

**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

- Asheville-Buncombe Technical Community College
 - Black Mountain Substance Abuse Treatment Center for Women*
 - Food Service Sanitation/Safety (ServSafe Certification)
 - HRD Employability Skills (Employability Life Skills)
 - HRD Career Readiness/Pathways (Hospitality Careers and START Certification)
 - HRD Technology Awareness (Computer Skills for Employment)
 - HRD Financial Literacy (Money Smart)
- Forsyth Technical Community College – Forsyth Correctional Institution
 - Maintenance Mechanic (Facility Maintenance Technician)
- Montgomery Community College – Southern Correctional Institution
 - Hotel & Lodging Operations (Hospitality & Tourism)
 - Customer Service (Customer Service for Hospitality & Tourism)
- South Piedmont Community College – Lanesboro Correctional Institution
 - Building Construction Trades (Building Construction Trades)
 - Construction Management (Construction Management)
- Southeastern Community College – Tabor Correctional Institution
 - Leadership Development – (Intro to Basic Principles of Leadership)
 - NC REAL/Entrepreneurship (REAL Small Business Development)

*Black Mountain Substance Abuse Treatment Center is a residential substance abuse treatment center for women operated by the NC Department of Public Safety (NCDPS)

Contact:

Continuing Education

Ms. Margaret Robertson, Associate Vice President
Workforce 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	<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-opted**

Month: 07/15/2016

Community College	Facility	Matrix Class.	Course Number	Code	Master Course List Title (Local Title)	Contact Hours
Asheville-Buncombe Tech. Community College	Black Mountain Substance Abuse Treatment Ctr. for Women*	*	HOS-3072	*	Food Service Sanitation/Safety (ServSafe Certification)	40
Asheville-Buncombe Tech. Community College	Black Mountain Substance Abuse Treatment Center for Women*	*	HRD-3001	*	HRD Employability Skills (Employability Life Skills)	115
Asheville-Buncombe Tech. Community College	Black Mountain Substance Abuse Treatment Center for Women*	*	HRD-3004	*	HRD Career Readiness/Pathways (Hospitality Careers and START Certification)	60
Asheville-Buncombe Tech. Community College	Black Mountain Substance Abuse Treatment Center for Women*	*	HRD-3005	*	HRD Technology Awareness (Computer Skills for Employment)	58
Asheville-Buncombe Tech. Community College	Black Mountain Substance Abuse Treatment Center for Women*	*	HRD-3008	*	HRD Financial Literacy (Money Smart)	30
Forsyth Tech. Community College	Forsyth Correctional Institution	3	MNT-3065	4430	Maintenance Mechanic (Facility Maintenance Technician)	396
Montgomery Community College	Southern Correctional Institution	4b	HOS-4040	3600	Hotel & Lodging Operations (Hospitality & Tourism)	252
Montgomery Community College	Southern Correctional Institution	4b	MKT-3834	3600	Customer Service (Customer Service for Hospitality & Tourism)	252
South Piedmont Community College	Lanesboro Correctional Institution	2	CAR-3112	4865	Building Construction Trades (Building Construction Trades)	480
South Piedmont Community College	Lanesboro Correctional Institution	2	CAR-3200	4865	Construction Management (Construction Management)	403
Southeastern Community College	Tabor Correctional Institution	3	MLS-3808	4885	Leadership Development (Intro to Basic Principles of Leadership)	144
Southeastern Community College	Tabor Correctional Institution	3	MLS-3871	4885	NC REAL/Entrepreneurship (REAL Small Business Development)	72

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