Message from the President, Margaret Roberton

Change and flexibility has always been an underlying theme in business as well as for those of us meeting the needs of the business environment through workforce development. In the past year we have been challenged to not only accept change but to provide new models and define alternative relationships to build on existing strengths. Our challenges have come in the form of legislative demands, state requirements and community needs. In response the continuing education and basic skills offices within the colleges have demonstrated their ability to be flexible and creative in order to create opportunities for new programs and processes which meet the needs of our communities and regions today and tomorrow.

It is with these concepts in mind that the theme, Enterprising Change: Forging New Frontiers was drawn for this conference. We are thrilled to partner with Basic Skills/Family Literacy this year in an effort to leverage the strengths and resources of both groups as we venture into territory not uncharted but less traversed. While the conference is scheduled to accommodate two forums each providing a more specific audience focus, the sincere hope of the planning committee is to have an opportunity for participants to intermingle in a meaningful way.

Our keynote speakers, Dr. Scott Ralls, President – North Carolina Community College System and Cheryl Keenan, Director of Adult Education and Literacy – USDOE: Office of Adult and Vocational Education, will provide a framework for looking at issues that will impact our efforts at both the state and federal levels. There are also a number of sessions in both forums that are designed to provide relevant information and training to assist programs in meeting the challenges approaching our institutions.

Dr. Randy Whitfield will discuss “Adult Education: The Next Five Years” where the concepts of bridges and transitions will be presented as tools for moving basic skills students forward into workforce development arenas. Attendees also have an amazing opportunity to participate in the National Coalition for Literacy and Dollar General Presentation: Pathways to Advocacy. This important session supports adult education programs in partnering with businesses in advocacy. Participants not only will explore how adult literacy interests align with business and policymakers to make adult education and literacy a top priority but they will be eligible to compete for one of two $5,000 grants to help them build their advocacy program.

Within areas of workforce development, the conference is hosting a number of groups to provide a venue for face to face meetings that have been hard to come by this year. The Small Business Center Directors as well as the Human Resource Development Directors will be meeting during the conference week to plan strategy and share information. In addition to their meetings these groups as well as others will have a number of conference breakout sessions designed to provide additional information and best practices. Breakout sessions will include topics speaking to change and opportunity in areas of accountability, JobsNOW, grants, CIS, alternate delivery models as well as programmatic updates and innovative ideas.

Our fall Innovation Awards are a reflection of our continuing efforts to create new programs and utilize alternate delivery methods even when faced with rising challenges. We will be presenting the winner of this year's Innovation Award during our luncheon on Thursday. Please take the time to attend one of the sessions highlighting the innovators among us; you may just come away with your next fresh idea.

The planning committee has done a tremendous job in lining up relevant sessions for the conference. They have also been remarkable in working in a new
environment. While the collaboration with Basic Skills/Family Literacy is positive it was challenging to bring two large groups together to coordinate a conference as a single entity. The entire planning committee should be commended for its efforts in working on this conference but also for their willingness to move into uncharted waters during the NCCCAEA Spring program. While we did not hold a traditional spring conference in 2009, the NCCCAEA Board and planning committee felt strongly that the membership needed widespread access to information in a number of areas. When our traditional conference venue was cancelled the planning committee smoothly shifted gears and began to work on a series of information sessions delivered through the state video conferencing system. While this option did not give us the breadth of information that we normally have during a conference it did allow us to maintain communication between the membership and key sources of information within the state. This learning opportunity has provided us with ideas on how to implement this tool in the future for short turn around sessions or hot topics between conferences that would be beneficial to various groups. Over the past few years the NCCCAEA board has been working to provide not only great conference experiences to our members but to strengthen our roles as a voice and advocate for our members. This has included presenting position papers and letters of support to the NCCCS in areas that directly impact our members. These papers have been positively received by the NCCCS and have resulted in continuing education having representation on teams working on CCL, Workflows, and Faculty Assignments. The board also voiced concerns regarding the recent legislative changes to registration fees and budget decisions that impacted continuing education offices. While some change was inevitable we were successful in providing input on the registration tier structure and the potential impact of these changes to continuing education within the state. The NCCCAEA provides opportunities for professional development through conference venues as well as supporting the LERN Program Management Institute. The association provides opportunities for continuing education advocacy as well as individual growth through participation in committees and board roles. I say this to encourage each of you to become members of the association. Through the growth of membership the association will continue to develop its role and refine its focus in support of the continuing education offices within the state. I hope that you have a great conference experience. If you have an opportunity to speak to one of the many NCCCAEA board members or planning committee members please applaud them for their efforts in the last year to rise to the challenges presented. I encourage everyone to network, learn something new, adopt a best practice and take away something that re-invigorates you to meet your ‘New Frontiers’.

