



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Dr. R. Scott Ralls, President

October 19, 2009

MEMORANDUM

TO: Presidents
Chief Academic Officers

FROM: Delores A. Parker
Senior Vice President
Chief Academic Officer

SUBJECT: State Board Action on October 16, 2009

On October 16, 2009, the State Board of Community Colleges approved the following two curriculums for the Special Application process:

Low Impact Development (A40290) Sustainability Technologies (A40370)

The complete list of curriculum programs approved for the Special Application process can be obtained by visiting Section 3A of the *Curriculum Procedures Reference Manual* at:

http://www.ncccommunitycolleges.edu/Programs/reference_manual2.htm

The State Board of Community Colleges also approved revisions to the following curriculum standards:

Associate in General Education (A10300)* Boat Manufacture and Service (Diploma) (D60330)
Physical Fitness Technology (A45610)-Title/Code revised to Health and Fitness Science (A45630)

Please be aware that you must implement the standard revision changes no later than one year after the effective term. You must update your college's electronic program of study and receive approval from the System Office prior to implementation of the revised program.

**Colleges are not required to file a program of study for the Associate in General Education (AGE) with the System Office for review or approval. The changes to the AGE curriculum standard were editorial in nature and, therefore, should not require a revised local program of study.*

Revisions to the AGE section (Section 13) of the *Curriculum Procedures Reference Manual* were approved by the State Board of Community Colleges. The revisions were made to incorporate terminology and guidelines that are consistent with Rule 23 NCAC 2E.0204 (3) (e).

The revised curriculum standards and the AGE section of the *Curriculum Procedures Manual* are attached for your convenience. You may view all curriculum standards and sections of the *Curriculum Procedures Manual* by visiting the Programs website at:

<http://www.ncccommunitycolleges.edu/Programs/>

If you have any questions concerning the State Board action items, please contact Dr. Judith C. Mann at 919-807-7108 or mannj@ncccommunitycolleges.edu.

DAP/JF/swj

Attachments

c: Dr. Judith C. Mann
Ms. Jennifer Frazelle

Dr. John Pettitt
Program Coordinators

CC09-034
Email

MAILING ADDRESS: 5016 MAIL SERVICE CENTER ~ RALEIGH, NC 27699-5016

Street Address: 200 West Jones ~ Raleigh, NC 27603 ~ 919-807-7100 ~ Fax 919-807-7164

AN EQUAL OPPORTUNITY EMPLOYER

CURRICULUM STANDARD

Effective Term
Fall 2010
[2010*03]

Curriculum Program Title

Health and Fitness Science

Code

A45630

Concentration

(not applicable)

Curriculum Description

The Health and Fitness Science program is designed to provide students with the knowledge and skills necessary for employment in the fitness and exercise industry.

Students will be trained in exercise science and be able to administer basic fitness tests and health risk appraisals, teach specific exercise and fitness classes and provide instruction in the proper use of exercise equipment and facilities.

Graduates should qualify for employment opportunities in commercial fitness clubs, YMCA's/YWCA's, wellness programs in business and industry, Parks & Recreation Departments and other organizations implementing exercise & fitness programs.

Curriculum Requirements*

[for associate degree, diploma, and certificate programs in accordance with 23 NCAC 02E.0204(3)]

- I. General Education.** Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.
- II. Major Hours.** AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. *(See second page for additional information.)*
- III. Other Required Hours.** A college may include courses to meet graduation or local employer requirements in a certificate, diploma, or associate in applied science program. These curriculum courses shall be selected from the Combined Course Library and must be approved by the System Office prior to implementation. Restricted, unique, or free elective courses may not be included as other required hours.

	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit (SHC)	64-76	36-48	12-18

**Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic use of computers.*

Major Hours

[ref. 23 NCAC 02E.0204 (3)]

- A. Core.** The subject/course core is comprised of subject areas and/or specific courses which are required for each curriculum program. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the subject/course core of the AAS program.
- B. Concentration** (*if applicable*). A concentration of study must include a minimum of 12 semester hours credit from required subjects and/or courses. The majority of the course credit hours are unique to the concentration. The required subjects and/or courses that make up the concentration of study are in addition to the required subject/course core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from any prefix listed, with the exception of prefixes listed in the core or concentration. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit.

Health and Fitness Science A45630

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: HEA 112 CPR & First Aid 2 SHC PSF110 Exercise Science 4 SHC PSF 111 Fitness & Exercise Testing I 4 SHC PSF 114 Physical Fitness Theory & Instruction 4 SHC PSF 116 Prevention & Care of Exercise Related Injuries 3 SHC PSF 120 Group Exercise Instruction 3 SHC PSF 210 Personal Training 3 SHC PSF 212 Exercise Programming 3 SHC PSF 218 Lifestyle Changes/Wellness 4 SHC Required Subject Areas: BIO 155 Nutrition 3 SHC BIO 168 Anatomy & Physiology I 4 SHC BIO 169 Anatomy & Physiology II 4 SHC	41 SHC	NR	16 SHC
B. CONCENTRATION (<i>Not applicable</i>)			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BIO, BUS, COE, CIS, DAN, HEA, MUS, PED, PSF, PSY, RSM, and SOC <i>Foreign language courses (including ASL) that are not designated as approved other major hours may be included in all programs up to a maximum of 3 semester hours of credit.</i>			

CURRICULUM STANDARD

Effective Term
Fall 1997
*[1997*03]*

Curriculum Program Title

Associate in General Education

Code

A10300

Curriculum Description

The Associate in General Education curriculum is designed for the academic enrichment of students who wish to broaden their education, with emphasis on personal interest, growth and development.

