NC COMMUNITY COLLEGES
CREATING SUCCESS

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Peter Hans, President

22 October 2019

MEMORANDUM

TO: Members of the State Board of Community Colleges
Community College Presidents
Boards of Trustees Chairs
Community College Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Chief Financial Officers, Financial Aid Officers, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties

FROM: Jonathan R. Harris, *NCCCS General Counsel*

RE: **Amendment of 1G SBCCC 200.1 - General Provisions**

On 18 October 2019, the State Board of Community Colleges voted to amend **1G SBCCC 200.1 - General Provisions**. This amendment addresses options for colleges to make up instructional hours due to adverse weather.

The rule will be effective 1 November 2019. The new rule will be published on the NC Community College System's website, www.nccommunitycolleges.edu/sbcccode. For your convenience, a copy of the rule in its final form is attached to this memorandum.

CC19-058
E-mail Copy

Attachment

1G SBCCC 200.1 is amended as follows:

State Board of Community Colleges Code

TITLE 1. COMMUNITY COLLEGES

CHAPTER G. FULL-TIME EQUIVALENT (FTE)

SUBCHAPTER 200. FTE REPORTING CATEGORIES/CRITERIA

1G SBCCC 200.1 General Provisions

(a) FTE Reporting. As directed by the System Office, colleges shall report FTE enrollment in all course sections scheduled during each academic term reporting period. If a course section is scheduled for a time period that crosses academic term reporting periods, the FTE enrollment shall be reported as follows:

(1) For curriculum course sections that are regularly scheduled, as defined in 1G SBCCC 200.93(b), FTE enrollment shall be reported in the academic term reporting period in which the 10% point of the class falls.

(2) For curriculum course sections that are non-regularly scheduled, as defined in 1G SBCCC 200.93(c), and all continuing education course sections, FTE enrollment shall be reported in the academic term reporting period in which the last day of the course falls.

The System Office shall provide colleges no less than 21 calendar days after the end of the academic term reporting period to submit FTE enrollment data.

(b) Instruction Provided Outside the College's Service Area. Excluding clinical instruction, a college may provide instruction outside its service area, as established per 1A SBCCC 300, only if the appropriate instructional service agreement is executed consistent with 1D SBCCC 300.6 and 1D SBCCC 400.96. If the instructional service agreement provides for the sharing of FTE, the colleges that are party to the agreement shall prorate the number of FTE reported consistent with the provisions of the agreement and the rules of this Chapter.

(c) Making Up Instructional Hours Due to Adverse Weather. A college is responsible for delivering instruction to meet the learning outcomes of each course it provides. If it is not possible to reschedule all class hours missed due to adverse weather, the

instruction may be made up by other alternatives included in the college's adverse weather policy, such as online instruction and alternative assignments. The college must maintain documentation of how instruction was rescheduled or otherwise made up until released from all compliance reviews.

History Note: Authority G.S. 115D-5;
Eff. May 1, 2017
Temporary Amendment Eff. October 19, 2018; *Temporary Amendment Expired.* April 17, 2019;
Amended Eff. November 1, 2019