

STATE BOARD OF COMMUNITY COLLEGES
Curriculum Program Applications
Fast Track for Action [FTFA*]

Request: The State Board of Community Colleges is asked to approve the curriculum program at the listed college on the condition that equipment funds are available to the college and operating funds generated by the budget formula will permit the offering of the program without any special allocation of funds.

Gaston College
Gunsmithing (A30200)

Stanly Community College
Mechatronics Engineering Technology (A40350)

Wake Technical Community College
Paralegal Technology (A25380)

Background: Program applications must meet the following criteria in order to be placed on the Fast Track for Action (FTFA) program approval request presented to the State Board of Community Colleges as part of the consent agenda:

- The curriculum program title currently exists within the System and does not require the creation of a new program title and new curriculum standard;
- The application is complete, requires no further analysis or documentation, and has the endorsement of Academic Programs;
- There are no negative impact assessments from other colleges; and
- The college does not go outside of its service area for planning purposes.

Contact(s):

Dr. Lisa Eads
Associate Vice President of Programs

STATE BOARD OF COMMUNITY COLLEGES
Program Application
Summary Evaluation Report
Gaston Community College
Gunsmithing (A30200)

Program Planning: Gaston Community College is seeking approval for the Gunsmithing (A30200) program to begin Fall 2022. The planning area is defined as the college's service area of Gaston and Lincoln Counties. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at Gaston Community College on November 15, 2021. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of Gaston Community College have certified the following:

- The proposed program will enhance the workforce of North Carolina, will provide educational and training opportunities consistent with the mission of the college, and will not duplicate the opportunities currently offered.
- They have assessed the need for the proposed program and the resources required to maintain a viable program and certify that the college can operate the proposed program efficiently and effectively within the resources available to the college.
- The college will complete a program accountability report including student success measures, enrollment trends, completion rates, and employment data three years after implementation of the program.

Program Rationale: Gaston Community College (GCC) indicates the following:

- The Gunsmithing program will prepare students with the skills to use manufacturing tools in the gunsmithing trade, refurbish and restore firearms, diagnose malfunctions for repair, accomplish complex custom gunsmithing tasks, and qualify as a professional gunsmith.
- Program graduates may be employed in jobs involving modifying, repairing, or designing firearms or in related jobs in firearms sales, instruction, and safety. Students may also be employed in machining careers due to the prevalence of machining coursework in the Gunsmithing program curriculum. Additionally, gunsmiths may be self-employed as a primary or as secondary career.
- GCC began offering gunsmithing courses in continuing education in Fall 2021. Positive enrollment and local job opportunities support the need for a curriculum program. Currently, there are no Gunsmithing curriculum programs offered in Western NC.

- Lincoln Economic Development Association cited in their letter of support that recent analysis shows there are over 200 annual openings for workers in modifying, repairing, or designing firearms or in related jobs in firearms sales, instruction, and safety. During the recent COVID-19 pandemic, the number of registered firearm owners in the College's service area has increased significantly. This has created an increased need for gunsmiths to maintain and repair firearms.
- The college expects some enrollment in the gunsmithing program due to personal interest. The US Fish and Wildlife Service indicates that over 609,000 individuals in North Carolina possess a hunting license. In Gaston and Lincoln Counties, hunters yielded nearly 4000 deer in the last year. Additionally, a survey by the US Fish and Wildlife Service estimates over \$525,000 is spent annually in the state on hunting-related activities. As firearms are the primary tools used by hunters, personal interest in gunsmithing is high in our service area.
- Greg Smith, VP of Gaston Economic and Development Commission stated, "Being a gunsmith has few barriers to employment; a person can work independently, for a firearms manufacturer, as part of a shop, specialize in the customization area or in the restoration of antique firearms. It is an area that offers broad career options, solid employment and a good income."
- Patrick Mumford, President and CEO of Gaston Business Associates suggested in his letter of support that, "with an interest in Gunsmithing as a career or personal business, it also provides an introduction to the machining trade. Among Gaston County's business community, the machining trade ranks as one of the most needed skillsets."
- GCC received support letters for the Gunsmithing program from Gaston Business Association, Lincoln Economic Development Association, Lincoln County Schools, and Gaston County Economic Development Commission.
- Graduates of the Gunsmithing program will be qualified to work and manage profitable, community-based businesses. They will also be able to pursue entrepreneurial opportunities.

Impact of the Proposed Program on Other Programs: Four colleges are approved to offer the Gunsmithing (A30200) program. An impact assessment was sent to colleges located in contiguous counties. ***No negative impact responses were received.***

Implementation of Collaborative Plan: Not Applicable

Curriculum Design: The proposed program of study is in compliance with the State Board approved curriculum standard.

