

# **Curriculum Program Approvals and Terminations**

**January - December 2009**

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North Carolina Community College System

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## **Executive Summary**

Community colleges must have prior State Board of Community Colleges approval to offer a curriculum program. The State Board is authorized in Rule 23 NCAC 02E .0201 to approve programs consistent with the System's mission. The approval processes include curriculum applications (standard or special) or letters of request, depending on the program type.

Approval of curriculum programs are justified by student interest and current and future employment needs within the state. Each college must certify that they can operate the program efficiently and effectively within the resources available to the college.

Colleges may seek approval to offer programs that are new to the System (the curriculum program does not currently exist in the System), or seek approval to offer an established program (the curriculum program is an existing program within the System).

From January 2009 through December 2009, the State Board of Community Colleges approved, or delegated approval to the President of the North Carolina Community College System, a total of **47** curriculum programs. Of the **47** approved programs, **43** programs were existing curriculum programs, and **4** were new to the System.

### **The new to the System programs are:**

Applied Engineering Technology (A40130)  
Low Impact Development (A40290)  
Sustainability Technologies (A40370)  
Computer Technology Integration (A25500)

Per rule 23 NCAC.2E.0201(b), Community Colleges shall request to terminate a curriculum program when there has been low or zero enrollment for two years. From January 2009 through December 2009 the North Carolina Community College System received program termination requests from **19** colleges. The colleges requested termination of one or more of their curriculum programs resulting in the termination of **53** curriculum programs system-wide.

# **Curriculum Program Approvals and Terminations**

## **Curriculum Program Approvals by Type**

### **Standard Curriculum Program Applications**

The standard curriculum program application process is required for all New to the System curriculum programs and all programs that have not been identified as meeting an immediate or critical need. A concentration is a major core of courses added to an existing parent program to meet the needs of a specific related employment field. The college must have approval for the parent program in order to request approval for the concentration.

#### New to the System Curriculum Programs

Standard Curriculum Program Application.....4

**Subtotal: 4**

#### Existing System Curriculum Programs

Standard Curriculum Program Applications ..... 17

Standard Curriculum Program Concentration Applications .....5

**Subtotal: 22**

### **Special Curriculum Program Applications**

The State Board of Community Colleges has established a shortened or "special application" approval process for existing programs that have been identified as meeting an immediate or critical need.

Special Curriculum Program Applications ..... 19

**Subtotal: 19**

### **Curriculum Programs by Written Request**

Associate in Fine Arts (AFA) (A10200).....1

Associate in General Education (AGE) (A10300).....1

**Subtotal: 2**

**Total Curriculum Program Approvals.....Grand Total: 47**

## **Standard Curriculum Program Approvals by Community College**

<b>Blue-Ridge Community College .....</b>	<b>5</b>
Accounting (A25100)	
Film and Video Production Technology (A30140)	
Fire Protection Technology (A55240)	
Office Administration/Virtual Office Assistance (A2537B)	
Simulation and Game Development (A25450)	
<b>Caldwell Community College and Technical Institute .....</b>	<b>1</b>
Business Administration/Logistics Management (A2512E)	
<b>Cape Fear Community College .....</b>	<b>1</b>
Construction Management Technology (A35190)	
<b>Central Piedmont Community College .....</b>	<b>2</b>
Computer Technology Integration (A25500)*	
Sustainability Technologies (A40370)*	
<b>Cleveland Community College.....</b>	<b>1</b>
Business Administration/Banking and Finance (A2512A)	
<b>Craven Community College .....</b>	<b>1</b>
Manufacturing Technology/Composites (A5032D)	
<b>Davidson County Community College .....</b>	<b>1</b>
Business Administration/Logistics Management (A2512E)	
<b>Edgecombe Community College.....</b>	<b>1</b>
Magnetic Resonance Imaging (A45800)	
<b>Fayetteville Technical Community College.....</b>	<b>2</b>
Simulation and Game Development (A25450)	
Therapeutic Massage (A45750)	
<b>Forsyth Technical Community College .....</b>	<b>1</b>
Environmental Science Technology (A20140)	
<b>Guilford Technical Community College .....</b>	<b>2</b>
Nursing Assistant (Certificate) (C45480)	
Simulation and Game Development (A25450)	
<b>Haywood Community College .....</b>	<b>1</b>
Low Impact Development (A40290)*	
<b>Mitchell Community College .....</b>	<b>1</b>
Business Administration/Human Resources Management (A2512C)	
<b>Randolph Community College.....</b>	<b>1</b>
Industrial Engineering Technology (A40240)	
<b>Tri-County Community College .....</b>	<b>2</b>
Human Services Technology (A45380)	
Therapeutic Massage (A45750)	
<b>Vance-Granville Community College.....</b>	<b>1</b>
Global Logistics Technology (A25170)	

