



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

February 8, 2002

MEMORANDUM

TO: Community College Presidents

FROM: Stephanie Deese, Director, Workforce Initiatives
Division of Economic and Workforce Development

SUBJECT: College Staff Responsible for **NC STARS** (www.ncstars.org)

Several months ago, correspondence was sent to each of you regarding curriculum programs and the application process necessary in order to be determined an eligible training provider under the Workforce Investment Act (WIA). The North Carolina Community College System partnered with the Employment Security Commission (Labor Market Information Division) to develop an on-line application process for the WIA eligible training providers. At the state level, community college curriculum program descriptions were electronically transferred to the Employment Security Commission and deposited into a data repository for the WIA. This system is called the North Carolina State Training, Accountability and Reporting System (NC STARS). Basically, the repository has curriculum programs offered by each college, some continuing education program offerings, college administrative information, a blanket tuition statement, and links to the college's website. We are presently working on how to use the data that is submitted from the NCCCS to the North Carolina Common Follow-up System (CFS) to populate the performance data pages into the NC STARS website. As a result of the creation of this system, each community college was assigned a unique password and user name. Previous correspondence included your password and user identification in order to access the NC STARS system. You will need this information to make changes or edit programs that you are offering. You may change your password, but the user name cannot be changed. Additionally, there are other data items in NC STARS that you might want to fill out that are unique to your college.

If your college has continuing education program offerings or additional curriculum offerings that are not included in NC STARS that you want to make available for receipt of WIA tuition vouchers, we ask that your college complete the on-line application for **each** continuing education course that you wish to offer under WIA. You may add your own offerings using the passwords and user names previously assigned.

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We are at the point in the development of this system, that all information that can be transferred from the state level has been transferred into the NC STARS system. We are requesting that each college identify a staff person on campus responsible for updating and maintaining the NC STARS web site and college offerings unique to each college. Please use the attached FAX form to identify the staff person responsible for updating and maintaining the NC STARS web site pertaining to your college's information and fax it back to me by February 22, 2002.

Please feel free to browse the web site at www.ncstars.org. If you should have any questions, please call me at 919-733-7051, ext. 456, or e-mail deeses@ncccs.cc.nc.us.

Attachment

c: CC Chief Academic Officers

CC WIA Contacts

CC Deans of Continuing Education

Workforce Development Board Directors

CC02-027
Paper Copy
E-mail

FAX FORM

TO: STEPHANIE DEESE

FAX: 919 715-5796

COLLEGE RESPONDING:

**DESIGNATED STAFF PERSON RESPONSIBLE
FOR NC STARS UPDATE:**

Name: _____

Title: _____

Address: _____

Phone: _____

Fax: _____

e-mail address: _____

**RETURN TO STEPHANIE DEESE
NCCCS
BY FEBRUARY 22, 2002**