



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Dr. R. Scott Ralls, President

October 21, 2008

MEMORANDUM

TO: Presidents
Chief Academic Officers

FROM: Delores A. Parker
Senior Vice President
Chief Academic Officer

SUBJECT: State Board Action on October 17, 2008
Revised Curriculum Standards

On October 17, 2008, the State Board approved the requested revisions to the following curriculum standards:

Cancer Information Management (A45130)
Entertainment Technologies (A25190)
Motorcycle Mechanics (Diploma) (D60260)

Please be aware that you must implement the standard revision changes no later than one year after the effective term. You must update your college's electronic program of study and receive approval from the System Office prior to implementation of the revised program.

The revised standards are attached for your convenience. You may view all curriculum standards by visiting the Programs website at:

http://www.nccommunitycolleges.edu/Programs/curriculum_standards.htm

If you have any questions concerning the revised curriculum standards, please contact Dr. Judith C. Mann at 919-807-7108 or mannj@nccommunitycolleges.edu.

DAP/JF/swj
Attachments
c: Dr. Judith C. Mann
Dr. John Pettitt
Ms. Jennifer Frazelle
Ms. Tracy McPherson
Program Coordinators

CC08-236
Email

CURRICULUM STANDARD

Effective Term
Spring 2009
[2009*01]

Curriculum Program Title Cancer Information Management Code A45130
Concentration (not applicable)

Curriculum Description

The Cancer Information Management curriculum is designed to provide individuals with the knowledge and skills necessary to maintain a cancer data collection system that is consistent with medical, administrative, ethical, legal and accreditation requirements.

Students will analyze health records according to standards set by various agencies, compile, maintain, monitor, and report cancer data for research, quality management, facility planning and marketing; abstract and code clinical data; and obtain survival data through yearly follow-up.

Graduates may be eligible to take the national certifying examination given by the National Cancer Registrars Association to become a Certified Tumor Registrar (CTR). Employment opportunities include health care facilities, data organizations, and government agencies.

*Curriculum Requirements**

- I. General Education.** Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.
- II. Major Hours.** AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. (*See second page for additional information.*)
- III. Other Required Hours.** A college may include courses to meet graduation or local employer requirements in a certificate, diploma, or associate in applied science program. These curriculum courses shall be selected from the Combined Course Library and must be approved by the System Office prior to implementation. Restricted, unique, or free elective courses may not be included as other required hours.

	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit in Program	64-76	36-48	12-18

*Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic use of computers.

Major Hours

- A. Core.** The subject/course core is comprised of subject areas and/or specific courses which are required for each curriculum program. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the subject/course core of the AAS program.
- B. Concentration** (*if applicable*). A concentration of study must include a minimum of 12 semester hours credit from required subjects and/or courses. The majority of the course credit hours are unique to the concentration. The required subjects and/or courses that make up the concentration of study are in addition to the required subject/course core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from any prefix listed, with the exception of prefixes listed in the core or concentration. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit.

Cancer Information Management (A45130)

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE	51 SHC	NR	NR
Required Courses:			
BIO 271 Pathophysiology	3 SHC		
CIM 110 Registry Org & Management	3 SHC		
CIM 125 Cancer Disease Management	4 SHC		
CIM 150 Oncology Coding/Stag Sys	4 SHC		
CIM 211 Abstract Prin & Prac I	3 SHC		
CIM 212 Abstract Prin & Prac II	3 SHC		
CIM 225 Cancer Patient Follow-up	2 SHC		
CIM 250 Cancer Stat/Epidemiology	3 SHC		
CIM 275 Professional Direct Prac	4 SHC		
HIT 110 Fundamentals of HIM	2 SHC		
HIT 226 Principles of Disease	3 SHC		
MED 121 Medical Terminology I	3 SHC		
MED 122 Medical Terminology II	3 SHC		
Required Subject Areas:			
Anatomy & Physiology. Select one sequence.			
BIO 165 Anatomy & Physiology I	4 SHC &		
BIO 166 Anatomy & Physiology II	4 SHC		
or			
BIO 168 Anatomy & Physiology I	4 SHC &		
BIO 169 Anatomy & Physiology II	4 SHC		
Management. Select one:			
BUS 137 Principles of Management	3 SHC		
HIT 218 Mgmt Principles in HIT	3 SHC		

B. CONCENTRATION <i>(Not applicable)</i>			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BIO, BUS, CIM, CIS, COE, CSC, HIT, and MED <i>Foreign language courses (including ASL) that are not designated as approved other major hours may be included in all programs up to a maximum of 3 semester hours of credit.</i>			

CURRICULUM STANDARD

Effective Term
Fall 2009
[2009*03]

Curriculum Program Title

Entertainment Technologies

Code

A25190

Concentration

(not applicable)

Curriculum Description

This curriculum prepares individuals for entry-level employment in entertainment, particularly in the fields of sound and lighting. Instruction not only provides training in these technical aspects, but also prepares students to manage careers in this contract-to-contract type of work.