<b>Western Piedmont Community College</b> .....	<b>1</b>
Simulation and Game Development (A25450)	
<b>Wilkes Community College</b> .....	<b>1</b>
Applied Engineering Technology (A40130)*	
<b>Total</b> .....	<b>26</b>

\* New to the System

## Special Curriculum Program Approvals by Community College

<b>Cape Fear Community College .....</b>	<b>1</b>
Medical Office Administration (A25310)	
<b>Carteret Community College .....</b>	<b>1</b>
Infant/Toddler Care (Certificate) (C55290)	
<b>Catawba Valley Community College.....</b>	<b>1</b>
Medical Office Administration (A25310)	
<b>Cleveland Community College.....</b>	<b>2</b>
Entrepreneurship (A25490)	
Esthetics Instructor (Certificate) (C55270)	
<b>Edgecombe Community College.....</b>	<b>3</b>
Esthetics Instructor (Certificate) (C55290)	
Manicuring Instructor (Certificate) (C55380)	
Medical Office Administration (A25310)	
<b>Fayetteville Technical Community College.....</b>	<b>1</b>
Esthetics Technology (Certificate) (C55230)	
<b>Isothermal Community College .....</b>	<b>1</b>
Entrepreneurship (A25490)	
<b>Pamlico Community College.....</b>	<b>3</b>
Business Administration /Electronic Commerce (A2512I)	
Entrepreneurship (A25490)	
Welding Technology (A50420)	
<b>Sampson Community College.....</b>	<b>1</b>
Medical Office Administration (A25310)	
<b>Southwestern Community College.....</b>	<b>1</b>
Entrepreneurship (A25490)	
<b>Surry Community College .....</b>	<b>2</b>
Entrepreneurship (A25490)	
Infant/Toddler Care (Certificate) (C55290)	
<b>Tri-County Community College .....</b>	<b>1</b>
Entrepreneurship (A25490)	
<b>Wilson Community College .....</b>	<b>1</b>
Medical Office Administration (A25310)	
<b>Total .....</b>	<b>19</b>



**Curriculum Program Approvals by Written Request  
by Community College**

**Mayland Community College..... 1**

Associate in Fine Arts (AFA) (A10200)

**Rowan-Cabarrus Community College ..... 1**

Associate in General Education (AGE) (A10300)

**Total ..... 2**

## **Curriculum Program Terminations by Community College**

<b>Alamance Community College.....</b>	<b>1</b>
Basic Law Enforcement Training (Certificate) (C55120)	
<b>Beaufort County Community College .....</b>	<b>5</b>
Environmental Science Technology (A20140)	
Heavy Equipment and Transport Technology/Agricultural Systems (A6024A)	
Human Services Technology/Social Services (A4538D)	
Industrial Systems Technology (A50240)	
Machining Technology (A50300)	
<b>Brunswick Community College .....</b>	<b>1</b>
Web Technologies (A25290)	
<b>Caldwell Community College and Technical Institute.....</b>	<b>12</b>
Business Administration/Electronic Commerce (A2512I)	
Computed Tomography & Magnetic Resonance Imaging Technology (Diploma) (D45200)	
Furniture Upholstery (Diploma) (D50220)	
Heavy Equipment and Transport Technology (A60240)	
Industrial Management Technology (D50260)	
Machining Technology (A50300)	
Machining Technology/Tool, Die, and Mold Making (A5030A)	
Occupational Therapy Assistant (A45500)	
Pharmacy Technology (A45580)	
Real Estate (A25400)	
Surveying Technology (A40380)	
Welding Technology (A50420)	
<b>Cape Fear Community College .....</b>	<b>1</b>
Office Administration (A25370)	
<b>Central Carolina Community College .....</b>	<b>1</b>
Community Journalism (A30150)	
<b>Central Piedmont Community College .....</b>	<b>1</b>
Data Entry (Certificate) (C25160)	
<b>Craven Community College.....</b>	<b>4</b>
Air Conditioning, Heating & Refrigeration Technology (A35100)	
General Occupational Technology (A55280)	
Industrial Systems Technology (A50240)	
Web Technologies (A25290)	
<b>Gaston Community College.....</b>	<b>1</b>
Industrial Engineering Technology (A40240)	
<b>Guilford Technical Community College .....</b>	<b>1</b>
Esthetics Technology (Certificate) (C55230)	
<b>Haywood Community College .....</b>	<b>1</b>
Telecommunications and Network Engineering Technology (A40400)	

