probation.

- (15) Failing to follow instructions of College employees.
- (16) Participating in conduct that disturbs peace and order of the College. This includes, but is not limited to yelling, screaming, or talking in an unnecessary or unreasonably loud voice, or using of any device which produces loud and/or disruptive noises.
- (17) Unauthorized use of any electronic device, such as cell phones, recorders, cameras, i-pods, MP3 players, computers, and the like, in a virtual or physical classroom, shop, or lab.
- (18) Permitting any person under the age of sixteen (16) and who is not a FTCC student to enter any instructional area without prior authorization. Instructional areas include virtual or face-to-face classrooms, labs, libraries, the Success Center, clinical sites, or shops. However, students under the age of sixteen (16) shall be permitted to enter into any instructional area for purposes related to their own education.
- (19) Violating any College rule, regulation, policy and/or procedure.
- (20) Violating any local, state or federal law or regulation.
- (21) This Student Code of Conduct is not all inclusive. Any conduct which is disruptive to the educational environment of the College is prohibited.

III-6.4 *Disciplinary Action*

III-6.4.1 Immediate Suspension

Disruptive behavior or conduct that is an immediate threat to the health or safety of any member of the academic community requires immediate action. This includes, but is not limited to, obscene and /or disruptive language, threatening acts or blocking or restricting access to College classes, offices and programs. Therefore, the College has established that this behavior will be dealt with in the following manner.

An instructor or administrative officer may direct the student to stop the behavior and advise him or her that failing to do so will result in immediate suspension and/or removal from the campus. If the behavior continues, the instructor may suspend the student from class until further notice. An administrative officer may suspend the student from class or have the student removed from campus until a resolution of the matter can be made.

As soon as possible, but no later than two working days after the incident, the instructor or administrative officer invoking the suspension will notify the program area Dean/Director in writing of the name of the individual involved, the behavior that resulted in suspension, the time, place and date of the incident, and the names of person(s) directly involved and/or witnesses.

Upon notification, the Dean/Director may make a decision that the student will be allowed to return to class or campus pending the outcome of an inquiry into the allegations made against the student. Any such decision shall be communicated to the student as soon as is reasonably possible.

Within five working days after the Dean/Director's written notification of the incident, an inquiry into the allegations will be completed by FTCC Security or some other appropriate college official. Upon completion of the appropriate inquiry, the Dean/Director will schedule a conference with the student to discuss the incident.

At the conference the Dean/Director will discuss the alleged violation of the Student Code of Conduct and the information used in determining whether the violation occurred. The student will also have the opportunity to present information in his/her favor. The Dean/Director and the student may have witnesses at the conference.

Within five working days after the conference, the decision of the Dean/Director will be presented to the student in writing personally or mailed to the address the student gave at the conference. The Dean's/Director's decision may include the following:

- a. Dismissal of the charges;
- b. Imposition of any of the penalties listed in Sections III-6.4 or III-6.5 below;
- c. Referral of the student to a College office or community agency.

In instances where the student cannot be reached to schedule a conference with the Dean/Director or where the student fails to attend the scheduled conference, the Dean/Director will send a certified letter to the student's last known address stating the alleged violations of the Student Code of Conduct, the Dean's/Director's decision as to whether the student violated the Code of Conduct, the penalties imposed. The written notification will also inform the student of his right to appeal as outlined in subsequent sections of this catalog entitled Right of Appeal found in Section III-7 below.

III-6.4.2 Violations Not Resulting in Immediate Suspension

Any administrative official, faculty/staff member or student may file charges with the FTCC Security Office or with some other appropriate College official against a student or student organization believed to have violated the Code of Conduct.

The individual making the charge must complete a charge form. This form requires the following information:

- a. Name of the student involved;
- b. Specific violation of the Code of Conduct claimed to have been committed;
- c. Time, place and date of the incident; and
- d. Names of person(s) directly involved and/or witnesses to the incident.

The completed form will be forwarded directly to the appropriate Dean/Director while Security or some other appropriate College official conducts an inquiry into the allegations.

Within five working days after the charge has been filed, a conference between the student and the Dean/Director will be scheduled.

At the conference the Dean/Director will discuss the violation claimed to have been committed and the information used in determining whether the violation occurred. The student will also have the opportunity to present information in his favor. The Dean/Director and the student may have witnesses at the conference.

Within five working days after the conference, the decision of the Dean/Director will be presented to the student in writing personally or mailed to the address he gave at the conference. The Dean's/Director's decision may include the following:

- a. Dismissal of the charges;

- b. Imposition of penalties;
- c. Referral of the student to a College office or community agency for services.

