

# **Curriculum Program Approvals and Terminations**

**January - December 2008**

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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 2008 through December 2008, the State Board of Community Colleges approved, or delegated approval to the President of the North Carolina Community College System, a total of **61** curriculum programs. Of the **61** approved programs, **58** programs were existing curriculum programs, and **3** were new to the System.

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

Nuclear Maintenance Technology (A50390)  
Entrepreneurship (A25490)  
Project Management Technology (A25390)

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 2008 through December 2008 the North Carolina Community College System received program termination requests from **16** colleges. The colleges requested termination of one or more of their curriculum programs resulting in the termination of **71** 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 ..... 3

**Subtotal: 3**

#### Existing System Curriculum Programs

Standard Curriculum Program Applications.....23

Standard Curriculum Program Concentration Applications ..... 9

**Subtotal: 32**

### 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.....17

**Subtotal: 17**

### Curriculum Programs by Written Request

Associate in Fine Arts (AFA) (A10200) ..... 3

Associate in General Education (AGE) (A10300) ..... 4

General Occupational Technology (GOT) (A55280) ..... 2

**Subtotal: 9**

**Total Curriculum Program Approvals.....Grand Total: 61**

## Standard Curriculum Program Approvals by Community College

<b>Asheville-Buncombe Technical Community College</b> .....	<b>1</b>
Medical Assistant (A45400)	
<b>Bladen Community College</b> .....	<b>1</b>
Agribusiness Technology (A15100)	
<b>Brunswick Community College</b> .....	<b>1</b>
Surveying Technology (A40380)	
<b>Cape Fear Community College</b> .....	<b>1</b>
Nuclear Maintenance Technology (A50390)	
<b>Coastal Carolina Community College</b> .....	<b>3</b>
Financial Services (A25330)	
Criminal Justice Technology/Latent Evidence (A5518A)	
Criminal Justice Technology/Financial Crime/Computer Fraud (A5518B)	
<b>Craven Community College</b> .....	<b>1</b>
Health Information Technology (A45360)	
<b>Davidson County Community College</b> .....	<b>1</b>
Human Services Technology (A45380)	
<b>Forsyth Technical Community College</b> .....	<b>4</b>
Human Services Technology/Gerontology (A4538B)	
Landscape Gardening (A15260)	
Pharmacy Technology (A45580)	
Project Management Technology (A25390)	
<b>Gaston College</b> .....	<b>1</b>
Emergency Preparedness Technology (A55420)	
<b>Guilford Technical Community College</b> .....	<b>2</b>
Healthcare Management Technology (A25200)	
Cyber Crime Technology (A55210)	
<b>Haywood Community College</b> .....	<b>2</b>
Entrepreneurship (A25490)	
Therapeutic Massage (A45750)	
<b>Johnston Community College</b> .....	<b>1</b>
Building Construction Technology (A35140)	
<b>Lenoir Community College</b> .....	<b>1</b>
Emergency Medical Science (A45340)	
<b>Pamlico Community College</b> .....	<b>1</b>
Medical Office Administration (A25310)	
<b>Piedmont Community College</b> .....	<b>1</b>
Business Administration /International Business (A2512D)	

<b>Randolph Community College</b> .....	<b>1</b>
Cosmetology (A55140)	
<b>Rowan-Cabarrus Community College</b> .....	<b>1</b>
Mechanical Engineering Technology (A40320)	
<b>Rockingham Community College</b> .....	<b>1</b>
Criminal Justice Technology/Financial Crime/Computer Fraud (A5518B)	
<b>Sandhills Community College</b> .....	<b>1</b>
Digital Media Technology (A25210)	
<b>Southwestern Community College</b> .....	<b>2</b>
Medical Office Administration (A25310)	
Office Systems Technology/Legal (A2536A)	
<b>Tri-County Community College</b> .....	<b>1</b>
Office System Technology/Legal (A2536A)	
<b>Wake Technical Community College</b> .....	<b>4</b>
Baking and Pastry Arts (A55130)	
Heavy Equipment and Transport Technology/Agricultural Systems (A6024A)	
Interior Design (A30220)	
Magnetic Resonance Imaging (A45800)	
<b>Wayne Community College</b> .....	<b>1</b>
Criminal Justice Technology/Latent Evidence (A5518A)	
<b>Western Piedmont Community College</b> .....	<b>1</b>
Professional Crafts: Wood (A30360)	
<b>Total</b> .....	<b>35</b>