<b>Johnston Community College.....</b>	<b>3</b>
Business Administration/International Business (A2512D)	
Phlebotomy (Certificate) (C45600)	
Web Technologies (A25290)	
<b>Martin Community College.....</b>	<b>1</b>
Business Administration/Electronic Commerce (A2512I)	
<b>Pitt Community College .....</b>	<b>1</b>
Masonry (Diploma) (D35280)	
<b>Rowan-Cabarrus Community College .....</b>	<b>1</b>
Industrial Systems Technology (A50240)	
<b>Stanly Community College .....</b>	<b>12</b>
Business Administration/Electronic Commerce (A2512I)	
Health Care Technology (Certificate) (C45350)	
Healthcare Management Technology (A25200)	
Horticulture Technology (A15240)	
Industrial Management Technology (A50260)	
Machining Technology (A50300)	
Mechanical Engineering Technology (A40320)	
Occupational Therapy Assistant (A45500)	
Office Administration (A25370)	
Physical Therapist Assistant (1+1) (A45640)	
Real Estate (A25400)	
Welding Technology (A50420)	
<b>Surry Community College .....</b>	<b>3</b>
Agribusiness Technology (A15100)	
Applied Animal Science Technology (A15280)	
Business Administration/Electronic Commerce (A2512I)	
<b>Wake Technical Community College .....</b>	<b>2</b>
Industrial Systems Technology (A50240)	
Machining Technology/Tool, Die, and Mold Making (A5030A)	
<b>Wilson Community College .....</b>	<b>1</b>
Dialysis Technology (Diploma) (D45300)	
 <b>Total Program Terminations .....</b>	 <b>53</b>

## **Appendices**

## **Appendix A:**

### **Standard Curriculum Program Approvals by SBCC Date**

<b>Appendix A: Standard Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Title and Code</b>	<b>Rationale for Approval</b>
<b>January 16, 2009</b>		
Caldwell Community College and Technical Institute	Business Administration /Logistics Management (A2512E)	Justification of need in the job market. Survey results indicate 17 full-time positions currently available; 36 full-time for the first class and 33 for the second graduating class.
Guilford Technical Community College	Simulation and Game Development (A25450)	Justification of need in the job market. Survey results indicate 27 full-time positions currently available; 34 full-time for the first class and 45 for the second graduating class.
<b>February 20, 2009</b>		
Cape Fear Community College	Construction Management Technology (A35190)	Justification of need in the job market. Survey results indicate 10 full-time positions currently available; 15 full-time for the first class and 19 for the second graduating class.
Cleveland Community College	Business Administration /Banking and Finance (A2512A)	Justification of need in the job market. Survey results indicate 102 full-time positions currently available; 32 full-time for the first class and 40 for the second graduating class.
Forsyth Technical Community College	Environmental Science Technology (A20140)	Justification of need in the job market. Survey results indicate 13 full-time positions currently available; 37 full-time for the first class and 70 for the second graduating class.
<b>March 20, 2009</b>		
Haywood Community College	Low Impact Development (A40290)*	Justification of need in the job market. Survey results indicate 15 full-time positions currently available; 60 full-time for the first class and 60 for the second graduating class.
Randolph Community College	Industrial Engineering Technology (A40240)	Justification of need in the job market. Survey results indicate 8 full-time positions currently available; 21 full-time for the first class and 19 for the second graduating class.
<b>April 17, 2009</b>		
Blue Ridge Community College	Fire Protection Technology (A55240)	Justification of need in the job market. Survey results indicate 17 full-time positions currently available; 34 full-time for the first class and 66 for the second graduating class.

<b>Appendix A: Standard Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Title and Code</b>	<b>Rationale for Approval</b>
Blue Ridge Community College	Office Administration/Virtual Office Assistance (A2537B)	Justification of need in the job market. Survey results indicate 17 full-time positions currently available; 38 full-time for the first class and 48 for the second graduating class.
Craven Community College	Manufacturing Technology/ Composites (A5032D)	Justification of need in the job market. Survey results indicate 10 full-time positions currently available; 201 full-time for the first class and 61 for the second graduating class.
Western Piedmont Community College	Simulation and Game Development (A25450)	Justification of need in the job market. Survey results indicate 22 full-time positions currently available; 34 full-time for the first class and 38 for the second graduating class.
<b>May 15, 2009</b>		
Blue Ridge Community College	Accounting (A25100)	Justification of need in the job market. Survey results indicate 8 full-time positions currently available; 28 full-time for the first class and 20 for the second graduating class.
Blue Ridge Community College	Film and Video Production Technology (A30140)	Justification of need in the job market. Survey results indicate 12 full-time positions currently available; 36-55 full-time for the first class and 24-55 for the second graduating class.
Blue Ridge Community College	Simulation and Game Development (A25450)	Justification of need in the job market. Survey results indicate 41 full-time positions currently available; 17 full-time for the first class and 22 for the second graduating class.
Central Piedmont Community College	Sustainability Technologies (A40370)*	Justification of need in the job market. Survey results indicate 311 full-time positions currently available; 341 full-time for the first class and 304 for the second graduating class.
Edgecombe Community College	Magnetic Resonance Imaging (A45800)	Justification of need in the job market. Survey results indicate 5 full-time positions currently available; 17 full-time for the first class and 11 for the second graduating class.
Guilford Technical Community College	Nursing Assistant (Certificate) (C45480)	Justification of need in the job market. Survey results indicate 49 full-time positions currently available; 164 full-time for the first class and 198 for the second graduating class.
Mitchell Community College	Business Administration/Human Resources Management (A2512C)	Justification of need in the job market. Survey results indicate 6 full-time positions currently available; 21 full-time for the first class and 14 for the second graduating class.

