



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

July 2, 2003

MEMORANDUM

TO: Presidents
Chief Academic Officers
Senior Continuing Education Officers
Committee Members

FROM: Darryl McGraw
Associate Vice President of Instructional Development and Technology

SUBJECT: Teleconferences on the Proposed Operating Procedures Manual for Enrollment of High School and Intellectually Gifted and Mature Students in Community College Courses and Programs

You are cordially invited to participate in one session of the two regional teleconferences via the North Carolina Information Highway (NCIH). The scheduled conference dates/times are July 16, 3:30 P.M.-5:00 P.M. and July 17, 3:30 P.M.-5:00 P.M.

The discussions will center on clarification of policies and procedures and the proposed changes to the Operating Procedures Manual for Enrollment of High School and Intellectually Gifted and Mature Students in Community College Courses and Programs. The proposed manual, summary of proposed major changes, agenda and the power point presentation are attached for your review prior to the conference. Please bring a copy of the current Operating Procedures Manual for Cooperative Programs in North Carolina Community Colleges for High School Students and a copy of the Proposed Operating Procedures Manual to the session.

The conferences will be held at the following NCIH sites and you may participate at the site closest to you. If you are unable to travel to either site, you may participate by telephone conference call. The conference call number is (919) 733-2416.

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June 30, 2003

July 16, 3:30-5:00

North Carolina Community College System Office
Caldwell Community College and Technical Institute
Southeastern Community College
Guilford Technical Community College
Central Piedmont Community College

July 17, 3:30-5:00

North Carolina Community College System Office
Caldwell Community College and Technical Institute
Martin Community College
Fayetteville Technical Community College
Asheville-Buncombe Technical Community College

If you have questions or comments, please contact Judith Mann, Program Director at (919) 733-7051, extension 423 or e-mail at mannj@ncccs.cc.nc.us.

HML/JM/bb

Attachments

c: Fred Williams
Delores A. Parker
Student Development Administrators
Admissions Officers
Registrars

CC03-117
E-Copy

AGENDA

**Review of Proposed Operating Procedures Manual
For
Enrollment of High School and Intellectually Gifted and Mature
Students in Community College Courses and Programs**

North Carolina Information Highway Teleconferences

**July 16 and July 17, 2003
3:30 P.M.**

Welcome & Overview

Ken Boham

Review of Committee Work

Summary of Proposed Changes

Comparison of Policies for Huskins, Concurrent Enrollment
and Intellectually Gifted and Mature Students

Colleges' Concerns

Frequently asked Questions

Discussion

Summary of PROPOSED major changes in policies regulating the enrollment of high school students in community colleges:

HUSKINS BILL

Course Eligibility	Course Eligibility	Course Eligibility
Current Policy	Proposed Policy	Rationale
<p>Courses numbered 100 and above that can be applied toward the major course requirements of a curriculum, which the college has approval to offer.</p> <p>General Education courses numbered 100 and above are eligible for inclusion in Cooperative Program Agreements.</p> <p><u>1997 Manual-Page 4</u></p>	<p>Courses numbered 100 and above (<i>except for COE, SEL, and SEM course prefixes</i>) that are listed on the college's approved, electronic program of study.</p> <p><u>Proposed Manual-Page 6</u></p>	<p>COE, SEL, and SEM courses are not appropriate offerings for high school students</p>
<p>NA</p>	<p>When a high school course is terminated by a high school, it will be eligible for offering under the Huskins Bill in that LEA after a period of one academic year.</p> <p><u>Proposed Manual-Page 6</u></p>	<p>Huskins course offerings shall not supplant any high school course</p>
Other Operating Procedures	Other Operating Procedures	Other Operating Procedures
Current Policy	Proposed Policy	Rationale
<p>General education courses included in cooperative program agreements can be used as elective credits toward high school graduation; however, they may not be used for specific subject/course requirements for high school graduation.</p> <p>1997 Manual-Page 4</p>	<p>College credits shall be awarded to high school students upon successful completion of curriculum courses.</p> <p><u>Proposed Manual-Page 6</u></p>	<p>The student who successfully completes the course will be awarded college credit by the college in accordance with G.S. 115D-20 (4) (House Bill 1040).</p> <p>The decision concerning awarding of high school credit will be the decision of the LEA, since the G.S. does not address the awarding of high school credit.</p>

Points of Clarification:

- All Huskins Cooperative Agreements between a community college and a LEA must ensure that courses offered by the college do not duplicate or substitute for high school courses that are currently being offered at any high school in the LEA and has not been terminated for a period of less than one academic year.
- Huskins students who meet the curriculum program admission requirements and successfully complete the program **may be** awarded a certificate or diploma.

CONCURRENT ENROLLMENT

<u>Student Eligibility</u>	<u>Student Eligibility</u>	<u>Student Eligibility</u>
<u>Current Policy</u>	<u>Proposed Policy</u>	<u>Rationale</u>
The student must be taking at least three (3) high school courses and be making appropriate progress toward graduation, or (in the case of a course offered in the summer) the student must have taken at least three (3) high school courses during the preceding year. <i>1997 Manual-Page 5</i>	The student must be taking the equivalent of one-half of a full-time schedule and be making progress toward high school graduation. For enrollment during a summer term the student must have taken the equivalent of one-half of a full-time schedule during the preceding year and be making progress toward high school graduation. <i>Proposed Manual-Page 8</i>	The proposed policy is in accordance with the student eligibility criteria in 23NCAC 2C.0305. The proposed policy accommodates block scheduling.
<u>Course Eligibility</u>	<u>Course Eligibility</u>	<u>Course Eligibility</u>
<u>Current Policy</u>	<u>Proposed Policy</u>	<u>Rationale</u>
Curriculum Courses: Major and general education courses numbered 100 and above from the Common Course Library are eligible for concurrent enrollment of high school students. Continuing Education Courses: All courses listed on the Master Course List are eligible for the concurrent enrollment of high school students. <i>1997 Manual-Page 6</i>	Courses numbered 100 and above (except for COE, SEL, and SEM course prefixes) listed in the college's approved, electronic program of study. Continuing Education courses listed in the NCCCS Continuing Education Master Course List. <i>Proposed Manual-Page 9</i>	<u>COE, SEL, and SEM courses are not appropriate offerings for high school students.</u>
<u>Other Operating Procedures</u>	<u>Other Operating Procedures</u>	<u>Other Operating Procedures</u>
<u>Current Policy</u>	<u>Proposed Policy</u>	<u>Rationale</u>
General education courses included in cooperative program agreements can be used as elective credits toward high school graduation; however, they may not be used for specific subject/course requirements for high school graduation. <i>1997 Manual-Page 4</i>	College credits shall be awarded to high school students upon successful completion of curriculum courses. Continuing Education Units (CEU) shall be awarded to high school students upon successful completion of Continuing Education courses. <i>Proposed Manual-Page 9</i>	The student who successfully completes the course will be awarded credit by the college in accordance with G.S. 115D-20 (4) (House Bill 1040). The decision concerning awarding of high school credit will be the decision of the LEA, since the G.S. does not address the awarding of high school credit.

Point of Clarification: Concurrently enrolled students who meet the curriculum program admission requirements and successfully complete the program **may be** awarded a certificate or diploma.