**Special Curriculum Program Approvals  
 by Community College**

<b>Asheville-Buncombe Technical Community College</b> .....	<b>1</b>
Entrepreneurship (A25490)	
<b>Brunswick Community College</b> .....	<b>1</b>
Lateral Entry (Certificate) (C55430)	
<b>Catawba Valley Community College</b> .....	<b>1</b>
Entrepreneurship (A25490)	
<b>Davidson County Community College</b> .....	<b>1</b>
Entrepreneurship (A25490)	
<b>Durham Technical Community College</b> .....	<b>1</b>
Entrepreneurship (A25490)	
<b>McDowell Technical Community College</b> .....	<b>1</b>
Web Technologies (A25290)	
<b>Montgomery Community College</b> .....	<b>1</b>
Welding Technology (A50420)	
<b>Randolph Community College</b> .....	<b>1</b>
Entrepreneurship (A25490)	
<b>Richmond Community College</b> .....	<b>2</b>
Entrepreneurship (A25490)	
Welding Technology (A50420)	
<b>Rockingham Community College</b> .....	<b>1</b>
Networking Technology (A25340)	
<b>South Piedmont Community College</b> .....	<b>1</b>
Entrepreneurship (A25490)	
<b>Vance-Granville Community College</b> .....	<b>1</b>
Infant/Toddler Care (Certificate) (C55290)	
<b>Wake Technical Community College</b> .....	<b>2</b>
Lateral Entry (Certificate) (C55430)	
Esthetics Technology (Certificate) (C55230)	
<b>Wilkes Community College</b> .....	<b>1</b>
Infant/Toddler Care (Certificate) (C55290)	
<b>Wilson Community College</b> .....	<b>1</b>
Lateral Entry (Certificate) (C55430)	
<b>Total</b> .....	<b>17</b>

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

<b>Caldwell Community College and Technical Institute</b> .....	<b>1</b>
Associate in General Education (AGE) (A10300)	
<b>Cleveland Community College</b> .....	<b>2</b>
Associate in Fine Arts (AFA) (A10200)	
General Occupational Technology (GOT) (A55280)	
<b>Forsyth Technical Community College</b> .....	<b>1</b>
Associate in General Education (AGE) (A10300)	
<b>Johnston Community College</b> .....	<b>1</b>
General Occupational Technology (GOT) (A55280)	
<b>Pitt Community College</b> .....	<b>1</b>
Associate in Fine Arts (AFA) (A10200)	
<b>Rowan-Cabarrus Community College</b> .....	<b>1</b>
Associate in Fine Arts (AFA) (A10200)	
<b>Stanly Community College</b> .....	<b>1</b>
Associate in General Education (AGE) (A10300)	
<b>Wayne Community College</b> .....	<b>1</b>
Associate in General Education (AGE) (A10300)	
 <b>Total</b> .....	 <b>9</b>

## Curriculum Program Terminations by Community College

<b>Alamance Community College</b> .....	<b>3</b>
Business Administration/Electronic Commerce (A2512I)	
Electronics Technology (A50140)	
Lateral Entry (Certificate) (C55430)	
<b>Craven Community College</b> .....	<b>2</b>
Business Administration/Banking and Finance (A2512A)	
Office Systems Technology/Legal (A2536A)	
<b>Davidson County Community College</b> .....	<b>15</b>
Autobody Repair (Diploma) (D60100)	
Carpentry (Diploma) (D35180)	
Computer Engineering Technology (A40160)	
Cosmetology Instructor (Certificate) (C55160)	
Electrical/Electronics Technology (A35220)	
Esthetics Instructor (Certificate) (C55270)	
Machining Technology (A50300)	
Machining Technology/Tool, Die, and Mold Making (A5030A)	
Manicuring Instructor (Certificate) (C55380)	
Manicuring/Nail Technology (Certificate) (C55400)	
Manufacturing Technology/Plastics (A5032A)	
Masonry (Diploma) (D35280)	
Mechanical Drafting Technology (A50340)	
Office Administration (A25370)	
Office Administration/Legal (A2537A)	
<b>Guilford Technical Community College</b> .....	<b>9</b>
Business Administration/Banking & Finance (A2512A)	
Business Administration/Customer Services (A2512B)	
Business Administration/Electronic Commerce (A2512I)	
Business Administration/Operations Management (A2512G)	
Central Sterile Processing (Diploma) (D45180)	
Chemical Process Technology (A50110)	
Electronic Servicing Technology (A50120)	
Manicuring Instructor (Certificate) (C55380)	
Office Systems Technology/Legal (A2536A)	
<b>Halifax Community College</b> .....	<b>3</b>
Business Administration/Electronic Commerce (A2512I)	
Entertainment Technologies (A25190)	
Horticulture (A15240)	

