



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Thomas A. Stith III*

*President*

**NUMBERED MEMO CC22-019**

**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:** Tawanda Foster Artis  
NCCCS General Counsel

**SUBJECT:** Substantive Change - Proposed Amendment of 1B SBCCC 100.1 –  
Definitions

**DATE:** March 23, 2022

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On January 25, 2022, the State Board of Community Colleges (“SBCC”) provided public notice that it initiated the rulemaking process to amend the following rule:

**1B SBCCC 100.1 – Definitions**

The SBCC received public comments on the above rule through March 6, 2022. After consideration of the public comments, the SBCC is recommending a change to the proposed adoption to 1B SBCCC 100.1 – Definitions. The change constitutes a substantive change under 3A SBCCC 100.2(l).

**The proposed adoption including the substantive change 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 substantive change indicated, is attached to this memorandum. **The items bolded (other than the headings), indicate the proposed change that the SBCC approved. “Strikeouts” indicate deletion of prior suggested language.** Please post a copy of the proposed rule with the substantive change in prominent places so that all individuals affected by the proposed change will be informed.

Any member of the public has the right to submit written comments on the proposed substantive change. Please note that any person who submits a public comment 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 substantive change must be received within five (5) business days and by no later than 5:00 p.m. on March 30, 2022.** 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 April 7, 2022.** Written comments and requests for hearing shall be directed to the following address: Tawanda Foster Artis, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to [publiccomments@nccommunitycolleges.edu](mailto:publiccomments@nccommunitycolleges.edu). Thank you for your attention to this matter.

**CC22-019**

E-mail Copy Attachments



1 **State Board of Community Colleges Code**

2 **Title 1 – COMMUNITY COLLEGES**

3 **CHAPTER B. STATE BOARD GOVERNANCE**

4 **SUBCHAPTER 100. DEFINITIONS**

5 **1B SBCCC 100.1 DEFINITIONS**

6 The following definitions apply to this Chapter.

- 7 (a) “Traditional Instruction” – College curriculum or continuing education course in  
8 which 100% of the instruction is delivered face to face with the instructor in the  
9 physical presence of students.
- 10 (b) “Online Instruction” – College curriculum or continuing education course in which  
11 100% of the instruction is delivered online.
- 12 (c) “Hybrid Instruction” – College curriculum or continuing education course in  
13 which greater than 50%, but less than 100% of the instruction is delivered  
14 online.
- 15 (d) “Blended Instruction” – College curriculum or continuing education course in which  
16 less than or equal to 50% of the instruction is delivered online.
- 17 (e) “Hybrid Flexible (HyFlex)” – College curriculum courses in which 100% of the  
18 instruction is offered face to face with the instructor in a physical classroom and  
19 100% of the instruction is offered online allowing students an opportunity to choose  
20 whether to attend classes during regularly scheduled in-person sessions or  
21 participate online synchronously or asynchronously.

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

23 *Eff. [01 October 2019](#).*

24 *Amended Eff. \_\_\_\_\_*