



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Thomas A. Stith III*  
*President*

**MEMORANDUM**

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

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

**RE:** **Proposed Amendment of 1G SBCCC 200.1 – General Provisions**

**DATE:** February 23, 2021

The State Board of Community Colleges has initiated the rulemaking process to amend **1G SBCCC 200.1 – General Provisions**. The rule currently addresses how colleges can make up instructional hours due to adverse weather events. The proposed amendment will give colleges the flexibility to make up instruction for “other emergency events” in addition to adverse weather events.

**The proposed amendment is published on the NC Community College System's website, [www.nccommunitycolleges.edu/sbcccode](http://www.nccommunitycolleges.edu/sbcccode).** For your convenience, a copy of the proposed rule, with the changes indicated, are attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits public comments on behalf of their community college should comply with their college’s local process for submitting comments on a proposed rule. **Written comments on the rule must be received by**

**no later than 5:00 p.m. on March 25, 2021.** Any member of the public has the right to request a hearing on the proposed rule. **Requests for a hearing must be received by no later than 5:00 p.m. on March 10, 2021.** Written comments and requests for hearing shall be directed to the following address: Jonathan Harris, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by **email to publiccomments@nccommunitycolleges.edu.** Thank you for your attention to this matter.

**CC21-009**  
**E-mail Copy**

Attachments



# State Board of Community Colleges

## Notice of Proposed Rulemaking Form

Date: February 23, 2021

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Amend 1G SBCCC 200.1 – General Provisions
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Specify whether the SBCC proposes to adopt amend, or repeal a rule:

**Adopt  
(new rule)**

**Amend  
(change existing  
rule)**

**Repeal  
(delete entire  
rule)**

	X	
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<b>Rationale for proposed adoption, amendment or repeal:</b>	The rule currently addresses how colleges can make up instructional hours due to adverse weather events. The amendment would add "or other emergency events" to give colleges the same flexibility to make up hours during other emergency events that are not due just to weather related events.
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<b>Proposed Effective Date of Rule</b>	May 1, 2021
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1                                   **State Board of Community Colleges Code**  
2                                   **TITLE 1. COMMUNITY COLLEGES**

3  
4                                   **CHAPTER G. FULL-TIME EQUIVALENT (FTE)**

5  
6                                   **SUBCHAPTER 200. FTE REPORTING CATEGORIES/CRITERIA**

7  
8   **1G SBCCC 200.1 General Provisions**

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

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

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

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

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

29 (c) Making Up Instructional Hours Due to Adverse Weather or Other Emergency  
30 Events. A college is responsible for delivering instruction to meet the learning  
31 outcomes of each course it provides. If it is not possible or it will not be possible to

1G SBCCC 200.1 is proposed for amendment as follows:

1 reschedule all class hours missed due to adverse weather or other emergency  
2 events, the instruction may be made up by other alternatives included in the  
3 college's adverse weather policy or other policies, such as online instruction and  
4 alternative assignments. In a correctional education setting, a college may make  
5 up instructional time by issuing evening and weekend assignments and  
6 documenting students' successful completion of the assignments. The college  
7 must maintain documentation of how instruction was rescheduled or otherwise  
8 made up until released from all compliance reviews.

9  
10 *History Note: Authority G.S. 115D-5;*

11 *Eff. [May 1, 2017](#)*

12 *Temporary Amendment Eff. [October 19, 2018](#); Temporary Amendment*  
13 *Expired April 17, 2019;*

14 *Amended Eff. [November 1, 2019](#)*

15 *Temporary Amendment Eff. [March 19, 2020](#). Temporary Amendment*  
16 *Expired September 15, 2020.*

17 *Temporary Amendment Eff. [September 15, 2020](#).*

18 *Amended Eff. \_\_\_\_\_.*