<b>Haywood Community College</b> .....	<b>1</b>
Pulp and Paper Production Technology (A50430)	
<b>James Sprunt Community College</b> .....	<b>1</b>
Phlebotomy (Certificate) C45600)	
<b>Piedmont Community College</b> .....	<b>1</b>
Mechanical Drafting Technology (A50340)	
<b>Pitt Community College</b> .....	<b>14</b>
Business Administration/Electronic Commerce (A2512I)	
Cardiovascular/Vascular Interventional Technology (Diploma) (D45140)	
Early Childhood Education/Teacher Associate (A5522B)	
Electronic Servicing Technology (A50120)	
Heavy Equipment and Transport Technology (A60240)	
Heavy Equipment and Transport Technology/Agricultural Systems (A6024A)	
Industrial Construction Technology (A35260)	
Industrial Construction/Electrical (A3526A)	
Industrial Construction/Mechanical (A3526B)	
Insurance (Certificate) (C25280)	
Phlebotomy (Certificate) (C45600)	
Real Estate (A25400)	
Real Estate Appraisal (A25420)	
Surveying Technology (A40380)	
<b>Randolph Community College</b> .....	<b>1</b>
Early Childhood/Teacher Associate (A5522B)	
<b>Robeson Community College</b> .....	<b>1</b>
Emergency Medical Science (A45340)	
<b>South Piedmont Community College</b> .....	<b>4</b>
Health Information Technology (A45360)	
Medical Transcription (Diploma) (D25320)	
Nursing Assistant (Certificate) (C45480)	
Phlebotomy (Certificate) (C45600)	
<b>Wake Technical Community College</b> .....	<b>5</b>
Automation/Engineering Technology (A40120)	
Manufacturing Technology (A50320)	
Manufacturing Technology/Plastics (A5032A)	
Real Estate Appraisal (A25420)	
Real Estate Licensing (Certificate) (C25480)	
<b>Western Piedmont Community College</b> .....	<b>4</b>
Business Administration/Electronic Commerce (A2512I)	
Carpentry (Diploma) (D35180)	
Nursing Assistant (Certificate) (C45480)	
Real Estate Appraisal (A25420)	

<b>Wilkes Community College</b> .....	<b>2</b>
Broadcasting and Production Technology (A30120)	
Race Car Technology (A60400)	
<b>Wilson Community College</b> .....	<b>5</b>
Esthetics Technology (Certificate) (C55230)	
Industrial Systems Technology (A50240)	
Machining Technology/Tool, Die, and Mold Making (A5030A)	
Machining Technology (A50300)	
Manufacturing Technology-Plastics (A5032A)	
<b>Total Program Terminations</b> .....	<b>71</b>

# Appendices

**Appendix A:**  
Log of Standard Curriculum Program  
Approvals  
by SBCC Date

<b>Appendix A: Log of 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 18, 2008</b>		
Cape Fear Community College	Nuclear Maintenance Technology (A50390)	Justification of need in the job market. Survey results indicate 20 full-time positions currently available; 20 full-time for the first class and 20 for the second graduating class.
Haywood Community College	Entrepreneurship (A25490)	Justification of need in the job market. Survey results indicate 52 full-time positions currently available; 24 full-time for the first class and 24 for the second graduating class.
Wake Technical Community College	Heavy Equipment and Transport Technology/Agricultural Systems (A6024A)	Justification of need in the job market. Survey results indicate 31-32 full-time positions currently available; 50-51 full-time for the first class and 67-68 for the second graduating class.
<b>April 18, 2008</b>		
Bladen Community College	Agribusiness Technology (A15100)	Justification of need in the job market. Survey results indicate 41 full-time positions currently available; 284 full-time for the first class and 375 for the second graduating class.
Brunswick Community College	Surveying Technology (A40380)	Justification of need in the job market. Survey results indicate 15 full-time positions currently available; 22 full-time for the first class and 29 for the second graduating class.
Gaston College	Emergency Preparedness Technology (A55420)	Justification of need in the job market. Survey results indicate 16 full-time positions currently available; 13 full-time for the first class and 25 for the second graduating class.
<b>May 16, 2008</b>		
Asheville-Buncombe Technical Community College	Medical Assistant (A45400)	Justification of need in the job market. Survey results indicate 46 full-time positions currently available; 49 full-time for the first class and 47 for the second graduating class.
Johnston Community College	Building Construction Technology (A35140)	Justification of need in the job market. Survey results indicate 12 full-time positions currently available; 12 full-time for the first class and 12 for the second graduating class.

