

**STATE BOARD OF COMMUNITY COLLEGES**

**CAPTIVE/CO-OPTED GROUPS**

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**

- Roanoke-Chowan Community College – Odom Correctional Institution
- Custodial/Environmental Svcs (Commercial Cleaning)
  - Hotel & Lodging Operations (Hospitality Services)

**Contact Person:**

***Career and College Readiness***

***Continuing Education***

Ms. Barbara Boyce  
Associate Vice President  
Continuing Education  
919.807.7158

[boyceb@nccommunitycolleges.edu](mailto:boyceb@nccommunitycolleges.edu)

***Curriculum***

Ms. Tracy McPherson  
Director  
Public Safety Training Programs  
919.807.7117

[mcpersont@nccommunitycolleges.edu](mailto:mcpersont@nccommunitycolleges.edu)

**STATE BOARD OF COMMUNITY COLLEGES  
COURSES OF INSTRUCTION TO CAPTIVE OR CO-OPTED GROUPS**

**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)**

<b>Matrix Category</b>	<b><u>North Carolina Community College System Programming Options</u></b>
<b>1</b>	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)
<b>2</b>	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)
<b>3</b>	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)
<b>4</b>	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-opted**

Month: **July 2015**

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<b>Community College</b>	<b>Facility</b>	<b>Matrix Class.</b>	<b>Course Number</b>	<b>Code</b>	<b>Master Course List Title (Local Title)</b>	<b>Contact Hours</b>
Roanoke Chowan Community College	Odom Correctional Institution	2	HOS-3043	3310	Custodial/Environmental Svcs (Commercial Cleaning)	396
Roanoke Chowan Community College	Odom Correctional Institution	2	HOS-4040	3310	Hotel & Lodging Operations (Hospitality Services)	252