

**STATE BOARD OF COMMUNITY COLLEGES
CAPTIVE/CO-OPTED GROUPS**

Request: The State Board is asked to approve the following to be offered to Captive/Co-opted groups as listed, to be offered to Captive/Co-opted Groups under current operating procedures, contingent upon availability of funds.

Continuing Education: Courses of Instruction

- Sandhills Community College – Hoke Correctional Institution
 - HRD-4100 Working Smart (HRD Working Smart)

Contact:

Nate Humphrey, Director
Workforce Continuing Education – Training and Standards

CONTINUING EDUCATION and BASIC SKILLS

These requests have been approved by the local college president, local board chair, and prison superintendent or chief officer. They have been reviewed by state staff at the North Carolina Community College System Office and, if applicable, by the Division of Prisons and found in compliance with state standards and prison programming policies.

CODES FOR GROUPS TO BE SERVED

A	Alcoholic Rehabilitation Centers
D	Domiciliary Care Facilities
I	Hospital Inpatients
J	Detention Centers and County Jails
N	Rest and Nursing Homes
P	Prisons (Correction setting)
R	Intellectual Disability Centers
S	Sheltered Workshops

EXAMPLE: **CAS 3120 Code P** indicates the continuing education course is being offered in the Prison (Correction) setting.

BSP 2000 Code S indicates the basic skills course is being offered in a Sheltered Workshop setting.

CONTINUING EDUCATION and **BASIC SKILLS** courses are reported in class hours.

CURRICULUM courses are reported in semester-hour credits.

MATRIX CATEGORIES* For Division of Adult Correction (DAC)

Matrix Category	<u>North Carolina Community College System Programming Options</u>
1	Basic Skills; Employment Readiness (Human Resources Development or Occupational Extension Pre-employment Training); and/or Drug and Alcohol courses. (Minimum length of stay: 2 months)
2	Basic Skills; Employment Readiness (Human Resources Development or Occupational Extension Pre-employment Training); Drug and Alcohol courses; Occupational Extension courses; and/or Curriculum Certificate Programs. (Minimum length of stay: 4 months)
3	Basic Skills; Employment Readiness (Human Resources Development or Occupational Extension Pre-employment Training); Drug and Alcohol courses; Occupational Extension courses; Curriculum Certificate Programs; and/or Curriculum Diploma Programs. (Minimum length of stay: 12 months)
4	Basic Skills; Employment Readiness (Human Resources Development or Occupational Extension Pre-employment Training); Drug and Alcohol courses; Occupational Extension courses; Curriculum Certificate Programs; Curriculum Diploma Programs; and/or Curriculum Associate in Applied Science Degree Programs. (Minimum length of stay: 24 months)

* Only Division of Adult Correction (DAC) prisons are assigned matrix categories

CONTINUING EDUCATION COURSES
Captive & Co-optedMonth: **1/20/2017**

Community College	Facility	Matrix Class.	Course Number	Code	Master Course List Title (Local Title)	Contact Hours
Sandhills Community College	Hoke Correctional Center	2	HRD-4100	4320	Working Smart (Working Smart)	30