<b>Appendix A: Log of Standard Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Title and Code</b>	<b>Rationale for Approval</b>
Rowan-Cabarrus Community College	Mechanical Engineering Technology (A40320)	Justification of need in the job market. Survey results indicate 3 full-time positions currently available; 24 full-time for the first class and 26 for the second graduating class.
Sandhills Community College	Digital Media Technology (A25210)	Justification of need in the job market. Survey results indicate 24 full-time positions currently available; 27 full-time for the first class and 42 for the second graduating class.
Tri-County Community College	Office System Technology/Legal (A2536A)	Justification of need in the job market. Survey results indicate 71 full-time positions currently available; 38 full-time for the first class and 50 for the second graduating class.
Wake Technical Community College	Baking and Pastry Arts (A55130)	Justification of need in the job market. Survey results indicate 27 full-time positions currently available; 107 full-time for the first class and 119 for the second graduating class.
Wake Technical Community College	Magnetic Resonance Imaging (A45800)	Justification of need in the job market. Survey results indicate 2 full-time positions currently available; 18 full-time for the first class and 17 for the second graduating class.
Wayne Community College	Criminal Justice Technology/Latent Evidence (A5518A)	Justification of need in the job market. Survey results indicate 36 full-time positions currently available; 34 full-time for the first class and 32 for the second graduating class.
<b>June 20, 2008</b>		
Coastal Carolina Community College	Criminal Justice Technology/Financial Crime/Computer Fraud (A5518B)	Justification of need in the job market. Survey results indicate 30 full-time positions currently available; 38 full-time for the first class and 44 for the second graduating class.
Coastal Carolina Community College	Criminal Justice Technology/Latent Evidence (A5518A)	Justification of need in the job market. Survey results indicate 52 full-time positions currently available; 49 full-time for the first class and 62 for the second graduating class.
Coastal Carolina Community College	Financial Services (A25330)	Justification of need in the job market. Survey results indicate 41 full-time positions currently available; 169 full-time for the first class and 207 for the second graduating class.
Forsyth Technical Community College	Human Services Technology/Gerontology (A4538B)	Justification of need in the job market. Survey results indicate 15 full-time positions currently available; 38 full-time for the first class and 56 for the second graduating class.

<b>Appendix A: Log of Standard Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Title and Code</b>	<b>Rationale for Approval</b>
Guilford Technical Community College	Cyber Crime Technology (A55210)	Justification of need in the job market. Survey results indicate 21 full-time positions currently available; 17 full-time for the first class and 16 for the second graduating class.
Guilford Technical Community College	Healthcare Management Technology (A25200)	Justification of need in the job market. Survey results indicate 33 full-time positions currently available; 56 full-time for the first class and 69 for the second graduating class.
Lenoir Community College	Emergency Medical Science (A45340)	Justification of need in the job market. Survey results indicate 27 full-time positions currently available; 47 full-time for the first class and 61 for the second graduating class.
Pamlico Community College	Medical Office Administration (A25310)	Justification of need in the job market. Survey results indicate 64 full-time positions currently available; 51 full-time for the first class and 55 for the second graduating class.
Piedmont Community College	Business Administration/ International Business (A2512D)	Justification of need in the job market. Survey results indicate 21 full-time positions currently available; 31 full-time for the first class and 51 for the second graduating class.
Wake Technical Community College	Interior Design (A30220)	Justification of need in the job market. Survey results indicate 78 full-time positions currently available; 32 full-time for the first class and 61 for the second graduating class.
Western Piedmont Community College	Professional Crafts: Wood (A30360)	Justification of need in the job market. Survey results indicate 84 contracts currently available; 84 contracts and 3 full-time positions for the first class and 84 contracts and 3 full-time positions for the second graduating class.
<b>July 18, 2008</b>		
Craven Community College	Health Information Technology (A45360)	Justification of need in the job market. Survey results indicate 7-12 full-time positions currently available; 10-19 full-time for the first class and 12-22 for the second graduating class.
Forsyth Technical Community College	Landscape Gardening (A15260)	Justification of need in the job market. Survey results indicate 10 full-time positions currently available; 23 full-time for the first class and 32 for the second graduating class.