Key Documents: “Rules & Regs”
All of these documents may be accessed online through the NCCCS website:
  System Office Numbered Memos
  North Carolina Administrative Code
  North Carolina General Statutes (primarily 115-D)
  NCCCS Accounting Procedures Manual
  Program Audit Services (“Frequently Asked Questions”) Continuing Education Master Course List
Have a suggestion for another “key document”? Contact the editor.

How to Become Active in the NCCCAEA
1. Submit a newsletter article.
2. Make a presentation at a conference.
4. Serve on one of the NCCCAEA Board's standing committees.
5. Contact your NCCCAEA Board representative with an issue of concern.
6. Campaign to serve as an NCCCAEA Board member or officer. (NOTE: A good way to "get your name out there" is to first serve on a conference planning committee.)
7. Get to know people who are already active in the Association and let them know you are interested.
The NC REAL project BRIDGES for YOUTH is supported by the GOLDEN LEAF FOUNDATION and is an important venture to our service area. The Small Business Center at Wilkes Community College has provided support to this effort for the second year and has expanded the program for summer camps to run in all three service area counties. The Small Business Center and the Northwest North Carolina Advanced Materials Cluster, Inc. has actively involved new partners this year including the 4-H division of the NC Cooperative Extension. Entrepreneurship development for advanced materials industry sector, green energy, and other ventures of the BRIDGES project has provided opportunities and collaboration for teachers in our service area as well as instructors at WCC. The potential to develop a pipeline of skilled workers in conjunction with future entrepreneurs is an ideal opportunity to strengthen our future economy.

BRIDGES for YOUTH has created such avenues for grades 6 – 12 to begin thinking about innovative and creative ideas for business ventures.

The WCC Small Business Center has enjoyed a long standing partnership with NC REAL and will continue cultivating this partnership by providing resources, contacts, and workshops to provide training for the regions to develop adult entrepreneurs. The existing partnerships have fostered an ongoing capacity for entrepreneurship development and support.

As a collaborative partnership, we have opened avenues of interconnectivity with NC REAL as a value added component to the cluster initiative and the Small Business Center. In an effort to address professional development of teachers and counselors at both secondary school and collegiate levels, infuse entrepreneurship across vocational, math, and science programs, WCC supports the NC REAL BRIDGES program. The integration, tools, and training that NC REAL is willing to provide to support entrepreneur development is invaluable to the education, training, and development of the workforce of our region. The collaboration and expertise provided by NC REAL to WCC and NC COOPERATIVE EXTENSION is one example of cross pollination and 'co-op-ition' of resources for development of entrepreneurs in Northwest NC.

Continuing Education vs. Con. Ed.
Submitted by Robert Leslie
Randolph Community College

In January 2010 I will be starting my twelve year of working in Continuing Education in the North Carolina Community College System. During this time period, I have worked for three different community colleges (Forsyth, Davidson, and Randolph), heard many discussions centered on the topic of “parity funding,” heard many discussions about the reasons that Curriculum doesn’t understand Continuing Education and vice-versa, and I have heard countless times someone say, “Con. Ed.” when referring to Continuing Education.

I want your permission at this moment to challenge each of you to start calling Continuing Education what it is, Continuing Education. Let’s stop degrading what we do by calling it Con. Ed. I think that you will agree with me when I state that we never hear Curriculum abbreviated in written or verbal communication. The same goes for Basic Skills; we do not abbreviate the program. At times I do write CE, CU, and BSP which is very acceptable as all are equal.

