

**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 programs at the listed colleges on the condition that equipment funds are available to the colleges and operating funds generated by the budget formula will permit the offering of these programs without any special allocation of funds.

Alamance Community College  
Computer-Aided Drafting (A50150)

Edgecombe Community College  
Baking and Pastry Arts (A55130)  
Ophthalmic Medical Assisting (Diploma) (D45510)

Randolph Community College  
Manufacturing Technology (A50320)

**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.

**PROGRAM APPLICATION  
SUMMARY EVALUATION REPORT  
Alamance Community College  
Computer-Aided Technology (A50150)**

**Program Planning:** Alamance Community College (ACC) is seeking approval for the Computer-Aided Drafting Technology (A50150) program to begin Fall 2017. The planning area is defined as the college's service area of Alamance County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at ACC on February 13, 2017. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of ACC 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:** Alamance Community College indicated the following:

- The college surveyed local industries in November, 2016 and in January, 2017 and determined there is significant need for qualified AutoCad and computer-aided drafting (CAD) technicians in Alamance County. The survey resulted in locating nearly 200 CAD-related positions within a 50-mile radius of Alamance Community College's main campus.
- Indeed.com employment statistics indicated that there were 361 CAD and similar employment positions available within the workforce region for qualified individuals.
- The college has worked diligently at providing students with the opportunity to earn stackable credentials. Students in the program will have the opportunity, at no cost to them, to earn a Certified SolidWorks Professional nationally-recognized industry certificate.
- The Computer-Aided Drafting Technology program aligns to and supports four local high schools that currently offer drafting courses to their students by providing a comprehensive educational pathway for more than 100 students interested in pursuing drafting technology.

- The college plans to retire its Mechanical Drafting Technology program in favor of the CAD program based on industry input and student interest. CAD skills would provide graduates with skills that are considered suitable across diverse industries including emergent industries such as those associated with additive manufacturing (e.g., 3D printing). Every course required of the CAD program except one is currently being taught within the current program. The CAD program may be considered a program title change that more accurately reflects the true nature of the program as it is currently designed
- In addition to traditional job opportunities, it is noted that a career in CAD is especially suitable for self-employment.

**Impact of the Proposed Program on Other Programs:** Four colleges are currently approved to offer the Computer-Aided Drafting 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 Computer-Aided Drafting 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, engineering technicians, CAD systems managers, industrial and technology managers, research technicians and graphic technicians.*

*This course of study that prepares the students to apply technical skills and advanced computer software and hardware to develop plans and related documentation, and manage the hardware and software of a CAD system. Includes instruction in architectural drafting, computer-assisted drafting and design (CADD), creating and managing two and three-dimensional models, linking CAD documents to other software applications, and operating systems. Graduates should qualify for CAD jobs in architectural and engineering consulting firms and industrial design businesses.*

**Contact Person:**

Dr. Frank Scuiletti  
Program Coordinator

**PROGRAM APPLICATION  
SUMMARY EVALUATION REPORT  
Edgecombe Community College  
Baking and Pastry Arts (A55130)**

**Program Planning:**

Edgecombe Community College is seeking approval for the Baking and Pastry Arts (A55130) program to begin Fall, 2017. The planning area is defined as the college's service area of Edgecombe County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at Edgecombe Community College on February 2, 2017. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of Edgecombe 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:** Edgecombe Community College (ECC) indicates the following:

- The Baking and Pastry Industry is expected to be a high growth industry over the next ten years with a growth rate of 7%. (Bureau of Labor Statistics)
- The average wage for this occupation is \$24,170 annually. (Bureau of Labor Statistics)
- Forty-five employers local employers were identified by the planning and advisory committee. These forty-five employers identified 25 current or potential job opportunities in the coming year.
- The N.C. Department of Commerce, Labor, and Economic Analysis Division reported 4,782 culinary related occupations predicted for North Carolina for the years of 2012-2022.

- ECC currently has an industrial kitchen as well as classrooms located in the same building where the proposed program will be housed. The college also has a majority of the major equipment needed for program implementation.
- ECC surveyed 283 Edgecombe County high school students currently enrolled in Foods I and Foods 2. Of the students surveyed, 67 indicated interest in enrolling in the Baking and Pastry Arts program.
- Local business and industry leaders and employers have expressed support for the development of a Baking and Pastry Arts program. A letter of support was submitted by the plant manager of Tyson Foods.
- The Career and Technical Education Coordinator for Edgecombe County Schools provided a letter of support for the program and stated, *“Our students are in need of expanded options in fields that lead to careers currently in demand. We believe that Edgecombe Community College’s plan to start a Baking and Pastry Arts program will help fill this need.”*

**Impact of the Proposed Program on Other Programs:**

Eight colleges are approved to offer the Baking and Pastry Arts (A55130) program. However, no college in contiguous counties offer the program. ***Therefore an impact assessment was not required.***

**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:**

*This curriculum is designed to provide students with the skills and knowledge required for employment in the baking/pastry industry, including restaurants, hotels, independent bakeries/pastry shops, wholesale/retail markets, and high-volume bakeries, and/or further academic studies. Students will be provided theoretical knowledge/practical applications that provide critical competencies to meet industry demands, including environmental stewardship, operational efficiencies and professionalism. Course work includes specialty/artisanal breads, desserts/pastries, decorative work, high-volume production and food marketing. Graduates should qualify for entry-level positions, such as pastry/bakery assistant, area pastry chef and assistant pastry chef. American Culinary Federation certification may be available to graduates.*