<b>Appendix A: Log of Standard Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Title and Code</b>	<b>Rationale for Approval</b>
Forsyth Technical Community College	Project Management Technology (A25390)	Justification of need in the job market. Survey results indicate 28 full-time positions currently available; 50 full-time for the first class and 61 for the second graduating class.
<b>August 15, 2008</b>		
Haywood Community College	Therapeutic Massage (A45750)	Justification of need in the job market. Survey results indicate 3 full-time positions currently available; 28-38 full-time for the first class and 29-36 for the second graduating class.
Southwestern Community College	Medical Office Administration (A25310)	Justification of need in the job market. Survey results indicate 12 full-time positions currently available; 30 full-time for the first class and 33 for the second graduating class.
Southwestern Community College	Office Systems Technology/Legal (A2536A)	Justification of need in the job market. Survey results indicate 19 full-time positions currently available; 24 full-time for the first class and 29 for the second graduating class.
<b>September 19, 2008</b>		
Davidson County Community College	Human Services Technology (A45380)	Justification of need in the job market. Survey results indicate 146 full-time positions currently available; 124 full-time for the first class and 138 for the second graduating class.
Randolph Community College	Cosmetology (A55140)	Justification of need in the job market. Survey results indicate 25 full-time positions currently available; 24 full-time for the first class and 18 for the second graduating class.
<b>November 21, 2008</b>		
Forsyth Technical Community College	Pharmacy Technology (A45580)	Justification of need in the job market. Survey results indicate 49-74 full-time positions currently available; 73 full-time for the first class and 98 for the second graduating class.
Rockingham Community College	Criminal Justice Technology/Financial Crime/Computer Fraud (A5518B)	Justification of need in the job market. Survey results indicate 8 full-time positions currently available; 13 full-time for the first class and 13 for the second graduating class.

**Appendix B:**  
Log of Special Curriculum Program Approvals  
by SBCC Date

<b>Appendix B: Log of Special Curriculum Program Approvals by SBCC Date</b>		
<b>Community College</b>	<b>Curriculum Name and Code</b>	
<b>January 18, 2008</b>		
Wilkes Community College	Infant/Toddler Care (Certificate) (C55290)	
Wilson Community College	Lateral Entry (Certificate) (C55430)	
<b>March 14, 2008</b>		
Brunswick Community College	Lateral Entry (Certificate) (C55430)	
Vance-Granville Community College	Infant/Toddler Care (Certificate) (C55290)	
<b>April 18, 2008</b>		
Rockingham Community College	Networking Technology (A25340)	
<b>May 16, 2008</b>		
Asheville-Buncombe Technical Community College	Entrepreneurship (A25490)	
Catawba Valley Community College	Entrepreneurship (A25490)	
Randolph Community College	Entrepreneurship (A25490)	
<b>June 20, 2008</b>		
South Piedmont Community College	Entrepreneurship (A25490)	
<b>August 15, 2008</b>		
McDowell Technical Community College	Web Technologies (A25290)	
Montgomery Community College	Welding Technology(A50420)	
<b>September 19, 2008</b>		
Durham Technical Community College	Entrepreneurship (A25490)	
<b>October 17, 2008</b>		
Richmond Community College	Entrepreneurship (A25490)	
Richmond Community College	Welding Technology (A50420)	
Wake Technical Community College	Lateral Entry (Certificate) (C55430)	
<b>November 21, 2008</b>		
Davidson County Community College	Entrepreneurship (A25490)	
Wake Technical Community College	Esthetics Technology (Certificate) (C55230)	

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

<b>Appendix C: Log of Curriculum Program Approvals by Written Request by SBCC</b>	
<b>Date</b>	
<b>Community College</b>	<b>Curriculum Title Code</b>
<b>March 14, 2008</b>	
Caldwell Community College & Technical Institute	Associate in General Education (AGE) (A10300)
Pitt Community College	Associate in Fine Arts (AFA) (A10200)
Stanly Community College	Associate in General Education (AGE) (A10300)
<b>June 20, 2008</b>	
Forsyth Technical Community College	Associate in General Education (AGE) (A10300)
<b>July 18, 2008</b>	
Cleveland Community College	General Occupational Technology (GOT) (A55280)
<b>September 19, 2008</b>	
Cleveland Community College	Associate in Fine Arts (AFA) (A10200)
Johnston Community College	General Occupational Technology (GOT) (A55280)
Wayne Community College	Associate in General Education (AGE) (A10300)
<b>November 21, 2008</b>	
Rowan-Cabarrus Community College	Associate in Fine Arts (AFA) (A10200)

