

**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

- Halifax Community College – Odom Correctional Institution
 - Custodial/Environmental Services (Commercial Cleaning)
- Richmond Community College – Morrison Correctional Institution
 - Truck Driver Training (Truck Driver Training/CDL Prep)
- Vance-Granville Community College – Polk Correctional Institution
 - Hotel & Lodging Operations (Hospitality START Program)
- Vance-Granville Community College – Warren Correctional Institution
 - Hotel & Lodging Operations (Hospitality START Program)

Contact:

Career and College Readiness

Continuing Education

Ms. Barbara Boyce, Associate Vice President
Continuing Education

Curriculum

Ms. Tracy McPherson, Director
Public Safety Training Programs

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)

Matrix Category

North Carolina Community College System Programming Options

- 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-opted**

Month: 03/18/2016

Community College	Facility	Matrix Class.	Course Number	Code	Master Course List Title (Local Title)	Contact Hours
Halifax Community College	Odom Correctional Institution*	4b	HOS-3043	3310	Custodial/Environmental Services (Commercial Cleaning)	396
Richmond Community College	Morrison Correctional Institution	3	TRA-3607	3930	Truck Driver Training (Truck Driver Training/CDL Prep)	480
Vance-Granville Community College	Polk Correctional Institution	2	HOS-4040	3980	Hotel & Lodging Operations (Hospitality START Program)	252
Vance-Granville Community College	Warren Correctional Institution	3	HOS-4040	4290	Hotel & Lodging Operations (Hospitality START Program)	252

*Odom Correctional Institution is located in the service area of Roanoke-Chowan Community College. A signed Instructional Service Agreement (ISA) is on file between Halifax Community College and Roanoke-Chowan Community College to allow Halifax to provide this specific instruction at this location within Roanoke-Chowan's service area.