<b>Appendix A: Standard Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Title and Code</b>	<b>Rationale for Approval</b>
Vance-Granville Community College	Global Logistics Technology (A25170)	Justification of need in the job market. Survey results indicate 16 full-time positions currently available; 24 full-time for the first class and 16 for the second graduating class.
<b>July 17, 2009</b>		
Central Piedmont Community College	Computer Technology Integration (A25500)*	Justification of need in the job market. Survey results indicate 101 full-time positions currently available; 135 full-time for the first class and 201 for the second graduating class.
Fayetteville Technical Community College	Simulation and Game Development (A25450)	Justification of need in the job market. Survey results indicate 18 full-time positions currently available; 25 full-time for the first class and 50 for the second graduating class.
Fayetteville Technical Community College	Therapeutic Massage (A45750)	Justification of need in the job market. Survey results indicate 27 full-time positions currently available; 34-40 full-time for the first class and 39-43 for the second graduating class.
Tri-County Community College	Human Services Technology (A45380)	Justification of need in the job market. Survey results indicate 4 full-time positions currently available; 17 full-time for the first class and 31 for the second graduating class.
<b>August 21, 2009</b>		
Tri-County Community College	Therapeutic Massage (A45750)	Justification of need in the job market. Survey results indicate 10 full-time positions currently available; 17 full-time for the first class and 7 for the second graduating class.
<b>October 16, 2009</b>		
Davidson County Community College	Business Administration /Logistics Management (A2512E)	Justification of need in the job market. Survey results indicate 4 full-time positions currently available; 22-34 full-time for the first class and 32-47 for the second graduating class.
<b>November 20, 2009</b>		
Wilkes Community College	Applied Engineering Technology (A40130)*	Justification of need in the job market. Survey results indicate 0 full-time positions currently available; 26 full-time for the first class and 50 for the second graduating class.



## **Appendix B:**

### **Special Curriculum Program Approvals by SBCC Date**

<b>Appendix B: Special Curriculum Program Approvals by SBCC Date</b>	
<b>Community College</b>	<b>Curriculum Name and Code</b>
<b>January 16, 2009</b>	
Surry Community College	Entrepreneurship (A25490)
<b>March 20, 2009</b>	
Southwestern Community College	Entrepreneurship (A25490)
<b>April 17, 2009</b>	
Fayetteville Technical Community College	Esthetics Technology (Certificate) (C55230)
Tri-County Community College	Entrepreneurship (A25490)
<b>May 15, 2009</b>	
Cape Fear Community College	Medical Office Administration (A25310)
Carteret Community College	Infant/Toddler Care (Certificate) (C55290)
Wilson Community College	Medical Office Administration (A25310)
<b>July 17, 2009</b>	
Catawba Valley Community College	Medical Office Administration (A25310)
Cleveland Community College	Entrepreneurship (A25490)
Edgecombe Community College	Esthetics Instructor (Certificate) (C55270)
Edgecombe Community College	Manicuring Instructor (Certificate) (C55380)
Edgecombe Community College	Medical Office Administration (A25310)
Pamlico Community College	Entrepreneurship (A25490)
Pamlico Community College	Welding Technology (A50420)
Sampson Community College	Medical Office Administration (A25310)
<b>August 21, 2009</b>	
Cleveland Community College	Esthetics Instructor (Certificate) (C55270)
Isothermal Community College	Entrepreneurship (A25490)
Pamlico Community College	Business Administration/Electronic Commerce (A2512I)
<b>November 20, 2009</b>	
Surry Community College	Infant/Toddler Care (Certificate) (C55290)

## **Appendix C:**

### **Curriculum Program Approvals by Written Request by SBCC Date**

**Appendix C: Curriculum Program Approvals by Written Request by SBCC Date**

<b>Community College</b>	<b>Curriculum Title Code</b>
<b>May 15, 2009</b>	
Mayland Community College	Associate in Fine Arts (AFA) (A10200)
<b>June 19, 2009</b>	
Rowan-Cabarrus Community College	Associate in General Education (AGE) (A10300)