**Appendix D:**  
Log of Curriculum Program Terminations by  
SBCC Date

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

Community College	Curriculum Name and Code	Rationale for Termination
<b>January 18, 2008</b>		
Davidson County Community College	Manufacturing Technology/Plastics (A5032A)	Low Enrollment: Changes in community need for jobs in this field. A major manufacturer pulled out of the area and continuing education is picking up the slack.
Guilford Technical Community College	Business Administration/Banking and Finance (A2512A)	No Enrollment: This curriculum has not been offered at GTCC since 2002. Two year associate degree jobs are located in the Charlotte area rather than the central Piedmont. Moved teller training to Quick Jobs in Continuing Education.
Guilford Technical Community College	Business Administration/ Customer Service (A2512B)	Low Enrollment: This curriculum has not been offered at GTCC since 2002. Moved program to Quick Jobs in Continuing Education.
Guilford Technical Community College	Business Administration/ Electronic Commerce (A2512I)	No Enrollment: This curriculum has not been offered at GTCC since prior to 1999. Logistical emphasis needed by local industry. Started Logistics Program to take care of this need.
Guilford Technical Community College	Business Administration/ Operations Management (A2512G)	No Enrollment: This curriculum has not been offered at GTCC since 2002. Program had a manufacturing focus. These jobs have been lost to this area so there is no longer a need to offer this program.
Guilford Technical Community College	Central Sterile Processing (Diploma) (D45180)	No Enrollment: This curriculum has not been offered at GTCC since 2002 related to student interest. The program has been moved to Occupational Extension where it can be offered on an as needed basis for employees of the local health facilities. They have not had any request for training.
Guilford Technical Community College	Chemical Process Technology (A50110)	Low Enrollment: Lack of student interest and community need; program ended spring 2007.
Guilford Technical Community College	Electronic Servicing Technology (A50120)	Low Enrollment: Major curriculum components are taught by Continuing Education Department and meet the needs of employers.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

	<b>Community College</b>	<b>Curriculum Name and Code</b>	<b>Rationale for Termination</b>
	Guilford Technical Community College	Manicuring Instructor (Certificate) (C55380)	Low Enrollment: This program has not been offered at GTCC since 2000 due to lack of space for program implementation.
	Guilford Technical Community College	Office Systems Technology/Legal (A2536A)	No Enrollment: This curriculum has not been offered at GTCC since prior to 1999. State regulations changed so that law offices need paralegals. Started Paralegal Program as an alternative.
	James Sprunt Community College	Phlebotomy (Certificate) (C45600)	Other: Phlebotomy Program has been inactive for one year. College meets community needs through their Medical Assistance Program. MED-159 addresses Phlebotomy. Unable to hire a qualified program director for the part-time Phlebotomy program.
	Pitt Community College	Electronic Servicing Technology (A50120)	Low Enrollment: Enrollment has been in decline for past four years.
	Pitt Community College	Industrial Construction Technology (A35260)	Low Enrollment: Enrollment has been in decline for past four years due to slow down in industrial construction industry. Employer needs are being met through the college's Industrial Systems, Welding, and Building Construction Technologies programs.
	Western Piedmont Community College	Real Estate Appraisal (A25420)	No Enrollment: Lack of qualified faculty available to teach the REA classes. In addition, budget limitations prohibited the college from hiring a fulltime coordinator for the program
	Wilson Community College	Machining Technology/Tool, Die, and Mold Making (A5030A)	Low Enrollment: Lack of industry demand and competition from programs at other community colleges.
<b>March 14, 2008</b>			
	Craven Community College	Business Administration/Banking and Finance (A2512A)	Low Enrollment: Local employers reported that program does not add significant value for graduates in the local job market.
	Craven Community College	Office Systems Technology/Legal (A2536A)	Low Enrollment: Employers do not give any preference to graduates in hiring. Students can find jobs in law offices without the degree or any program training.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

<b>Community College</b>	<b>Curriculum Name and Code</b>	<b>Rationale for Termination</b>
Pitt Community College	Business Administration/ Electronic Commerce (A2512I)	No Enrollment: Job availability decreased in the area; there was competition from the Internet Technologies program; and the industry went through major changes at the time.
Pitt Community College	Cardiovascular/Vascular Interventional Technology (Diploma) (D45140)	No Enrollment: Program has always had low enrollment and for the past year has had no enrollment. Local hospitals are cross training radiographers and other healthcare providers to fulfill the responsibilities of the cardiovascular/vascular interventional technologist. In addition, no interest in the program is exhibited from students.
Pitt Community College	Heavy Equipment and Transport Technology (A60240)	No Enrollment: Lack of industry support.
Pitt Community College	Heavy Equipment and Transport Technology/Agricultural Systems (A6024A)	No Enrollment: Lack of industry support.
Pitt Community College	Industrial Construction/Electrical (A3526A)	No Enrollment: Declining enrollment due to slow down in industrial construction industry. Employer needs are being met through the college's Industrial Systems, Welding, and Building Construction Technologies programs.
Pitt Community College	Industrial Construction/Mechanical (A3526B)	No Enrollment: Declining enrollment due to slow down in industrial construction industry. Employer needs are being met through the college's Industrial Systems, Welding, and Building Construction Technologies programs.
Pitt Community College	Surveying Technology (A40380)	No Enrollment: Lack of industry support. No enrollment since 1990s.
Randolph Community College	Early Childhood/Teacher Associate (A5522B)	Low Enrollment: The Teacher Associate concentration was added per request from the local school system in 2003, however; current teacher assistants are required to complete an Associate Degree and other degree options at Randolph community college are meeting this requirement.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