Course work includes exposure to the entire live concert and sound recording processes. Course work will also include music fundamentals, entertainment law and marketing/promotion. Students will also receive course work in electronic music.

Graduates may find employment as entry-level crew and/or production assistants in concert or event setups, with recording companies, or sound/lighting companies. Graduates will also be prepared to manage their careers (or others' careers) in the sound/lighting area or professional music entertainment.

*Curriculum Requirements**

- I. General Education.** Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.
- II. Major Hours.** AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. (*See second page for additional information.*)
- III. Other Required Hours.** A college may include courses to meet graduation or local employer requirements in a certificate, diploma, or associate in applied science program. These curriculum courses shall be selected from the Combined Course Library and must be approved by the System Office prior to implementation. Restricted, unique, or free elective courses may not be included as other required hours.

	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit in Program	64-76	36-48	12-18

*Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic use of computers.

Major Hours

- A. Core.** The subject/course core is comprised of subject areas and/or specific courses which are required for each curriculum program. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the subject/course core of the AAS program.
- B. Concentration** (*if applicable*). A concentration of study must include a minimum of 12 semester hours credit from required subjects and/or courses. The majority of the course credit hours are unique to the concentration. The required subjects and/or courses that make up the concentration of study are in addition to the required subject/course core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from any prefix listed, with the exception of prefixes listed in the core or concentration. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit.

Entertainment Technologies A25190

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: ENT 111 Intro. To Entertainment 3 SHC ENT 114 Entertainment Law 3 SHC ENT 131 Live Sound Production 3 SHC ENT 135 Recording Engineering I 3 SHC ENT 151 Concert Lighting I 3 SHC ENT 211 Entertainment Promotion 3 SHC MUS 111 Fundamentals of Music 3 SHC MUS 214 Electronic Music 2 SHC COE 111 Cooperative Work Experience I 1 SHC COE 115 Work Experience Seminar I 1 SHC Required Subject Areas: None	25 SHC		
B. CONCENTRATION (<i>Not applicable</i>)			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> ACC, BPT, BUS, CIS, COE, CSC, ELC, ENG, ENT, ISC, MNT, and MUS <i>Foreign language courses (including ASL) that are not designated as approved other major hours may be included in all programs up to a maximum of 3 semester hours of credit.</i>			

CURRICULUM STANDARD

Effective Term
Fall 2009
[2009*03]

Curriculum Program Title

Motorcycle Mechanics (Diploma)

Code

D60260

Concentration

(not applicable)

Curriculum Description

The Motorcycle Mechanics curriculum provides training which develops the knowledge and skills needed to inspect, diagnose, repair, and/or adjust motorcycles and all-terrain vehicles.

The course work includes the operating principles involved in modern motorcycles which will be presented in class assignments, discussion, demonstration, and shop practice.

Graduates of the curriculum should qualify for entry-level employment opportunities with motorcycle dealers or independent repair shops. Some graduates may become self-employed after they acquire some experience.

*Curriculum Requirements**

- I. General Education.** Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.
- II. Major Hours.** AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. (*See second page for additional information.*)
- III. Other Required Hours.** A college may include courses to meet graduation or local employer requirements in a certificate, diploma, or associate in applied science program. These curriculum courses shall be selected from the Combined Course Library and must be approved by the System Office prior to implementation. Restricted, unique, or free elective courses may not be included as other required hours.

	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit in Program	64-76	36-48	12-18

*Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic use of computers.

Major Hours

- A. Core.** The subject/course core is comprised of subject areas and/or specific courses which are required for each curriculum program. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the subject/course core of the AAS program.
- B. Concentration** (*if applicable*). A concentration of study must include a minimum of 12 semester hours credit from required subjects and/or courses. The majority of the course credit hours are unique to the concentration. The required subjects and/or courses that make up the concentration of study are in addition to the required subject/course core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from any prefix listed, with the exception of prefixes listed in the core or concentration. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit.

Motorcycle Mechanics (Diploma) D60260

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE		14 SHC	
<p>Required Courses:</p> <p style="margin-left: 40px;">MCM 102 Motorcycle Engines 5 SHC MCM 103 Motorcycle Electrical Systems 6 SHC MCM 105 Motorcycle Chassis 3 SHC</p> <p>Required Subject Areas: None</p>			
B. CONCENTRATION (<i>Not applicable</i>)			
<p>C. OTHER MAJOR HOURS</p> <p><i>To be selected from the following prefixes: BUS, CIS, COE, CSC, MAC, MCM, MEC, and WLD</i></p> <p><i>Foreign language courses (including ASL) that are not designated as approved other major hours may be included in all programs up to a maximum of 3 semester hours of credit.</i></p>			