Course work includes study in the areas of humanities and fine arts, social and behavioral sciences, natural sciences and mathematics, and English composition. Opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers will be provided.

Through these skills, students will have a sound base for lifelong learning. Graduates are prepared for advancements within their field of interest and become better qualified for a wide range of employment opportunities.

Certificates and diplomas are not allowed under this degree program.

GENERAL EDUCATION (15 SHC)

The associate in general education curriculum program shall include a minimum of 15 semester hours of credit from general education curriculum courses selected from the Combined Course Library, including six hours in communications, three hours in humanities/fine arts, three hours in social/behavioral sciences, and three hours in natural sciences or mathematics. Courses must be at the 110-199 or 210-299 level

OTHER MAJOR HOURS (49-50 SHC)

Other major hours include additional general education and professional courses.

A maximum of 7 SHC in health, physical education, college orientation, and/or study skills may be included. Selected topics or seminar courses may be included in a program of study up to a maximum of three semester hours credit.

TOTAL SEMESTER HOURS CREDIT (SHC) IN PROGRAM: 64-65

CURRICULUM STANDARD

Effective Term
Spring 2010
[2010*01]

Curriculum Program Title

Boat Manufacture and Service (Diploma)

Code

D60330

Concentration

(not applicable)

Curriculum Description

The Boat Manufacture and Service Technology program prepares students for employment in the manufacture and service of boats. Students learn the basics of boat design and the implementation of those designs in various components and/or complete boats or yachts.

Course work includes reading and interpreting marine blueprints, manuals, and other documents common to the industry; lofting; constructing forms and mold-making; application of concepts and techniques in composite, and fiberglass; marine woodworking; interior finishing; and marine mechanical, electrical, and plumbing systems.

Graduates may find employment with boat/yacht manufacturers, service yards, dealerships doing commissioning work, and companies doing custom boat building.

*Curriculum Requirements**

[for associate degree, diploma, and certificate programs in accordance with 23 NCAC 02E.0204(3)]

- I. General Education.** Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.
- II. Major Hours.** AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. *(See second page for additional information.)*
- III. Other Required Hours.** A college may include courses to meet graduation or local employer requirements in a certificate, diploma, or associate in applied science program. These curriculum courses shall be selected from the Combined Course Library and must be approved by the System Office prior to implementation. Restricted, unique, or free elective courses may not be included as other required hours.

	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit (SHC)	64-76	36-48	12-18

**Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic use of computers.*

Major Hours

[ref. 23 NCAC 02E.0204(3)]

- A. Core.** The subject/course core is comprised of subject areas and/or specific courses which are required for each curriculum program. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the subject/course core of the AAS program.
- B. Concentration** (if applicable). A concentration of study must include a minimum of 12 semester hours credit from required subjects and/or courses. The majority of the course credit hours are unique to the concentration. The required subjects and/or courses that make up the concentration of study are in addition to the required subject/course core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from any prefix listed, with the exception of prefixes listed in the core or concentration. Work experience, including cooperative education, practicums, and internships, may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit.

Boat Manufacture and Service (Diploma) D60330

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE		25-28 SHC	
Required Courses. Select a minimum of 12 hours:			
BMS 110 Intro to Marine Woodwork	3 SHC		
BMS 111 Marine Joinery	3 SHC		
BMS 112 Marine Blueprints/Lofting	4 SHC		
BMS 113 Hull & Deck Construction	5 SHC		
BTB 110 Fiberglass Boat Bldg I	5 SHC		
BTB 111 Fiberglass Boat Bldg II	5 SHC		
BTB 112 Fiberglass Boat Repairs	3 SHC		
Required Subject Area. Select a minimum of one subject area:			
Composite Boat Manufacturing. Select a minimum of 13 SHC:			
BMS 114 Intro to Composites	3 SHC		
BMS 115 Tooling/Mold Construction	5 SHC		
BMS 116 Composite Production	5 SHC		
BMS 117 Marine Spray Finishing	2 SHC		
Marine Services.			
BTB 106 Engine Install/Systems	5 SHC		
BTB 107 Boat Electrical Systems	5 SHC		
BTB 108 Boat Plumbing Systems	6 SHC		

Proposed Boat Manufacture and Service (Diploma) D60330 (Continued)			
B. CONCENTRATION <i>(Not applicable)</i>			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes</i> ATR, BMS, BTB, BUS, CIS, COE, DDF, ELN, FBG, HET, ISC, and MPS <i>Foreign language courses (including ASL) that are not designated as approved other major hours may be included in all programs up to a maximum of 3 semester hours of credit.</i>			

SECTION 13

Associate in

General Education

(AGE)

Procedures

Section 13

ASSOCIATE IN GENERAL EDUCATION (A10300)

The Associate in General Education (AGE) curriculum is designed for individuals wishing to broaden their education, with emphasis on personal interest, growth and development. The two-year General Education program provides students opportunities to study English, literature, fine arts, philosophy, social science, science and mathematics.

Many of the courses are equivalent to college transfer courses; however, the program is not principally designed for college transfer. Courses must be at the 110-199 or 210-299 level. Within the degree program, the college shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers.

Diplomas and certificates are not allowed under this degree program.

Because of the unique nature of the AGE program, approval to offer this program may be granted by the System President. To gain approval, the college president should submit a request in writing to the System President.

The AGE program must be comprised of courses from the college's approved programs of study. Therefore, colleges are not required to file programs of study for the AGE with the System Office for review or approval.

References: Rule 23 NCAC 2E.0201(c) and Rule 23 NCAC 2E.0204(3)(e)