



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

October 16, 2007

RESPONSE DEADLINE: November 5, 2007

MEMORANDUM

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

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

SUBJECT: **November 7th Foodservice Technology Curriculum Development Follow-Up Meeting**

A follow-up meeting of the Foodservice Technology Curriculum Development committee has been scheduled for Wednesday, November 7, 2007 from 9:30 a.m. – 3 p.m. in the Poole Conference Room, N.C. Community College System Office, 200 West Jones Street, Raleigh. The purpose of this memo is to advise you of the meeting and to invite you to send a representative(s).

Please return the attached form by Monday, November 5, indicating if staff from your college will be able to participate in the November 7th meeting. A full agenda and meeting directions will be forwarded to participants prior to the meeting. Please note that free parking is not available at the Caswell Building, so travel authorizations should include approximately \$10 to cover this cost. Box lunches will be catered by the Department of Correction at a cost of approximately \$5.00.

Background

This is an ongoing initiative among the N.C. Community College System; the N.C. Department of Correction, Division of Prisons; and the N.C. Department of Labor, Apprenticeship and Training Bureau. The goal of the project is to align the curriculum to support the Foodservice Technology apprenticeship program that is being developed in the state's correctional system.

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Email

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The Foodservice Technology curriculum development committee, comprised of interested faculty and program coordinators from colleges approved to offer the program, first met November 16, 2006. As a result, Foodservice Technology (Diploma) (D55250) core courses were revised and all participating colleges have updated their programs of study (see numbered memos S06-039 and S07-022).

The next step is to develop and agree upon standardized, minimum course competencies and to develop a recommended textbook/resource list that supports this statewide apprenticeship initiative.

I hope that your college will continue to be involved in this curriculum development project. Participants need not have attended previous meetings to be involved in this ongoing project.

If you have questions, please contact Tracy McPherson, Program Coordinator, Criminal Justice and Correctional Education, at 919-807-7117 or mcpersont@nccommunitycolleges.edu.

DAP/TM/gr

Attachment

c: Presidents
Dr. Judith A. Mann
Ms. Tracy McPherson

S07-048
Email

FAX-BACK REPLY FORM

(Response Deadline: Monday, November 5, 2007)

Please fax to: Gail Robertson
Administrative Assistant, Programs Section
NCCCS Office
Fax Number: 919-807-7164

Foodservice Technology Program Curriculum Development Follow-Up Meeting

Wednesday, November 7, 2007
9:30 a.m. – 3 p.m.

N.C. Community College System Office
(Caswell Building – corner of Jones and McDowell streets)
200 West Jones Street
Raleigh, NC 27603-1379
919-807-7100

- Yes, our college would like to participate in the Foodservice Technology Meeting.
- We are unable to participate, but we look forward to receiving an update after the meeting.

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|---|--|
| Name of College Responding: | |
| Name of Chief Academic Officer: | |
| Signature of Chief Academic Officer: | |
| Date: | |

The following faculty member(s) will be attending:

| | |
|-----------------------|--|
| Name: | |
| Title: | |
| Email Address: | |
| Phone Number: | |

If you wish to have more than one representative attend, please note below or attach an extra sheet with name and contact information.