

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.

Basic Skills: Courses of Instruction

- Pitt Community College – Eastern Carolina Vocational Center (ECVC)
ABE/High School Equivalency

Continuing Education: Courses of Instruction

- Richmond Community College
 - Morrison Correctional Institution
 - HRD Career Readiness/Pathways (Career Readiness/Pathways)
 - HRD Technology Awareness (Introduction to Computer Skills)
 - HRD Financial Literacy (Economic Literacy)
 - Scotland Correctional Institution
 - HRD Employability Skills (Employability Skills)
 - HRD Career Planning/Assessment (Career Planning and Assessment)
 - HRD Career Readiness/Pathways (Career Readiness/Pathways)
 - HRD Technology Awareness (Introduction to Computer Skills)
 - HRD Motivation & Retention (Employability Motivation and Retention)
 - HRD Financial Literacy (Economic Literacy)
 - Custodial/Environmental Services (Custodial/Environmental Services)

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**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)
4a	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)
4b	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; Curriculum Associate in Applied Science Degree Programs; and/or College Transfer Degree Programs. (Minimum length of stay: 24 months)

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

SKILLS COURSES
Captive & Co-opted

Month: September 2013

Community College	Facility	Matrix Class.	Course Number	Code	Course Title	Contact Hours
Pitt Community College	Eastern Carolina Vocational Center (ECVC)		BSP 2000		ABE/High School Equivalency	1500

Comments _____

Definition of Basic Skills Programs included under BSP 2000:

ADULT BASIC EDUCATION (ABE): A program of basic educational skills for adults aged 16 or older who: are out of school, have not graduated from high school, or function at less than the ninth grade level of competency.

GENERAL EDUCATIONAL DEVELOPMENT (GED): A program of instruction designed to prepare adult students to pass the General Education Development (GED) test that leads to a High School Diploma Equivalency.

ADULT HIGH SCHOOL DIPLOMA (AHS): A program of instruction offered cooperatively with local public school systems to help adult students earn an Adult High School Diploma.
ENGLISH AS A SECOND LANGUAGE (ESL): A program of instruction to help adults who have limited or no proficiency in the School Diploma.

COMPENSATORY EDUCATION (CED): A program of instruction providing Basic Education Skills for adults with intellectual disabilities.

English language.

CONTINUING EDUCATION COURSES
Captive & Co-opted

Month: **September 2013**

Community College	Facility	Matrix Class.	Course Number	Code	Master Course List Title (Local Title)	Contact Hours
Richmond CC	Morrison Correctional Institution	3	HRD-3004	3930	HRD Career Readiness/Pathways (Career Readiness/Pathways)	72
Richmond CC	Morrison Correctional Institution	3	HRD-3005	3930	HRD Technology Awareness (Introduction to Computer Skills)	58
Richmond CC	Morrison Correctional Institution	3	HRD-3008	3930	HRD Financial Literacy (Economic Literacy)	30
Richmond CC	Scotland Correctional Institution	3	HRD-3001	4860	HRD Employability Skills (Employability Skills)	115
Richmond CC	Scotland Correctional Institution	3	HRD-3003	4860	HRD Career Planning/Assessment (Career Planning and Assessment)	16
Richmond CC	Scotland Correctional Institution	3	HRD-3004	4860	HRD Career Readiness/Pathways (Career Readiness/Pathways)	72
Richmond CC	Scotland Correctional Institution	3	HRD-3005	4860	HRD Technology Awareness (Introduction to Computer Skills)	58
Richmond CC	Scotland Correctional Institution	3	HRD-3006	4860	HRD Motivation & Retention (Employability Motivation and Retention)	30
Richmond CC	Scotland Correctional Institution	3	HRD-3008	4860	HRD Financial Literacy (Economic Literacy)	30
Richmond CC	Scotland Correctional Institution	3	HOS-3043	4860	Custodial/Environmental Services (Custodial/Environmental Services)	396