I arrived at Randolph on July 27th. Early on, I challenged my employees to call it what it is—Continuing Education. I have now started asking my CU and BSP friends to do likewise. At a recent Board meeting, a report reader caught herself getting ready to say Con. Ed., but she used the correct title. We may not be on equal FTE funding with Curriculum and Basic Skills; however, we can be on how people label us.

If you decide to break the habit of saying “Con. Ed.”, and I hope that you will, please let me know how it is working for you. You can e-mail me at roleslie@randolph.edu.
The Best Time of Your Life
Submitted by: Lori V. Williams
Sandhills Community College

The Best Time of Your Life was the theme of the third annual Summer Academy at Sandhills Community College. Thirty-two participants engaged in interactive presentations including art, technology, politics, health and wellness, golf, literature, natural history, gardening and culinary cuisine. The Summer Academy is a Center for Creative Retirement activity designed to engage our retired community in the college. The program is self-supporting and generally produces a small profit margin producing funds to kick off the next year’s event.

“This year’s academy was the best one so far and we will struggle to fulfill expectations for next year’s event,” said Lori Williams, coordinator for the Academy. “We had a wonderful advisory committee this year comprised of past participants. This committee has agreed to becoming involved in planning for the 2010 Summer Academy and we will look at the possibility of program expansion and concurrent sessions. There is a lot of expertise not only in Moore but surrounding counties,” said Williams, “And we plan to utilize the expertise we have to give our participants a quality program.”

This is what our participants had to say about this event:
“Overall very good. I enjoy being challenged to think about things differently.”
“The enthusiasm of the presenters was generally outstanding. That should be a criterion for choosing presenters. Good job! Well done!”
“We thoroughly enjoyed ourselves. Thank you so much. It is so evident how much everyone here is passionate and dedicated. We feel blessed to have come to your community.
“Better this year than last year. I’m looking forward to next year.
For more information about this or community enriching activities, contact: Lori Williams, Director of Community Education and Outreach 910-246-4943.

“The hardness of the butter is proportional to the softness of the bread.” Steven Wright

Stanly Community College Offers CAFÉ Program
Submitted by: Kathy Gardner
Stanly Community College

Approximately twenty high school educators spent the majority of the week of June 22 – 26 traveling Stanly County and becoming more familiar with local business and industry. The CAFÉ (Career Academy for Educators) program offered participants a glimpse into some of the businesses that call Stanly County home. The program was sponsored by the Stanly County Chamber of Commerce, Stanly Community College, Stanly County Schools, and the Centralina Workforce Development Board.

Presentations by David Hollars, Executive Director of Centralina Workforce Development Board, Inc., Natasha Pender, Youth Council Contact Centralina Workforce Development Board, and Betty O’Neal, Stanly Community College provided information about regional workforce development, information on job skills needed in the region, Centralina 3rd Annual Youth Services Summit, and a training session called “The Right Answer”.

The program began each day with the educators meeting at Stanly Community College to discuss and tour parts of the Albemarle and Locust campuses. The focus of the morning tours was to make sure that educators had information to pass on to students about the innovative and emerging careers including the community college’s new Heavy Equipment program, new one year Welding Certificate program, SIMS Lab, and Technology programs. In addition, information with regards to another area of educational opportunities and new collaborative program between Stanly Community College and Pfeiffer University was shared.

The remainder of the days was spent touring and meeting with local employers including Storm Technologies, GHA, Chicago Tube and Iron, Carnes Miller Gear, and the Uwharrie Vineyards. Educators and counselors were provided information from the businesses about what skills and education levels were needed to obtain jobs with their companies. Information was also presented concerning the JobsNow “12 in 6” initiative of the American Recovery and Reinvestment Act which began July 1. The program was concluded with a presentation by David Rudisill, President Stanly County Chamber of
Commerce and Kevin Gullette, Executive Director Economic Development Commission.
CAFÉ was “reinvented” from a program available in the mid-90’s for teachers. The Career Readiness Task Force of Stanly County, headed by Dr. Mike Taylor, President Stanly Community College, Tom Ramseur, President and CEO, Stanly County Chamber of Commerce, and Dr. Samuel DePaul, Stanly County Schools was responsible for planning the event.
Shannon Batchelor and Susan Norris with the Stanly County Schools along with Kathy Almond, Kathy Gardner, and Marion Kinley with Stanly Community College’s Continuing Education Division comprised the committee responsible for implementing the CAFÉ program.
Funding for the program was provided by Centralina Workforce Development.