Community College	Curriculum Name and Code	Rationale for Termination
South Piedmont Community College	Health Information Technology (A45360)	No Enrollment: Program has been in dormant status and not advertised in college catalog since 2001-2002.
South Piedmont Community College	Medical Transcription (Diploma) (D25320)	No Enrollment: Program not advertised in college catalog since 2001-2002; instruction has been integrated into other curriculum programs.
South Piedmont Community College	Nursing Assistant (Certificate) (C45480)	No Enrollment: Program has been offered through Continuing Education since 2000-2001.
South Piedmont Community College	Phlebotomy (Certificate) (C45600)	No Enrollment: Program not advertised in college catalog, instruction integrated into other curriculum programs.
Wilson Community College	Industrial Systems Technology (A50240)	Low Enrollment: Lack of industry demand and competition from programs at other community colleges.
Wilson Community College	Machining Technology (A50300)	Low Enrollment: Lack of industry demand and competition from programs at other community colleges.
<b>April 18, 2008</b>		
Alamance Community College	Lateral Entry (Certificate) (C55430)	Low Enrollment: Potential students are provided more flexibility in completing the requirements by ABSS (Alamance-Burlington School System) and senior institutions under the current guidelines.
<b>May 16, 2008</b>		
Pitt Community College	Early Childhood Education/Teacher Associate (A5522B)	Low Enrollment: The Teacher Associate concentration was added to meet the local school system's need for teacher assistants based on the No Child Left Behind Act, however; current teacher assistants are required to complete an Associate Degree and other degree options at Pitt Community college are meeting this requirement.
Pitt Community College	Insurance (Certificate) (C25280)	Low Enrollment: Majority of curriculum components are taught by the continuing education department which meets the needs of employers.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

Community College	Curriculum Name and Code	Rationale for Termination
Pitt Community College	Phlebotomy (Certificate) (C45600)	Low Enrollment: Majority of curriculum components are taught by continuing education department which meets the needs of employers.
Pitt Community College	Real Estate (A25400)	Low Enrollment: Majority of curriculum components are taught by continuing education department which meets the needs of employers.
Pitt Community College	Real Estate Appraisal (A25420)	Low Enrollment: Majority of curriculum components are taught by continuing education department which meets the needs of employers.
Wake Technical Community College	Automation/Engineering Technology (A40120), <i>Formerly Automation/Robotics Technology (ARCHIVED)</i>	Low Enrollment: Due to Industry downturn and the relocation of jobs we no longer have sufficient students to continue offering this program.
<b>June 20, 2008</b>		
Alamance Community College	Electronics Technology (A50140)	Low Enrollment: Lack of employment opportunities.
Wake Technical Community College	Manufacturing Technology/Plastics (A5032A)	Low Enrollment: Due to industry downturn, automation, and the relocation of jobs we no longer have sufficient student to continue offering this program
<b>July 18, 2008</b>		
Davidson County Community College	Computer Engineering Technology (A40160)	No Enrollment: Students choose to major in other computer related programs.
Davidson County Community College	Machining Technology (A50300)	No Enrollment: Changes in local industry led to job decline which led to lack of enrollment.
Davidson County Community College	Machining Technology/Tool, Die, and Mold Making (A5030A)	No Enrollment: Changes in local industry led to job decline which led to lack of enrollment.
Davidson County Community College	Manicuring/Nail Technology (Certificate) (C55400)	No Enrollment: Local market was saturated with graduates.
Davidson County Community College	Mechanical Drafting Technology (A50340)	Low Enrollment: Technological changes made program obsolete.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

Community College	Curriculum Name and Code	Rationale for Termination
Robeson Community College	Emergency Medical Science (A45340)	No Enrollment: RCC has a thriving EMT program under continuing education. Although students initially expressed an interest, they were not willing to complete the developmental coursework required for many of them to begin the curriculum program. This limited the number of applicants available.
Western Piedmont Community College	Business Administration/ Electronic Commerce (A2512I)	No Enrollment: Lack of qualified faculty available to teach the classes within the program.
Western Piedmont Community College	Carpentry (Diploma) (D35180)	No Enrollment: Lack of qualified faculty available to teach the classes within the program.
Western Piedmont Community College	Nursing Assistant (Certificate) (C45480)	No Enrollment: Lack of qualified faculty to teach. The Nursing Assistant course will be available through Continuing Education.
<b>August 15, 2008</b>		
Wake Technical Community College	Real Estate Appraisal (A25420)	No Enrollment: The program had no completers for the past three years due to a decline in the local job market.
Wake Technical Community College	Real Estate Licensing (Certificate) (C25480)	No Enrollment: The program had no completers for the past three years due to a decline in the local job market.
<b>September 19, 2008</b>		
Alamance Community College	Business Administration/ Electronic Commerce (A2512I)	Low Enrollment: Market decline with little or no recovery in the sector.
Piedmont Community College	Mechanical Drafting Technology (A50340)	Other: Most businesses and industries now use CAD programs for their drafting needs. The DFT (CAD) courses in other curriculum programs at the College are sufficient to satisfy area employer needs.
Wilkes Community College	Broadcasting and Production Technology (A30120)	Low Enrollment: The regional need for graduates has declined with the increase in satellite radio stations, pod casting, internet radio broadcast, and the change in industry needs.
Wilkes Community College	Race Car Technology (A60400)	Low Enrollment: Motor sports industry has moved from area.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

