



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Dr. R. Scott Ralls, President

November 19, 2012

MEMORANDUM

TO: Presidents
Chief Academic Officers

FROM: Sharon E. Morrissey
Senior Vice President and Chief Academic Officer

SUBJECT: State Board Action on November 15, 2012
Curriculum Standard Revisions

On November 15, 2012, the State Board of Community Colleges approved the requested revisions to the following curriculum standards:

Emergency Preparedness Technology (A55420) (Title and Code change to
Emergency Management (A55460))
Heavy Equipment Operator (Diploma) (D35240)
Medical Transcription (Diploma) (D25320)
Photographic Technology (A30280)
Photographic Technology/Biocommunications Photography (A3028A)
Photographic Technology/Commercial Photography (A3028B)
Photographic Technology/Photojournalism (A3028C)
Photographic Technology/Portrait Studio Management (A3028D)

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

If you have any questions concerning the State Board action items, please contact Ms. Jennifer Frazelle at 919.807.7120 or frazellej@nccommunitycolleges.edu. An outline of the specific revisions and revised standards are attached for your convenience. You may view all curriculum standards and courses by visiting the Programs website at:

<http://www.nccommunitycolleges.edu/Programs/index.html>

SEM/JF/gr
Attachments

c: Dr. Van Wilson
Ms. Elizabeth Self
Ms. Jennifer Frazelle
Program Coordinators

CC12-028
Email

Outline of Curriculum Standard Revisions State Board of Community Colleges – November 15, 2012

Emergency Preparedness Technology (A55420)

- Changed title from Emergency Preparedness Technology to Emergency Management.
- As a result of the revised curriculum standard title, the program code changed to A55460.

Heavy Equipment Operator (Diploma) (D35240)

- Added the following courses to the core of the curriculum standard:

ISC 115	Construction Safety	HEO 113 Grades and Drawings
HEO 111	Heavy Equipment Operations I	ISC 121 Environmental Health & Safety
HEO 112	Heavy Equipment Operations II	

- Removed the following courses from the core of the curriculum standard:

HEO 100	Crawler Tractor	HEO 105 Motor Grader I
HEO 102	Backhoe-Loader Combination	HEO 107 Dragline I

- Changed diploma hours from 24 SHC to 32 SHC
- Revised curriculum description

Medical Transcription (Diploma) (D25320)

- Changed “The American Association for Medical Transcription” to “The Association for Healthcare Documentation Integrity” in the program description.

Photographic Technology (A30280)

Photographic Technology/Biocommunications Photography (A3028A)

Photographic Technology/Commercial Photography (A3028B)

Photographic Technology/Photojournalism (A3028C) *and*

Photographic Technology/Portrait Studio Management (A3028D)

- Eliminated the following subject area (Large-Format Photography) from the core:

Large-Format Photography. Select 4 SHC:

PHO 131	View Camera	4 SHC <i>or</i>
PHO 123	Large-Format Photography I	2 SHC <i>and</i>
PHO 133	Large-Format Photography II	2 SHC

- Added the following courses to the core:
PHO 139 Intro to Digital Imaging PHO 224 Multimedia Production

The revisions resulted in a change in core hours from 12-13 shc to 13-14 shc.

CURRICULUM STANDARD

Effective Term
Fall 2013
[2013*03]

Curriculum Program Title

Medical Transcription (Diploma)

Code

D25320

Concentration

(not applicable)

Curriculum Description

The Medical Transcription curriculum prepares individuals to become medical language specialists who interpret and transcribe dictation by physicians and other healthcare professionals in order to document patient care and facilitate delivery of healthcare services.

Students will gain extensive knowledge of medical terminology, pharmacology, human diseases, diagnostic studies, surgical procedures, and laboratory procedures. In addition to word processing skill and knowledge of voice processing equipment, students must master English grammar, spelling, and proofreading.

Graduates should qualify for employment in hospitals, medical clinics, doctors' offices, private transcription businesses, research facilities, insurance companies, and publishing companies. After acquiring work experience, individuals can apply to the Association for Healthcare Documentation Integrity[®] to become Certified Medical Transcriptionists.