Johnston Community College – Defensive Driving Program
Submitted by: Kim Wiggs Gamlin
Johnson Community College

Johnston Community College and Johnston County Public Schools partnered during the summer of 2009 to offer non-citation defensive driving Alive @ 25 classes to area students. Eighty-four classes were held on the main campus of JCC during the morning, afternoon, and evening. As of late July 2009, JCC served 1,305 students. The curriculum, which is through the Safety and Health Council of North Carolina, has objectives to recognize 16-24 year-old drivers that are more likely to be hurt or killed in a vehicle crash. They share their opinions in class as to why they feel their age group is most at risk, identify actions both as a driver and passenger that may prevent an accident or death by motor vehicle, and describe the consequences of making poor judgments or taking risks while in a motor vehicle. The partnership between JCS and JCC was a result of the high fatality rates for teenage drivers in Johnston County. Additionally, JCC worked with local elected officials Representative Leo Daughtry, Representative James Langdon, and Senator David Rouzer, to amend HB 391 so that all community colleges can offer safe driving classes to all age groups throughout the year.

Certificate Programs on the Go!
Submitted by: Paula Parrish, Johnson Community College

Johnston Community College’s (JCC) Continuing Education Division utilizes Education To Go, an online resource to generate a series of certificate programs based on individual courses. Currently, JCC has four certificate programs from 144-168 hours that can take up to one year to complete based on the format of the certificate program or shortened if students take more than one course at a time. For each certificate program, students must enter by the 10% point as determined by the division, email all of the online course assignments, and email their final exam grades for each course taken until the program is completed. A student file is kept for each student to illustrate the work has been completed. A passing exam grade of 85% is required for each course in the certificate program. A Continuing Education certificate of completion is then printed and mailed to the student for each course taken. The student certificates for the “Certificate program” are printed and stamped with a JCC seal on frame size certificate paper to illustrate the students’ “endurance and accomplishment” of the online training that also displays each course taken and the total number of hours for the entire certificate program. Currently, JCC offers certificate programs in Management, Webmaster Design, Medical Office, and Business Accounting. Each certificate program has
six-seven courses of study. Most of the courses cost $65 plus any book fees if applicable. Students just register, pay for each course, and Go! These courses have really increased the online enrollment here at JCC because it keeps the students coming back to complete a series of courses that make up the certificate program. With all of the Ed2go courses, a certificate program can be created in a variety of fields. It just takes creativity to put it together.

**Roanoke Chowan Community College Awards**

**First Career Readiness Certificate**  
*Submitted By: Andrea Glaze, CRC Coordinator Roanoke Chowan Community College*

On October 17, 2009 Bruce Pasek became the first Roanoke Chowan Community College student to earn a Career Readiness Certificate (CRC). Mr. Pasek is enrolled in RCCC JobsNow EMT course and hopes to pursue a career as an EMT upon graduation. Congratulations to Mr. Pasek!

To earn your CRC at Roanoke Chowan Community College contact Andrea Glaze at (252) 862-1202.

**Gaston College Kicks Off GED Bridge Programs**  
*Submitted by Karen Less, Gaston Community College*

The Life Skills program is offering two GED Bridge programs this semester where students can earn their GED and prepare for a career in healthcare or business.

The GED Bridge to Health Science programs and GED Bridge to Business and Information Technology programs were developed in conjunction with curriculum faculty in the health and business programs and are designed to help students pass the GED and begin their college careers.

