



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

May 23, 2007

RESPONSE DEADLINE: June 7, 2007

MEMORANDUM

TO: Chief Academic Officers
Selected Colleges With Prison Foodservice Technology Programs

FROM: Delores A. Parker, Vice President
Academic and Student Services

SUBJECT: Instructions for Filing Program of Study Revisions – Foodservice Technology

On Friday, May 18, the State Board of Community Colleges approved the attached revision to the Foodservice Technology (Diploma) (D55250) program, which your college is approved to offer in a Department of Correction, Division of Prisons facility. The effective term is Fall 2007.

The next step is for your college to submit a revised program of study using the attached form.

Please note that your college may not implement the new program of study prior to receiving State Board approval, per 23 NCAC 02E.0403. Programs of study to be offered in a captive setting cannot be entered electronically; therefore, the attached form should be used to indicate the courses that will comprise your new certificate or diploma program of study for Foodservice Technology (please file at the highest level you intend to offer).

Because this standard revision is part of a special initiative with the Department of Correction and the Department of Labor, we would like to seek approval for all college programs of study as a group, if possible, at the State Board meeting on July 20. To achieve this, **we request that program of study revisions be submitted to Tracy McPherson, Program Coordinator, Criminal Justice and Correctional Education, by Thursday, June 7.** The form may be faxed to (919) 807-7164.

Thank you for your continued support of this initiative. If you have any questions, please contact Tracy McPherson at (919) 807-7117 or mcpheasant@ncccommunitycolleges.edu.

Attachments

DAP/EL/tm

c: Presidents
Dr. Judith C. Mann
Dr. Edith Lang
Ms. Tracy McPherson

S07-022
Email

MAILING ADDRESS: 5016 MAIL SERVICE CENTER ~ RALEIGH, NC 27699-5016

Street Address: 200 West Jones ~ Raleigh, NC 27603 ~ 919-807-7100 ~ Fax 919-807-7164

AN EQUAL OPPORTUNITY EMPLOYER

Foodservice Technology (Diploma) (D55250)
Program of Study Revision Reply Form
 (Fax to Tracy McPherson at 919-807-7164 by June 7, 2007)

College Name:	
Correctional Facility Name:	

Highest Level To Be Offered (Certificate or Diploma):	
Effective Term:	

Program of Study:

General Education (check one -- list courses, if appropriate):

	No , our college does not seek approval for any General Education courses.
	Yes , we would like approval to offer the following General Education courses:

Core Required Courses (Indicate **Yes** or **No** in space below):

	FST 100*	Intro to Foodservice	3 SHC
	FST 101*	Intro to Baking	3 SHC
	FST 102*	Basic Foodservice Skills	8 SHC
	FST 103*	Safety & Sanitation	3 SHC
	FST 105	Menu Planning	5 SHC
	FST 106	Advanced Foodservice Skills	5 SHC
	FST 107	Advanced Baking	3 SHC
	FST 108	Cost Control	3 SHC

* Courses are required for the certificate.

Other Major Hours (check one -- list courses, if appropriate):

	No , our college does not seek approval for any Other Major Hours courses.
	Yes , we would like approval to offer the following Other Major Hours courses:

Developmental Courses (check one -- list courses, if appropriate):

	No , our college does not seek approval for any Developmental courses.
	Yes , we would like approval to offer the following Developmental courses:

Total Semester Hours of Credit for Program: (Not including developmental course hours)	
--	--

I request State Board approval to revise our current program of study, as noted above:

Date:	
Name of Chief Academic Officer:	
Signature of Chief Academic Officer:	

Curriculum Program Title	Foodservice Technology (Diploma)	Code	D55250
Concentration	(not applicable)		

Curriculum Description

The Foodservice Technology curriculum is designed to introduce students to the foodservice industry and prepare them for entry-level positions.

Courses include sanitation and safety, basic and advanced foodservice skills, baking, menu planning, and cost control.

Graduates should qualify for employment as line cooks, prep cooks, or bakers in foodservice settings.

Curriculum Requirements*

- I. General Education.** Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.
- II. Major Hours.** AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work experience, including cooperative education, practicums, and internships, may be included in a degree or diploma program up to a maximum of 8 semester hours and in a certificate program up to a maximum of 2 semester hours. *(see back of page for Major Hours requirements)*
- III. Other Required Hours.** A college may require other subjects or courses to complete graduation requirements. These requirements may include electives, orientation, study skills courses, or other graduation requirements.

	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit in Program	64-76	36-48	12-18

Major Hours

- A. Core.** The subject/course core is comprised of subject areas and/or specific courses which are required for each curriculum program. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the subject/course core of the AAS program.
- B. Concentration** (*if applicable*). A concentration of study must include a minimum of 12 semester hours credit from required subjects and/or courses. The majority of the course credit hours are unique to the concentration. The required subjects and/or courses that make up the concentration of study are in addition to the required subject/course core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours credit may be selected from any prefix listed, with the exception of prefixes listed in the core or concentration. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degree and diploma curriculum programs up to a maximum of 8 semester hours credit and in certificate programs up to a maximum of 2 semester hours credit.

Foodservice Technology (Diploma) D55250			
	AAS	Diploma	Certificate
Minimum Major Hours Required	49SHC	30 SHC	12 SHC
A. CORE <i>Courses required for the certificate are designated with *</i> Required Courses: * FST 100 Intro to Foodservice 3 SHC * FST 101 Intro to Baking 3 SHC * FST 102 Basic Foodservice Skills 8 SHC * FST 103 Safety & Sanitation 3 SHC FST 105 Menu Planning 5 SHC FST 106 Advanced Foodservice Skills 5 SHC FST 107 Advanced Baking 3 SHC FST 108 Cost Control 3 SHC Required Subject Areas: None.		33 SHC	17 SHC
B. CONCENTRATION (<i>Not applicable</i>)			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> CIS, FST and **SPA ** This prefix is limited to a maximum of 3 SHC			