Curriculum Description as Designated on Curriculum Standard:

The Gunsmithing curriculum is designed to provide the student with the required skills needed to refurbish metal and wood as applicable to firearms, to diagnose malfunctions for repair, and to accomplish more complex custom gunsmithing tasks. Course work includes manufacturing of tools used in the gunsmithing trade, restoration of firearms, stock making, barrel work, repair work, and custom work. The student will accomplish this work by performing actual gunsmithing tasks in a hands-on environment. Graduates should qualify as a professional gunsmith, able to complete any task in general gunsmithing.

Contact(s):

Dr. Mary Olvera
Program Administrator

STATE BOARD OF COMMUNITY COLLEGES
Program Application
Summary Evaluation Report
Stanly Community College
Mechatronics Engineering Technology (A40350)

Program Planning: Stanly Community College is seeking approval for the Mechatronics Engineering Technology (A40350) program to begin Spring, 2022. The planning area is defined as the college's service area of Stanly County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at Stanly Community College on October 10, 2021. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of Stanly Community College have certified the following:

- The proposed program will enhance the workforce of North Carolina, will provide educational and training opportunities consistent with the mission of the college, and will not duplicate the opportunities currently offered.
- They have assessed the need for the proposed program and the resources required to maintain a viable program and certify that the college can operate the proposed program efficiently and effectively within the resources available to the college.
- The college will complete a program accountability report including student success measures, enrollment trends, completion rates, and employment data three years after implementation of the program.

Program Rationale: Stanly Community College (SCC) indicates the following:

- An EMSI Labor Market Analysis indicated that within a 30-mile radius of the Stanly Community College main campus in Albemarle, North Carolina, there are over twelve career paths supported by an education in Mechatronics Engineering Technology with an average earning of over \$28 per hour. The same study indicates that from 2020 to 2021 there were 599 jobs in this field created with an annual job replacement of approximately 3,310 employees. This research also suggests that in the same region 31% of those employees are over the age of 55 and 6% or 2491 individuals are over the age of 65 and are expected to age out of the industry.
- Local manufacturers report a severe labor force shortage at every level. The members of the Electronics Engineering Technology advisory board agree that the addition of a Mechatronics Engineering Technology program would be beneficial to the recruitment and training of much needed, technically astute labor force. During an Advanced Manufacturing advisory board meeting for the career and technical education programs for Stanly County Public Schools, the representatives from Stanley Engineered Fastening, Michelin, and Preform Line Products were supportive that Stanly Community College would be pursuing an offering in Mechatronics Engineering Technology.

- A letter of support was provided by Dr. Jarrod Dennis, Superintendent of Stanly County Schools to Dr. John Enamait, President of Stanly Community College. Dr. Dennis indicated that the NC Department of Public Instruction announced that they plan to discontinue support for local electronics courses at the high school level, further limiting the potential workforce of qualified workers. Dr. Dennis also suggested that mechatronics would provide an appropriate feeder program for Stanly County High School students who are interested in manufacturing and robotics. Stanly County Schools are dedicated to working in collaboration with Stanly Community College to provide this pathway for the students of Stanly County to prepare a future workforce to meet the needs of local industry.
- Stanly Community College has received support for the program from local Economic Development boards and the local Chamber of Commerce as a means for attracting employment and economic prosperity to the region. Current initiatives are in progress to bring manufacturers in from other states into Stanly County. Recent meetings with interested companies have exposed employers desire for a mechatronics program to train their labor force. A Mechatronics Engineering Technology program will be instrumental in presenting a desirous location for manufacturing relocation to the area and for supporting existing companies.
- The college will offer the program to local high school students through the Career and College Promise (CCP) dual enrollment program. A comprehensive career pathway will be developed that maps various entry and exit points for the program and that will clearly inform students of various educational and career opportunities. Among these opportunities will be the potential for matriculation through a 2 + 2 transfer program with the University of North Carolina at Charlotte and a degree completion program at the East Carolina University.

Impact of the Proposed Program on Other Programs: Twenty-eight community colleges are approved to offer the Mechatronics Engineering Technology program. An impact assessment was sent to colleges located in contiguous counties. **No negative impact responses were received.**

Implementation of Collaborative Plan: Not Applicable

Curriculum Design: The proposed program of study is in compliance with the State Board approved curriculum standard.

Curriculum Description as Designated on Curriculum Standard: The Mechatronics Engineering Technology curriculum is designed to prepare students through the study and application of principles from mathematics, natural sciences, and technology and applied processes based on these subjects. Course work includes mathematics, natural sciences, engineering sciences and technology. Graduates should qualify to obtain occupations such as technical service providers,

materials and technologies testing services, process improvement technicians, engineering technicians, industrial and technology managers, or research technicians.