*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.

Medical Transcription (Diploma) D25320

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: OST 136 Word Processing 3 SHC OST 164 Text Editing Applications 3 SHC OST 201 Medical Transcription I 4 SHC OST 202 Medical Transcription II 4 SHC Required Subject Areas: Medical Terminology. Select one set: MED 121 Medical Terminology I 3 SHC MED 122 Medical Terminology II 3 SHC <i>or</i> OST 141 Medical Terminology I-Medical Office 3 SHC OST 142 Medical Terminology II-Medical Office 3 SHC		20 SHC	
B. CONCENTRATION (Not applicable)			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BIO, CIS, COE, CSC, MED, and OST <i>Up to three semester hour credits may be selected from the following prefixes:</i> ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.			

CURRICULUM STANDARD

Effective Term
Spring 2013
[2013*01]

Curriculum Program Title

Heavy Equipment Operator (Diploma)

Code

D35240

Concentration

(not applicable)

Curriculum Description

The Heavy Equipment Operator curriculum prepares students to efficiently operate heavy equipment such as dozers, loaders, scrapers, and graders and to perform basic preventive maintenance on most types of heavy equipment.

Course work includes construction safety, property equipment operation, grades, drawings, environmental concerns, heavy equipment design characteristics and features, equipment maintenance, and common equipment systems.

Graduates of this program may find employment with state and local government agencies and private contractors engaged in highway or other construction activities.

*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.

Heavy Equipment Operator (Diploma) D35240

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: HEO 111 Heavy Equipment Operations I 12 SHC HEO 112 Heavy Equipment Operations II 12 SHC HEO 113 Grades and Drawings 3 SHC ISC 115 Construction Safety 2 SHC ISC 121 Environmental Health & Safety 3 SHC		32 SHC	
B. CONCENTRATION <i>(Not applicable)</i>			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> COE, HEO, and ISC <i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i>			

CURRICULUM STANDARD

Effective Term
Summer 2013
[2013*02]

Curriculum Program Title

Emergency Management

Code

A55460

Concentration

(not applicable)

Curriculum Description

The Emergency Management curriculum is designed to provide students with a foundation of technical and professional knowledge needed for emergency services delivery in local and state government agencies. Study involves both management and technical aspects of law enforcement, fire protection, emergency medical services, and emergency planning.

Course work includes classroom and laboratory exercises to introduce the student to various aspects of emergency preparedness, protection, and enforcement. Students will learn technical and administrative skills such as investigative principles, hazardous materials, codes, standards, emergency agency operations, and finance.

Employment opportunities include ambulance services, fire/rescue agencies, law enforcement agencies, fire marshal offices, industrial firms, educational institutions, emergency management offices, and other government agencies. Employed persons should have opportunities for skilled and supervisory-level positions.

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.

Emergency Management A55460

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: EPT 120 Sociology of Disaster 3 SHC EPT 130 Mitigation & Preparedness 3 SHC EPT 210 Response & Recovery 3 SHC EPT 220 Terrorism and Emer. Mgt 3 SHC EPT 275 Emergency OPS Center Mgt 3 SHC FIP 228 Local Govt Finance 3 SHC FIP 236 Emergency Management 3 SHC Required Subject Areas: Incident Management. Select one course from the following: EPT 150 Incident Management 3 SHC CJC 170 Crit Inc Mgt for Pub Saf 3 SHC Law and Ethics. Select one course from the following: EPT 124 EM Services Law & Ethics 3 SHC FIP 152 Fire Protection Law 3 SHC	27 SHC		
B. CONCENTRATION (Not applicable)			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BUS, CIS, CJC, COE, CSC, EHS, EMS, EPT, FIP, GIS, HEA, NET, and POL <i>Up to three semester hour credits may be selected from the following prefixes:</i> ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.			

CURRICULUM STANDARD

Effective Term
Spring 2013
[2013*01]

Curriculum Program Title

Photographic Technology

Code

A30280

Concentration

(not applicable)

Curriculum Description

The Photographic Technology curriculum offers training in photographic techniques and their application in professional photographic disciplines. Where offered, students will receive comprehensive course work in four areas of concentration: Biomedical Photography, Photojournalism, Commercial Photography, and Portrait Studio Management.