In instances where the student cannot be reached to schedule a conference with the Dean/Director or where the student fails to attend the scheduled conference, the Dean/Director will send a certified letter to the student's last known address stating the alleged violations of the Student Code of Conduct, the Dean's/Director's decision as to whether the student violated the Code of Conduct, the penalties imposed. The written notification will also inform the student of his right to appeal as outlined in subsequent sections of this catalog entitled Right of Appeal found in Section III-7 below.

III-6.5 Sanctions

- (1) Reprimand: A written communication which gives official notice to the student that any subsequent offense against the Student Code of Conduct will carry heavier penalties because of this prior infraction.
- (2) General Probation: An individual may be placed on General Probation when involved in a minor disciplinary offense; General Probation has two (2) important implications: the individual is given a chance to show capability and willingness to observe the Student Code of Conduct without further penalty; secondly, if the individual errs again, further action will be taken. This probation will be in effect for no more than two (2) semesters.
- (3) Restrictive Probation: Restrictive Probation results in loss of good standing and becomes a matter of record. Restrictive conditions may limit activity in the College community. Generally the individual will not be eligible for initiation into any local or national organization, and may not receive any College award or other honorary recognition. The individual may not occupy a position of leadership with any College or student organization or activity. This probation will be in effect for not less than two (2) terms. Any violation of Restrictive Probation may result in immediate SUSPENSION.
- (4) Restitution: Paying for damaging, misusing, destroying or losing property belonging to the College, College personnel, or students.
- (5) Interim Suspension: Exclusion from class and/or other privileges or activities as set forth in the notice, until a final decision has been made concerning the alleged violation.
- (6) Loss of Academic Credit or Grade: Imposed as a result of academic dishonesty.
- (7) Withholding grade reports, diploma, or right to register or participate in graduation ceremonies: Imposed when financial obligations are not met. (Will not be allowed to register until all financial obligations are met.)
- (8) Suspension: Exclusion from class(es), and/or all other privileges or activities of the College for a specified period of time. This sanction is reserved for those offenses warranting discipline more severe than probation, or for repeated misconduct. Students who receive this sanction must get specific written permission from the Dean before returning to campus.
- (9) Expulsion: Dismissing a student from campus for an indefinite period losing student status. The student may be readmitted to the College only with the approval of the Vice President for Academic and Student Services.

- (10) Group Probation: This is given to a College club or other organized group for a specified period of time. If group violations are repeated during the term of the sentence, the charter may be revoked or activities restricted.
- (11) Group Restriction: Removing College recognition during the term in which the offense occurred or for a longer period (usually not more than one other term). While under restriction, the group may not seek or add members, hold or sponsor events in the College community, or engage in other activities as specified.
- (12) Group Charter Revocation: Removal of College recognition for a group, club, society, or other organizations for a minimum of two years. Recharter after that time must be approved by the President.

FACULTY HANDBOOK

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

II-3.4 *Academic Freedom and Responsibility*

Fayetteville Technical Community College values the freedom of its faculty and students to engage in academic discourse. Accordingly, the College recognizes and commits itself to maintaining an educational environment which enables and encourages faculty and students to fully explore the subject matter of any course in which they are engaged, even when the exploration includes discussion of controversial topics.

To further this policy, the College shall vigorously protect the right of faculty and students to exercise their academic freedom and responsibilities, as described in this policy, without being subjected to undue pressure to restrict their speech. In addition, any faculty or student who believes their academic freedom is being infringed upon has the right to file a grievance in accordance with the grievance procedures established in the College Employment and Affirmative Action Manual.

In order to encourage a full exploration of the subject matter, both faculty and students shall respect the expression of differing opinions, both in the right of one to express a differing opinion and the right of one to adopt a differing opinion. In the academic setting, faculty shall refrain from insisting upon the adoption of any particular point of view as authoritative in controversial issues. Engaging in personal attacks during any discussion has a chilling affect on those discussions and shall be avoided.

Faculty shall refrain from using or discussing materials which have little or no relationship to the subject matter of the course in which the faculty member is engaged. Faculty shall encourage students to do likewise.

This policy is not intended to limit the rights of faculty or students in discussing any matter outside of the academic setting. However, no college employee or student shall purport to speak on behalf of the College unless specifically authorized to do so by an authorized official of the College.