## **Appendix D:**

### **Curriculum Program Terminations by SBCC Date**

### Appendix D: Curriculum Program Terminations by SBCC Date

Community College	Curriculum Name and Code	College Rationale for Termination
<b>January 16, 2009</b>		
Central Carolina Community College	Community Journalism (A30150)	Low Enrollment: The program is not supported by the job market.
Surry Community College	Agribusiness Technology (A15100)	Low Enrollment: Student cohort is not large enough to sustain this program.
Surry Community College	Applied Animal Science Technology (A15280)	Low Enrollment: Student cohort is not large enough to sustain this program.
Surry Community College	Business Administration/Electronic Commerce (A2512I)	Low Enrollment: Students educational needs are being met by the Business Administration degree.
<b>March 20, 2009</b>		
Cape Fear Community College	Office Administration (A25370)	Low Enrollment: The market for administrative secretarial positions is fairly flat with no significant number of positions becoming available in the near future.
Craven Community College	Web Technologies (A25290)	Low Enrollment: Industry has identified the need for specific web programming skills required for basic IT competencies. There are relatively few students enrolled in the program; courses are populated by students who take the WEB classes to complement other skills in Programming and Computer Information Technology.
Rowan-Cabarrus Community College	Industrial Systems Technology (A50240)	Low Enrollment: The program had low to no enrollment for several years after the loss of a textile manufacturing company in the service area and the introduction of the Industrial Engineering Technology program.
<b>April 17, 2009</b>		
Caldwell Community College and Technical Institute	Occupational Therapy Assistant (A45500)	No Enrollment: Local business and industry indicate that there is no demand for these graduates.
Caldwell Community College and Technical Institute	Pharmacy Technology (A45580)	No Enrollment: Local business and industry market indicate that there is not a need for continuation of this program.

Craven Community College	Air Conditioning, Heating & Refrigeration Technology (A35100)	Low Enrollment: Industry identified need for more quickly getting students trained and into the workplace. Moved program to continuing education.
Craven Community College	Industrial Systems Technology (A50240)	Low Enrollment: With the exception of one course, it was not a discrete program itself but rather a by-product of two other programs which drained students from those majors.
<b>May 15, 2009</b>		
Beaufort County Community College	Environmental Science Technology (A20140)	No Enrollment: Loss of credentialed instructor preference by NC Department of Environment and Natural Resources to hire four-year graduates, decline in applications, new facilities for program at Pamlico Community College; budget constraints that necessitated the college to focus on resources on programs in greater demand.
Beaufort County Community College	Heavy Equipment and Transport Technology/ Agricultural Systems (A6024A)	No Enrollment: Declining employment opportunities in the agriculture field necessitated the need for the college to explore offering another HEATT program (Construction Equipment Systems) with the potential of providing more employment opportunities in the surrounding area.
Beaufort County Community College	Human Services Technology/Social Services (A4538D)	Other: The local advisory committee recommended offering the parent program Human Services Technology (A45380) because it was a more appropriate match for the jobs in their service area.
Beaufort County Community College	Industrial Systems Technology (A50240)	No Enrollment: Decline in manufacturing employment opportunities in the area.
Beaufort County Community College	Machining Technology (A50300)	Low Enrollment: Due to low enrollment, the Machining Technology program was terminated and replaced with the Mechanical Engineering Technology (A40320) program where emphasis is placed on production/ manufacturing skills. Graduates can meet the requirements for machining, production and planning and are better qualified for employment in the service area.
Brunswick Community College	Web Technologies (A25290)	No Enrollment: Employment in the college service area does not require formal instruction in web design or related services.

Haywood Community College	Telecommunications and Network Engineering Technology (A40400)	No Enrollment: The program was replaced with Networking Technology (A25340).
Martin Community College	Business Administration/ Electronic Commerce (A2512I)	Low Enrollment: No opportunity for employment in the service area.
<b>July 17, 2009</b>		
Alamance Community College	Basic Law Enforcement Training (Certificate) (C55120)	Other: Moved the program to Continuing Education.
Central Piedmont Community College	Data Entry (Certificate) (C25160)	Other: Program is not a viable curriculum with the existing core courses. Students have the option to learn the competencies of this certificate by taking other courses and/or local certificates.
Craven Community College	General Occupational Technology (A55280)	Low Enrollment: Degree formerly used and accepted by the Fleet Readiness Center (operated by the US Navy). The center is now recommending degrees in more specific majors
Guilford Technical Community College	Esthetics Technology (Certificate) (C55230)	No Enrollment: There has been no enrollment in the past two years. Students enroll in the cosmetology program.
Johnston Community College	Business Administration/ International Business (A2512D)	Low Enrollment: Students showed interest prior to implementation of the program. However, after implementation, this program has not had any full-time students.
Johnston Community College	Phlebotomy (Certificate) (C45600)	Low Enrollment: The college feels at this time that students interested in Phlebotomy would be best served through Continuing Education. These students have problems with related coursework required for the curriculum program.
Johnston Community College	Web Technologies (A25290)	Low Enrollment: This program struggled with adequate enrollment for several years. When studied by the college, it was concluded that there was too much competition in Computer Science study areas. Since termination, the Networking and Computing Programming degrees have absorbed the students with an interest in this area.
Pitt Community College	Masonry (Diploma) (D35280)	Low Enrollment. Program enrollment has been declining for past four years. While jobs are available, it is hard to attract students to the program.



