1D SBCCC 300.4  Program Management

(a) Program Accountability.

(1) Each college’s local board of trustees shall adopt a Continuing Education Internal Program Accountability Plan. At a minimum, the Continuing Education Internal Program Accountability Plan shall define a system of checks and balances to prevent and detect errors or irregularities when reporting hours for FTE purposes and establish a framework for defining program quality and improvement procedures.

(2) The local board of trustees shall review the Continuing Education Internal Program Accountability Plan at least once every three years from the date the local board of trustees adopts the Continuing Education Internal Program Accountability Plan.

(3) A copy of the Continuing Education Internal Program Accountability Plan, including amendments, shall be submitted to the Continuing Education Department at the System Office upon adoption.

(b) Faculty. Colleges shall employ faculty so as to meet Southern Association of Colleges and Schools Commission on Colleges’ (SACSCOC) criteria and local college policies. All faculty providing instruction in programs with external agency oversight must be a qualified instructor as established by the respective agency or certifying entity.

(c) Services to Minors. For the purposes of this subsection, the word “minor” shall not include minors who have graduated from high school. The major purpose of community colleges is to serve students who have graduated from high school, have obtained a high school equivalency diploma, or are beyond the compulsory age limit of the public school and have left public school. However, a minor may enroll in Continuing Education course sections subject to the following:

(1) Minors Age 16 and 17. A minor, age 16 or 17, may enroll in Continuing Education course sections subject to the following conditions:

   (A) Minors shall not displace adults.

   (B) Minors shall pay the registration fees associated with the course section except for cases where they meet eligibility requirements for a fee waiver.

   (C) If the minor is enrolled in high school, the following restrictions apply:
(i) Colleges shall not designate Continuing Education course sections taken by the high school student to provide partial or full credit towards meeting high school graduation requirements.

(ii) Colleges shall not offer Continuing Education course sections that are specifically scheduled for high school students except:

(I) Continuing Education course sections that maintain 90% (ninety percent) of instructional hours within the summer reporting term as defined in 1G SBCCC 200.99(a)(1)(B).

(II) Self-supporting courses which may be provided during any reporting term.

(2) Minors Less than Age 16. A minor less than 16 years old may enroll in Continuing Education course sections subject to the following conditions:

(A) Minors less than 16 years old may enroll in self-supporting safe driving course sections during any reporting term.

(B) A college may provide classes for minors less than 16 years old only during the summer reporting term. These classes must be self-supporting and may not be designated by the college to provide partial or full credit towards meeting high school graduation requirements.

(d) Juvenile Justice. Colleges may provide Continuing Education course sections to juveniles of any age who are committed to the Division of Juvenile Justice of the Department of Public Safety, if the juvenile is otherwise qualified for registration in the Continuing Education class and has the approval of the Director of the Youth Development Center to which the juvenile is assigned.

(e) Once enrolled, minors shall be treated the same as all other students.

History Note: Authority G.S. 115D-5; G.S. 115D-20(4)(b);

Eff. June 1, 2016.