**Contact Person:** Dr. Lisa Eads  
Program Coordinator

**PROGRAM APPLICATION  
SUMMARY EVALUATION REPORT  
Edgecombe Community College  
Ophthalmic Medical Assistant (Diploma) (D45510)**

**Program Planning:** Edgecombe Community College is seeking approval for the Ophthalmic Medical Assistant (Diploma) (D45510) program to begin Fall 2017. The planning area is defined as the college's service area of Edgecombe County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at Edgecombe Community College on February 2, 2017. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of Edgecombe 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:** Edgecombe Community College (ECC) indicates the following:

- The Ophthalmic Medical Assistant (OMA) program is an excellent fit for the College related to the higher than average elderly population in their area who have diabetes, hypertension, and other chronic illnesses that affect eye health.
- Per the Occupational Outlook Handbook published by the U.S. Bureau of Labor Statistics, employment in the medical assistant field is projected to grow twenty-three percent from 2014 to 2024, much faster than the average for all occupations. The Handbook does not break down the various types of medical assistants.
- Local and area eye care providers can serve their clients efficiently by having a readily available, trained, and certified workforce.

- ECC received letters of support from two ophthalmologist's practices. One ophthalmologist noted, "My practice is constantly looking for well-trained individuals for Ophthalmic Assistants and all too often these individuals require substantial training. We have had to resort to 'on-the-job training which is time consuming and likely does not ground the individuals in the ideal techniques at first. Our geographic area has a tremendous need for well-trained Ophthalmic Assistants and eventually Ophthalmic Technicians. I would be more than happy to assist the student trainees with their education in the office setting."
- ECC received a letter of support from Edgecombe's County Manager for the OMA program.

**Impact of the Proposed Program on Other Programs:** Three community colleges are approved to offer the Ophthalmic Medical Assistant program. This program contains a clinical component; therefore, each college was provided with a program impact assessment from Edgecombe Community College. **All colleges approved to offer the program are in agreement with the impact assessment.**

**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 Ophthalmic Medical Assistant Program prepares individuals to perform ophthalmic procedures under the supervision of a licensed physician specializing in Ophthalmology. Course work includes lecture, laboratory, and clinical training in ocular measurements; ocular testing; lensometry; administering topical and oral medications; eye care; and caring for instruments. Graduates are employed in medical institutions, clinics, or physician practices. Graduates may qualify as candidates to take the Joint Commission on Allied Health Personnel, Ophthalmology National Certification Exam.*

**Contact Person:**

Ms. Renee Batts  
Associate Director

**PROGRAM APPLICATION  
SUMMARY EVALUATION REPORT  
Randolph Community College  
Manufacturing Technology (A50320)**

**Program Planning:** Randolph Community College (RCC) is seeking approval for the Manufacturing Technology (A50320) program to begin Fall 2017. The planning area is defined as the college's service area of Randolph County. All colleges were notified of the planning process for this program.

The proposed program was approved by the Board of Trustees at RCC on January 31, 2017. Minutes from this Board meeting were attached to the program application. The President and the Board of Trustees of RCC 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:** Randolph Community College indicated the following:

- The college surveyed local industries in their county utilizing the Economic Modeling Specialists International employment data tool. Employment within the manufacturing sector is projected to grow 19.4% between 2015-25.
- Randolph Community College received letters of support from Kennametal, Incorporated, PEMMCO, and Technimark that reinforced collaboration and support of the college, the need for manufacturing skills training to meet an existing skills gap to employment within their organizations, and a commitment to top consideration for graduates of the program.
- The college has partnered collaboratively with thirteen area industries, Randolph County Schools, and Asheboro City Schools, to create Apprenticeship Randolph that provides career pathways for students grades 9-14 in manufacturing beginning with Career and College Promise programs and continues with apprentice job opportunities.
- The college was invited to submit a full application for a Golden LEAF Foundation Community Based Grant that will provide over \$1.5 million in grant funding that is supportive of the Apprenticeship Randolph initiative and the ongoing development of the manufacturing program.

- Randolph Community College is the recipient of a \$1 million Gene Haas Foundation grant that is being used to provide learning opportunities in manufacturing, classroom resources, and supports a design contest that will be used to reinforce the changing nature and a more positive image of modern manufacturing to students and their parents.
- The college received a letter of support from Randolph County Economic Development Corporation in support of the manufacturing program that they believe is necessary to support area manufacturing industries.

**Impact of the Proposed Program on Other Programs:** Seven colleges are approved to offer the Manufacturing Technology (A50320) 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:** *A course of study that prepares students to use basic engineering principles and technical skills to identify and resolve production problems in the manufacture of products. Includes instruction in machine operations and CNC principles, production line operations, instrumentation, computer-aided manufacturing (CAM) and other computerized production techniques, manufacturing planning, quality control, quality assurance and informational infrastructure. Graduates should qualify for employment as a manufacturing technician, quality assurance technician, CAD/CAM technician, team leader, or research and development technician.*

**Contact Person:**

Dr. Frank Scuietti  
Program Coordinator