Community College	Curriculum Name and Code	Rationale for Termination
<b>November 21, 2008</b>		
Davidson County Community College	Autobody Repair (Diploma) (D60100)	No Enrollment: Lack of employment opportunities.
Davidson County Community College	Carpentry (Diploma) (D35180)	No Enrollment: Could not recruit adequate number of students.
Davidson County Community College	Cosmetology Instructor (Certificate) (C55160)	No Enrollment: Students are interested in Cosmetology Degree Program only.
Davidson County Community College	Electrical/Electronics Technology (A35220)	Other: Training provided in other college programs.
Davidson County Community College	Esthetics Instructor (Certificate) (C55270)	No Enrollment: Students are interested in Cosmetology Degree Program only.
Davidson County Community College	Manicuring Instructor (Certificate) (C55380)	No Enrollment: Students are interested in Cosmetology Degree Program only.
Davidson County Community College	Masonry (Diploma) (D35280)	No Enrollment: Unable to recruit adequate number of students.
Davidson County Community College	Office Administration (A25370)	No Enrollment: We have not had any enrollment in this program for ten years. We found our enrollment shifting into our more generalized computer programs of study
Davidson County Community College	Office Administration/Legal (A2537A)	We have not had any enrollment in this program for ten years. We found our enrollment shifting into our more generalized computer programs of study
Halifax Community College	Business Administration/ Electronic Commerce (A2512I)	Other: The Advisory Committee of the E-Commerce program and the program head determined that the local workforce cannot support the graduates and that the program is no longer needed for our service area.
Halifax Community College	Entertainment Technologies (A25190)	Other: Although the Entertainment Technologies program was approved to begin Fall 2005, the program has not been offered. The anticipated entertainment district in our community has not been developed.
Halifax Community College	Horticulture Technology (A15240)	No Enrollment: Projected community growth did not occur, so corresponding job opportunities did not materialize. In addition, qualified faculty could not be found.

**Appendix D: Log of Curriculum Program Terminations by SBCC Date**

Community College	Curriculum Name and Code	Rationale for Termination
Haywood Community College	Pulp and Paper Production Technology (A50430)	Low Enrollment: Decrease in industry demand for employees following a corporate takeover of the county's paper plant resulted in a multi-year decrease in student enrollment.
Wake Technical Community College	Manufacturing Technology (A50320)	Low Enrollment: Due to industry downturn, automation and the relocation of jobs, we no longer have sufficient students to continue offering this program.
Wilson Community College	Esthetics Technology (Certificate) (C55230)	Other: A new standard was created by the State Board in 1999 due to changes in the Board of Cosmetic Art Rules. This program was automatically approved to be offered by any college that had approval for the Cosmetology program; however, we never offered this program.
Wilson Community College	Manufacturing Technology/Plastics (A5032A)	Low Enrollment: Due to a decrease in industry needs, we no longer have a sufficient number of students.

## **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)
- Networking Technology (A25340)
- 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 Nursing-Integrated (A45100) program:

- Associate Degree Nursing – Non-Integrated (A45120)

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 Nursing – Non-Integrated (A45120) program:

- Associate Degree Nursing – Integrated (A45100)

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:            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>6. Estimate the cost associated with the proposed program (start-up and ongoing).</li> <li>7. Describe the college's plan for obtaining the funds necessary to initiate and maintain a viable program over a three-year period.</li> <li>8. 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>1. Include description of collaborative arrangements with other colleges (if applicable).</li> <li>2. 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>1. List major job competencies used to design the curriculum and describe the process used to identify the job competencies.</li> <li>2. Attach the current or proposed curriculum standard.</li> <li>3. Attach the proposed program of study.</li> <li>4. Attach the proposed curriculum model.</li> <li>5. 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>1. Attach current curriculum standard.</li> <li>2. Attach the proposed curriculum program of study (POS).</li> <li>3. 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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