

**STATE BOARD OF COMMUNITY COLLEGES**  
**Special Program Application Process Modification**

**Request:** The State Board of Community Colleges is asked to modify the special (abbreviated) curriculum program application process to *remove* the requirement that the applying college send impact assessment forms to any college approved to offer the same or similar program which is contiguous to the counties in the applying college's service area. The modification would *not* apply to proposed programs which include a clinical requirement. If the proposed program includes a clinical requirement, the college would continue to send an impact assessment form to all colleges approved to offer the same or similar program.

**Background:** The State Board has delegated to the President of the North Carolina Community College System the authority to approve new curriculum programs utilizing the special application process for selected titles. Curriculum programs recommended to the State Board for placement on the Special Curriculum Application process list by a college or by System Office staff must meet the following criteria to be eligible:

1. There is a widespread, immediate need for the job training and *there will be minimal impact on college programs if multiple colleges offer the program; or*
2. The program is a concentration (applying college must already be approved to offer the parent program.)

There are currently 243 non-transfer, curriculum standard program titles. Only 20 of these titles (see attachment) have met the first criteria and have therefore been approved for the special application process. Nine of these twenty-four titles include a condition that the college already be approved for a related program. For example: A college must already be approved for the Culinary Arts program in order to utilize the special application process to apply for the Foodservice Technology program.

**Rationale:** Since the criteria for placement of a curriculum title on the special application process already indicates that there will be minimal impact on college programs if multiple colleges offer the program, it is redundant for the applying college to send impact assessment forms to surrounding colleges. Removing the requirement will allow colleges to respond more rapidly to industry need within their service area.

**Contact:**

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Director

***Curriculum Program Titles Approved for the Special (Abbreviated) Application Process***

***The following curriculums have been approved by the State Board of Community Colleges for the Special Application process:***

- Community Spanish Interpreter (A55370)
- Entrepreneurship (A25490)
- Supply Chain Management (A25620)
- Industrial Systems Technology (A50240)
- Infant/Toddler Care (Certificate)(C55290)
- Information Technology (A25590)
- Lateral Entry (Certificate)(C55430)
- Medical Office Administration (A25310)
- School-Age Care (Certificate)(C55450)
- Sustainability Technologies (A40370)
- Welding Technology (A50420)

***The following curriculums have been approved by the State Board of Community Colleges for the Special Application process, but require that the college have prior approval for the Cosmetology (A55140) program:***

- Cosmetology Instructor (Certificate)(C55160)
- Esthetics Instructor (Certificate)(C55270)
- Esthetics Technology (Certificate)(C55230)
- Manicuring Instructor (Certificate)(C55380)
- Manicuring/Nail Tech. (Certificate)(C55400)

***The following curriculums have been approved by the State Board of Community College for the Special Application process, but requires that the college have prior approval for the Early Childhood Education (A55220) program: (Pending State Board approval)***

- Early Childhood Administration (Certificate)(C55xxx)
- Early Childhood Preschool (Certificate)(C55xxx)

***The following curriculum has been approved by the State Board of Community Colleges for the Special Application process, but requires that the college have prior approval for the Real Estate (A25400) program:***

- Real Estate Licensing (Certificate) (C25480)

***The following curriculum has been approved by the State Board of Community Colleges for the Special Application process, but requires that the college have prior approval for the Culinary Arts (A55150) program:***

- Foodservice Technology (Diploma) (D55250)

***All concentrations have been approved by the State Board of Community Colleges for the Special Application process, but require that the college have prior approval for the parent program.***