**August 21, 2009**

Wake Technical Community College	Industrial Systems Technology (A50240)	Low Enrollment: The program was started during the transition into the semester system. The program was promoted and advertised whenever possible, but was never able to sustain a reasonable number of students in the program or industry support for the program.
Wake Technical Community College	Machining Technology/Tool, Die, and Mold Making (A5030A)	Low Enrollment: The majority of manufacturing jobs in Tool, Die and Mold Making moved out of the service area. The Tool, Die and Mold Making program was promoted and advertised whenever possible, but was never able to sustain a reasonable number of students in the program or industry support for the program.

**September 18, 2009**

Caldwell Community College and Technical Institute	Business Administration/ Electronic Commerce (A2512I)	Low Enrollment: Inability of students to find employment in the service area.
Caldwell Community College and Technical Institute	Computed Tomography & Magnetic Resonance Imaging Technology (Diploma) (D45200)	Low Enrollment: North Carolina does not have regulations requiring formal training for advanced certification in Computed Tomography & Magnetic Resonance Imaging Technology. Students are not willing to delay employment for one or two semesters to acquire skills that are available through on-the-job training.
Caldwell Community College and Technical Institute	Furniture Upholstery (Diploma) (D50220)	Low Enrollment: No demand in county for upholstering skills as furniture plants have closed.
Caldwell Community College and Technical Institute	Heavy Equipment and Transport Technology (A60240)	No Enrollment: Low demand in the county coupled with high cost to purchase the latest diagnostic equipment caused the lack of enrollment.
Caldwell Community College and Technical Institute	Industrial Management Technology (D50260)	No Enrollment: Low demand in the county. The county is moving away from industrial based work force to service related industries.
Caldwell Community College and Technical Institute	Machining Technology (A50300)	No Enrollment: As companies have shut down or relocated facilities, the county no longer has the need or demand for machinists.
Caldwell Community College and Technical Institute	Machining Technology/Tool, Die, and Mold Making (A5030A)	No Enrollment: As companies have shut down or relocated facilities, the county no longer has the need or demand for machinists.

Caldwell Community College and Technical Institute	Real Estate (A25400)	Low Enrollment: The college currently meets the local demand for real estate through continuing education.
Caldwell Community College and Technical Institute	Surveying Technology (A40380)	No Enrollment: No demand for surveyors as jobs are few.
Caldwell Community College and Technical Institute	Welding Technology (A50420)	Low Enrollment: There is a low demand in the county for welders as jobs are few. The college plans to move the program to continuing education.
<b>October 16, 2009</b>		
Gaston College	Industrial Engineering Technology (A40240)	Low Enrollment: Low demand in the county. The county has lost industry which has resulted in declining enrollment.
Stanly Community College	Business Administration/ Electronic Commerce (A2512I)	No Enrollment: Updating the Business Administration program providing the local need for electronic commerce skills.
Stanly Community College	Health Care Technology (Certificate) (C45350)	No Enrollment. The local job market no longer supports the certificate. The college plans to move the program to continuing education.
Stanly Community College	Healthcare Management Technology (A25200)	No Enrollment: Local market no longer supported the need for the program. The program was competing with the Medical Assisting program.
Stanly Community College	Horticulture Technology (A15240)	No Enrollment: An Associate in Applied Science is not required for local job market.
Stanly Community College	Industrial Management Technology (A50260)	No Enrollment: Low demand in the county. The county is moving away from an industrial-based workforce to service related industries.
Stanly Community College	Machining Technology (A50300)	No Enrollment: As companies have shut down or relocated facilities, the county no longer has the need or demand for machinists.
Stanly Community College	Mechanical Engineering Technology (A40320)	No Enrollment: As companies have shut down or relocated facilities, the county no longer has the need or demand for machinists.
Stanly Community College	Occupational Therapy Assistant (A45500)	Other: No jobs available for graduates in this area.
Stanly Community College	Office Administration (A25370)	No Enrollment: Closed the program due to local job market. Required more computer information technology based skills.
Stanly Community College	Physical Therapist Assistant (1+1) (A45640)	Other: No jobs available for graduates in this area.