ACADEMIC PROCEDURES MANUAL

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

III-4 FINANCIAL INFORMATION**III-4.1 Tuition, Fees, and Books**

(1) Tuition:

- a. In-State Tuition: \$800.00 per semester, or;
\$1,600.00 (2 semesters), or;
- *Under 16 hours: \$50.00 per credit hour
- b. Out-of-State Tuition: \$241.30 per credit hour
\$3,860.80 for 16 or more credit hours per semester

(2) Fees

- a. Certain curricula require additional costs to cover items which may include uniforms, instruments, tools, malpractice insurance, and dues to student association groups.
- b. On-campus parking is described in the Parking Regulations Bulletin. Parking stickers are issued on payment of fees at registration. STUDENTS ARE HELD RESPONSIBLE FOR ALL PARKING REGULATIONS AS STATED IN THE PARKING REGULATIONS BULLETIN.
- c. All prospective graduates will be charged a graduation fee of \$25.00; a fee of \$10.00 will be charged for each additional certificate or diploma when paid concurrently. Adult high school graduates will be charged a fee of \$35.00 for a current diploma and a fee of \$45.00 for a back-dated diploma.
- d. Replacement of lost or stolen ID card fee of \$5.00.
- e. Continuing Education Registration Fees:

<u>Course Length</u>	<u>Registration Fee</u>
0-24 Hours	\$ 65.00
25-50 Hours	\$120.00
50+ Hours	\$175.00

Certain Continuing Education programs require specific fees to cover additional costs associated with the program.

- f. Student Activity Fee of \$14.00 per semester for Fall and Spring terms and \$10.00 for Summer term.
- g. Technology Fee of \$16.00 per semester.
- (3) Books (Estimated): \$550 per semester

III-421 Tuition/Fee Waivers

- (1) Senior citizens, age 65 or over and who are legal residents of North Carolina, are exempt from:
 - a. Up to 6 credit hours of credit instruction per semester; the student activity fee and technology fee will be charged when total credit hours per semester exceeds 6 credit hours.
 - b. Up to 96 contact hours of non-credit instruction per semester
- (2) High school students enrolled in a community college curriculum course under the Huskins (T90970) or dual Enrollment (T90980) programs are exempt from tuition when courses are technical, vocational, or begin with the following prefixes: AST, BIO, CHM, CIS, GEL, IMS, MATH, PHS, PHY, and SCI

High school students in these programs are also exempt from the technology fee and are exempt from the activity fee when the course location is the high school. The activity fee is paid by Cumberland County Schools when the activity is charged under the Huskins program.
- (3) High school students enrolled in a community college curriculum course as Other Innovative High School students are exempt from tuition and the technology fee. The activity fee is paid by Cumberland County Schools.
- (4) High School Students enrolled in a community college curriculum course under the Learn and Earn Online program are exempt from tuition and the student activity fee. The technology fee may be reimbursed to the College by the North Carolina Community College System, subject to the availability of funds.
- (5) When an employer, other than the armed services, pays tuition for an employee to attend a community college and when the employee works at a North Carolina business location, the employer is charged the in-state tuition rate.
- (6) Certain out-of-state students who are members of families that were transferred to this state by businesses, industries, or civilian families transferred by the military, for employment may be eligible for tuition payment at the in-state rate.
- (7) Out-of-state service members and their dependents stationed at a North Carolina base are eligible to be charged the in-state tuition rate. The waiver is for the academic year. Continuing students may re-apply each fall term.
- (8) Members of the armed forces that register through the GoArmyEd website are exempt from the activity fee and technology fee based on the agreement between the College and contractual agency.
- (9) Students enrolled in Internet courses only (taking no traditional face-to-face courses) may request a waiver of the student activity fee.
- (10) Volunteer fireman, local fire department personnel, volunteer rescue and lifesaving department personnel, local rescue and lifesaving department personnel, local law enforcement officers enrolled in training course are exempt from tuition and registration fees.
- (11) Students enrolled in Health and Human Services Development programs are exempt from continuing education registration fees.

- (12) Elementary and secondary school employees enrolled in courses in first aid or cardiopulmonary resuscitation (CPR) are exempt from continuing education registration fees.
- (13) Full-time college staff members are exempt from tuition and registration fees for one curriculum or continuing education course per semester.
- (14) Law enforcement officers employed by a municipal, county, state, or federal law enforcement agency and trainees that are sponsored by a state, county, or municipal law enforcement agency taking state-mandated Basic Law Enforcement Training Programs are exempt from tuition.
- (15) Tuition/fee waivers are not applicable to courses established on a self-supporting basis.