In the GED Bridge programs students receive:

- Preparation in all five GED subject areas, taught through a specialized business or health careers curriculum.
- Computer literacy training
- One-on-one counseling and career guidance
- The opportunity to explore business or health majors and careers
- Career skills and job readiness workshops
- Admissions and financial aid counseling for college
- The chance to enroll in college credit classes

Life Skills faculty and staff in conjunction with curriculum faculty and staff are also developing two new Bridge programs funded through a Student Success Activity Grant: GED Bridges to Public Safety and Industrial Technologies, which will be offered during the summer semester.

**Disclaimer**

The views and opinions expressed in this newsletter do not necessarily reflect those of the NCCCS, the NCCCAEA, or its Board of Directors. The accuracy of the factual information is the sole responsibility of the authors. Submissions may be edited for length and grammatical correctness and consistency.
| NCCCAEA Board of Directors                              | President Elect 2009 | Past President 2009 | Treasurer 2009 | Secretary 2009 | Basic Skills Representative 2009-2011 | Member at Large Representative 2008-2010 | Community Service Representative 2008-2010 | Support Staff Representative 2009-2011 | Senior CE Administrative Representative 2009-2011 | President's Association Representative 2009 | Vice President Economic & Workforce Development ongoing ex-officio | Associate VP Academic & Student Services & Basic Skills ongoing ex-officio |
|--------------------------------------------------------|----------------------|---------------------|----------------|----------------|----------------------------------------|------------------------------------------|------------------------------------------|------------------------------------------|------------------------------------------|------------------------------------------|------------------------------------------|
| Margaret Robertson                                    | Wayne Community College                  | Carteret Community College | Sue Marion Forsyth Technical Community College | Heather Henson Wake Technical Community College | Selva Staub Craven Community College | Debbie Woodard Wilkes Community College | Phoebe Emory Lenoir Community College | Lou Stout Beaufort Community College | Ron Valentini Cawtaba Valley Community College | David Lusk Pitt Community College | Dr. Rose Johnson Haywood Community College | Willa Dickens NCCCS System Office |
| Perry Harker                                           | Carteret Community College                  |                      |                |                |                                        |                            |                            |                            |                            |                            |                            |                            |
| Jesse Tolar                                            | Fayetteville Technical Community College                  |                      |                |                |                                        |                            |                            |                            |                            |                            |                            |                            |
| Stelfanie Williams                                     | Central Carolina Community College                  |                      |                |                |                                        |                            |                            |                            |                            |                            |                            |                            |

| Specialty Education Representatives                  |                                    |                                    |                                    |                                    |                                    |                                    |                                    |                                    |                                    |                                    |                                    |                                    |

**Specialty**
- Ron Valentini, Senior CE Administrative Representative 2009-2011
- David Lusk, Senior CE Administrator Representative 2008-2010
- Dr. Rose Johnson, President's Association Representative 2009
- Willa Dickens, Vice President Economic & Workforce Development ongoing ex-officio
- Dr. Randy Whitfield, Associate VP Academic & Student Services & Basic Skills ongoing ex-officio
What is the NCCCAEA?

The North Carolina Community College Adult Educators Association (NCCCAEA) was formed in 1965 as the Community College Adult Educators of North Carolina. Full membership is open to full-time or part-time Continuing Education instructors, administrators, and support staff employed in the North Carolina Community College System. Associate and honorary memberships are also available.

The purpose of the Association is to provide leadership for the advancement of adult education in North Carolina; to vigorously promote the concept of continued, lifelong learning for all citizens; to promote sound management practices in the areas of the adult education curriculum, instructor training, certification, accreditation, and permanent record-keeping; and to encourage quality work performance and professionalism by all adult educators.

Take advantage of the opportunities to learn and network at the conference. The many workshops will provide you with the most up-to-date information from the system office, community college leadership, business and industry leadership and others. Meet your counterparts from around the state and learn how programs are managed differently.

If you are a first-time attendee, WELCOME! To learn more about the Association, attend the New Comer's session on the afternoon of September 24. You'll be able to meet some of the Association leadership and ask questions on how the Association can serve you and how you can serve the Association!

Visit our Vendors! The vendors have supported the Association for many years and in many ways. You will find everything from software, interactive programs, books, teacher and student guides, hardware, and much more. Browse around and see what they have to offer!

Here's what you missed at the Fall 2008 Conference!!