Stanly Community College	Real Estate (A25400)	No Enrollment: Moved the program to continuing education.
Stanly Community College	Welding Technology (A50420)	No Enrollment: Local job market no longer supports the Associate in Applied Science degree.
Wilson Community College	Dialysis Technology (Diploma) (D45300)	Low Enrollment: College plans to move the program to continuing education.

## **Appendix E: Curriculum Program Titles Eligible for the Special Curriculum Program Application Process**

**The following curriculums have been approved by the State Board of Community Colleges for the Special Application process:**

- Community Spanish Interpreter (A55370)
- Entrepreneurship (A25490)
- Industrial Systems Technology (A50240)
- Infant/Toddler Care (Certificate)(C55290)
- Information Systems Security (A25270)
- Lateral Entry (Certificate)(C55430)
- Low Impact Development (A40290)
- Medical Office Administration (A25310)
- Networking Technology (A25340)
- Sustainability Technologies (A40370)
- Web Technologies (A25290)
- Welding Technology (A50420)

**The following curriculums have been approved by the State Board of Community Colleges for the Special Application process but require that the college have prior approval for the Cosmetology (A55140) program:**

- Cosmetology Instructor (Certificate)(C55160)
- Esthetics Instructor (Certificate)(C55270)
- Esthetics Technology (Certificate)(C55230)
- Manicuring Instructor (Certificate)(C55380)
- Manicuring/Nail Technology (Certificate)(C55400)

**The following curriculums have been approved by the State Board of Community Colleges for the Special Application process but require that the college have prior approval for the Early Childhood Associate (A55220) program:**

- Early Childhood Associate/Special Education (A5522A)
- Early Childhood Associate/Teacher Associate (A5522B)

**The following curriculum has been approved by the State Board of Community Colleges for the Special Application process but requires that the college have prior approval for the Business Administration (A25120) program:**

- Business Administration/Electronic Commerce (A2512I)

**The following curriculum has been approved by the State Board of Community Colleges for the Special Application process but requires that the college have prior approval for the Associate Degree Real Estate (A25400) program:**

- Real Estate Licensing (Certificate) (C25480)

**The following curriculum has been approved by the State Board of Community Colleges for the Special Application process but requires that the college have prior approval for the Human Services Technology (A45380) program:**

- Human Services Technology/Social Services (A4538D)

## Appendix F: The North Carolina Community College Curriculum Application Process

### Curriculum Program Approval Processes Overview

Colleges must have prior State Board of Community Colleges approval to offer a curriculum program. The State Board is authorized in Rule 23 NCAC 02E .0201 to approve programs consistent with the System's mission. The mission of the North Carolina Community College System, as stated in Rule 23 NCAC 2B.0104, is to provide adults in North Carolina with learning opportunities consistent with identified student and community needs. Colleges in the System plan, develop, and implement, curriculum programs consistent with their local mission to provide learning experiences for adults and ultimately enhance the workforce of North Carolina.

The approval processes include curriculum applications (standard or special) or letters of request, depending on the program type.

In order for a college to receive approval for a curriculum program that is new to the System they must submit a **standard curriculum program application**. This application process is also required for all associate in applied science, diploma, and certificate programs that are not identified as a program that has an immediate or critical need.

The State Board of Community Colleges has delegated to the President of the North Carolina Community College System the authority to grant approval to colleges to offer selected curriculum programs. This approval is limited to programs in which there is an immediate or critical need for graduates; therefore, allowing colleges to respond to industry needs in a timely manner. Colleges must submit a **special curriculum program application** and receive approval from the System President prior to offering the program (Please see *Appendix: Curriculum Program Titles Eligible for the Special Curriculum Program Application Process*).

Approval to offer Associate in General Education (AGE) programs, General Occupational Technology (GOT) programs, and College Transfer programs (Associate in Arts, Associate in Fine Arts, and Associate in Science) is granted by the System President. To gain program approval the college president must submit a **request in writing** to the President of the North Carolina Community College System.