Contact(s):

Dr. Frank Sculetta

Senior Program Administrator

STATE BOARD OF COMMUNITY COLLEGES
Program Application
Summary Evaluation Report
Wake Technical Community College
Paralegal Technology (A25380)

Program Planning: Wake Technical Community College is seeking approval for the Paralegal Technology (A25380) program to begin Fall 2022. The planning area is defined as the college's service area of Wake County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at Wake Technical Community College on October 19, 2021. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of Wake Technical Community College have certified the following:

- The proposed program will enhance the workforce of North Carolina, will provide educational and training opportunities consistent with the mission of the college, and will not duplicate the opportunities currently offered.
- They have assessed the need for the proposed program and the resources required to maintain a viable program and certify that the college can operate the proposed program efficiently and effectively within the resources available to the college.
- The college will complete a program accountability report including student success measures, enrollment trends, completion rates, and employment data three years after implementation of the program.

Program Rationale: Wake Technical Community College (WTCC) indicates the following:

- According to the NC Demographic Office in the Office of State Budget and Management, Wake County is home to more than one million individuals and is one of the fastest growing counties in the United States. The projected growth in Wake County over the next ten years is 18 percent.
- The proposed program will support WTCC's goal to meet the employment needs of Wake County employers and support the college's dedication to offer students the opportunity to choose a pathway that leads to a highly marketable career.
- Graduates in the paralegal technology are trained to assist attorneys in probate work, investigations, public records search, drafting and filing legal documents, research, and office management. In addition, paralegal jobs are in high demand in many growing industries within Wake County. This includes government, banking, finance, insurance, healthcare, human resources, real estate, information technology, and education.

- According to the U.S. Bureau of Labor Statistics, this demand is evident from the labor market data. Employment of paralegals and legal assistants is projected to grow 13-17 percent from 2020-2030 in the service area of WTCC.
- According to Burning Glass 2021 Regional Analysis for Paralegal jobs in Wake County, there were 2730 job opportunities for paralegals and legal assistants in the last 12 months. According to the same source, the average salary of paralegals in Wake County is \$37,858 per year.
- According to a job search that was conducted on November 4, 2021, using www.jobs.com, there were more than 35 job openings for paralegals, legal support, and legal secretary personnel in Wake County.
- According to the 2020 Wake County Economic Development (WCED) Triangle Talent Booklet, a seventy-three percent of local businesses in the service area of WTCC are expected to expand over the next three years. The expected expansion will require a greater demand for paralegals in the service area of WTCC.
- The proposed Paralegal Technology Program at Wake Tech will meet all guidelines of the North Carolina State Bar Board of Paralegal Certification and satisfies the educational requirements for graduates to sit for the North Carolina Certification Exam.
- Current qualified WTCC full-time business administration faculty, with legal background and credentials are available to teach the courses required for the proposed degree. Classrooms, labs, and technology are available to support the proposed program.
- Letters of support for the proposed program were received from Ms. Pamala Young, the Chief Operating Officer of the North Carolina Industrial Commission; as well as, Ms. Lisa Sasser, a recruiter with the North Carolina Department of Justice.
- As the program planning and implementation progresses, bilateral transfer agreement between WTCC and any of the four-year institutions to allow graduates to pursue four-year degree will be explored.

Impact of the Proposed Program on Other Programs: Twenty-one community colleges are currently approved to offer Paralegal Technology (A25380) program. An impact assessment was sent to four contiguous colleges that offer the same degree. Three colleges agreed with the impact assessment. **One college did not agree with the impact assessment; however, they were supportive of the college applying for the program.**

Implementation of Collaborative Plan: Not Applicable

Curriculum Design: The proposed program of study is in compliance with the State Board approved curriculum standard.

Curriculum Description as Designated on Curriculum Standard:

The Paralegal Technology curriculum prepares individuals to work under the supervision of attorneys by performing routine legal tasks and assisting with substantive legal work. A paralegal/legal assistant may not practice law, give legal advice, or represent clients in a court of law. Course work includes substantive and procedural legal knowledge in the areas of civil litigation, legal research and writing, real estate, family law, wills, estates, trusts, and commercial law. Required courses also include subjects such as English, mathematics, and computer utilization. Graduates are trained to assist attorneys in probate work, investigations, public records search, drafting and filing legal documents, research, and office management. Employment opportunities are available in private law firms, governmental agencies, banks, insurance agencies, and other business organizations.

Contact(s):

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Senior Program Administrator