

State Board of Community Colleges
Continuing Education Master Course List

New Course Approvals, Modifications, and Tier Designations

The State Board is asked to approve the following courses for placement on the Continuing Education Master Course List.

Request #1 of 3 New Course

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
AER-3211	Aircraft Dispatcher	208	V20-Aircraft Systems	2

Rationale:

- This is a request from Guilford TCC. The college provided an in-depth overview of the program to include local market information to support the need for training for 28+ local employers representing corporate, charter, and air transport operations.
- The course covers the aeronautical knowledge topics required to meet the Federal Aviation Administration (FAA) regulations for aircraft dispatchers. Course work includes regulatory requirements, fundamentals of aviation meteorology, air navigation concepts, Boeing 737 systems, ATC communications, and normal and emergency procedures. Upon completion, students will be prepared to take the FAA practical examination for aircraft dispatcher certification.

Request #2 of 3 New Course

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
FSD-3100	Fire Sprinkler Installation	144	H30-Construction Trades	2

Rationale:

- This is a request from Wake TCC. The course was designed in partnership with DOC-Apprenticeship program through a local employer, Life Safety America. This employer has operated a registered apprenticeship program for the last 5 years.
- This course prepares students for entry-level work in fire sprinkler fitter companies at new construction sites and on remodeling and renovation projects. Core topics will focus on the design and installation of sprinkler systems based on specific codes and standards from the National Fire Protection Association and OSHA. Upon completion, students may sit for multiple industry-recognized credentials.

Request #3 of 3 New Course

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
HOS-4040	Hotel & Lodging Operations	210	T75-Service Operations	2

Rationale:

- This is a request from Durham TCC. The college provided an in-depth overview of the program to include local market information to support the need for training. The college convened an advisory board of 8 industry representatives.
- This course provides an overview of the lodging industry, followed by an in-depth look at common line-level positions at most hotels. Core topics will focus on positions in the rooms and food and beverage divisions of a lodging operation, including front desk, reservations, housekeeping, bell services, restaurant service, banquet setup, and OPERA Property Management System used in most major hotel companies. Guest service professionalism and career exploration are other important components of this program. Upon completion, students will have the knowledge base to sit for multiple industry-recognized credentials.
- Durham TCC will use the credentialing program established by the American Hotel & Lodging Educational Institute (EI) and the National Restaurant Association ServSafe. These two agencies are the premier training providers for this type of certification.
- Individuals completing this program leave with the following credentials: START Hotel & Lodging, Guest Services Gold Certificate, OPERA Property Management System, SERVSAFE for Managers, ServSafe Alcohol Certificate, and the Career Readiness Certificate.