<b>Curriculum Program Approval Processes</b>	
<b>Standard Curriculum Application Process</b>	<b>Special Curriculum Application Process</b>
<p><b>Definition:</b>  The standard application process is followed for curriculum programs that are new to the System or existing programs that have not been identified as an immediate or critical need (including concentrations). The application process includes the following:</p>	<p><b>Definition:</b>  A shortened, "special" curriculum application is allowed for certain programs when there is an immediate or critical need for graduates of those programs; it is also allowed in order to comply with a change in licensure requirements by outside agencies. These curriculum programs are already being offered within the System. The special application process includes the following:</p>
<p><b>I. Institutional Certification</b>  The President and Board of Trustees Chair of the applying college must certify that the program will enhance the workforce of North Carolina, will provide educational and training opportunities consistent with the mission of the college and will not duplicate the opportunities currently offered. The certification must further state that the applying college has assessed the need for the proposed program and has the resources required to maintain a viable program; and, certifies that the college can operate the program efficiently and effectively within the resources available to the college.</p>	<p><b>I. Institutional Certification</b>  The President and Board of Trustees Chair of the applying college must certify that the program will enhance the workforce of North Carolina, will provide educational and training opportunities consistent with the mission of the college and will not duplicate the opportunities currently offered at their institution or surrounding institutions. The certification must further state that the applying college has assessed the need for the proposed program; has the resources required to maintain a viable program; and, certifies that the college can operate the program efficiently and effectively within the resources available to the college.</p>
<p><b>II. Program Planning:</b>  <b>Six Components</b></p> <ol style="list-style-type: none"> <li>1. Identify the planning area.</li> <li>2. Discuss the purpose of the proposed program and how it relates to the mission, workforce training, and Institutional Effectiveness Plan.</li> <li>3. Notify all community college presidents, chief academic officers, and the VP of Academic &amp; Student Services.</li> <li>4. Invite colleges and System Office staff to participate in planning.</li> <li>5. Define reasonable commuting distance for the community.</li> <li>6. Complete an Employment Availability Survey.</li> </ol>	<p><b>II. Program Planning:</b>  This is not a required component of the application, however, it is expected that colleges will engage in local program planning to determine how the program relates to their mission, workforce, training, and institutional effectiveness plan.</p>

<b>Curriculum Program Approval Processes</b>	
<b>Standard Curriculum Application Process</b>	<b>Special Curriculum Application Process</b>
<p><b>III. Impact of Proposed Program: Five Components</b></p> <ol style="list-style-type: none"> <li>1. List any colleges with same or similar program, which are located within a reasonable commuting distance. Describe potential program impact and describe planning efforts with these colleges.</li> <li>2. List any colleges with the same or similar program, outside of the reasonable commuting distance. Describe potential program impact and planning efforts with these colleges.</li> <li>3. Send all identified colleges an Impact Assessment Form. The form should include the applying college's assessment of potential impact upon existing programs.</li> <li>4. If negative impact assessments are received, provide further justification for the proposed program. Colleges are required to seek resolution of disagreements of impact.</li> <li>5. If resolution is not achieved, the VP of Academic and Student Services will refer the issue to the System President. If the issue remains unresolved, the president(s) may request a hearing by the Program Committee for a recommendation to the full State Board.</li> </ol>	<p><b>III. Impact of Proposed Program:</b>  The perceived System-wide impact of programs approved through the special application process is <u>minimal</u>.</p>
<p><b>IV. Feasibility Plan (not required for concentrations): Eight Components</b></p> <ol style="list-style-type: none"> <li>1. Document potential student enrollment (survey required).</li> <li>2. Provide projected full and part-time enrollments.</li> <li>3. Describe the availability of facilities to accommodate program.</li> <li>4. Attach a list of equipment needed to support program.</li> <li>5. Describe specific requirements of the proposed program (admission,</li> </ol>	<p><b>IV. Feasibility Plan:</b>  In order for a program to be approved through the special application process, it must be determined that there is an urgent and/or critical need for the program, or a change in licensure requirements.</p>



<b>Curriculum Program Approval Processes</b>	
<b>Standard Curriculum Application Process</b>	<b>Special Curriculum Application Process</b>
<p>accreditation, clinical site, instructor, library etc.).</p> <ol style="list-style-type: none"> <li>Estimate the cost associated with the proposed program (start-up and ongoing).</li> <li>Describe the college's plan for obtaining the funds necessary to initiate and maintain a viable program over a three-year period.</li> <li>Provide additional documentation if the program is justified by other data.</li> </ol>	
<p><b>V. Implementation of Collaborative Plan: Two Components</b></p> <ol style="list-style-type: none"> <li>Include description of collaborative arrangements with other colleges (if applicable).</li> <li>Attach an instructional service agreement (if applicable) which complies with Rule 23 NCAC 2E.0604.</li> </ol>	<p><b>V. Implementation of Collaborative Plan:</b> (Not required)</p>
<p><b>VI. Curriculum Design: Five Components</b></p> <ol style="list-style-type: none"> <li>List major job competencies used to design the curriculum and describe the process used to identify the job competencies.</li> <li>Attach the current or proposed curriculum standard.</li> <li>Attach the proposed program of study.</li> <li>Attach the proposed curriculum model.</li> <li>Attach proposed courses if the curriculum is new to the System.</li> </ol>	<p><b>VI. Curriculum Design: Three Components</b></p> <ol style="list-style-type: none"> <li>Attach current curriculum standard.</li> <li>Attach the proposed curriculum program of study (POS).</li> <li>Attach the proposed curriculum model.</li> </ol>

## **Appendix G: Contact Information**

For information regarding the content of this report, please contact the following individuals:

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