Special emphasis is placed on developing skills in the following areas: fundamentals of camera systems, lighting, photographic process, digital imaging, design, and business practices.

Graduates should qualify for entry-level jobs in the diverse photographic industry. Employment opportunities exist in the following areas: commercial photography, photojournalism, biomedical photography, portrait photography, equipment sales, photographic laboratories, and imaging technologies depending upon courses offered and completed.

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.

Photographic Technology A30280

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: PHO 110 Fundamentals of Photography 5 SHC PHO 139 Intro to Digital Imaging 2 SHC PHO 224 Multimedia Production 3 SHC Required Subject Areas: Lighting. Select 3-4 SHC: PHO 115 Basic Studio Lighting 4 SHC <i>or</i> PHO 125 Basic Object Lighting 1 SHC & PHO 126 Basic Portrait Lighting 1 SHC & PHO 135 Product Lighting 1 SHC	13-14 SHC	NR	
B. CONCENTRATION (Not applicable)			
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BUS, CIS, COE, CSC, GRA, GRD, PFN, and PHO <i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i>			

CURRICULUM STANDARD

Effective Term
Spring 2013
*[2013*01]*

Curriculum Program Title

Photographic Technology

Code

A3028A

Concentration

Biocommunications Photography

Curriculum Description

Biocommunications Photography is a concentration under the curriculum title of Photographic Technology. This curriculum provides individuals with the techniques and procedures used in biocommunications photography.

Course work includes all core first-year studies along with a strong foundation in basic portraiture, commercial photography, and photojournalism. Specialized courses include macro-photography, multimedia production, and internship experiences under close supervision in related settings.

Graduates should be thoroughly prepared to safely and successfully perform the duties required in entry-level positions in biocommunications photography or related areas.

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.

Photographic Technology/Biocommunications Photography A3028A

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE <i>A diploma offered under this AAS degree requires a minimum of 12 SHC extracted from the required subject/course core of the AAS degree.</i> Required Courses: PHO 110 Fundamentals of Photography 5 SHC PHO 139 Intro to Digital Imaging 2 SHC PHO 224 Multimedia Production 3 SHC Required Subject Areas: Lighting. Select 3-4 SHC: PHO 115 Basic Studio Lighting 4 SHC <i>or</i> PHO 125 Basic Object Lighting 1 SHC & PHO 126 Basic Portrait Lighting 1 SHC & PHO 135 Product Lighting 1 SHC	13-14 SHC	12 SHC	
B. CONCENTRATION <i>Courses unique to the concentration are designated with **</i> PHO 132 Small-Format Photography 4 SHC ** PHO 212 Biocom Photojournalism 2 SHC ** PHO 213 Macro Photography 2 SHC ** PHO 218 Biocom Portrait Lighting 2 SHC PHO 224 Multimedia Production 3 SHC ** PHO 225 Biocom Object Lighting 2 SHC ** PHO 230 Biocom Portfolio Prep 2 SHC	17 SHC	17 SHC	

Photographic Technology/Biocommunications Photography A3028A (Continued)

<p>C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i></p> <p>BIO, BUS, CIS, COE, CSC, GRA, GRD, PFN, and PHO</p> <p><i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i></p>			
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CURRICULUM STANDARD

Effective Term
Spring 2013
*[2013*01]*

Curriculum Program Title

Photographic Technology

Code

A3028B

Concentration

Commercial Photography

Curriculum Description

Commercial Photography is a concentration under the curriculum title of Photographic Technology. This curriculum provides in-depth study of professional commercial photography. Its segments, business practices, tools, techniques, and applications are explored via demonstrations, assignments, and on-the-job internships.

Course work includes in-depth study of advertising photography and product illustration; studio and location camera techniques and lighting; model, food and architectural photography; layout specifications and art direction; corporate and stock photography; digital imaging applications; and current commercial business practices.

Graduates should be thoroughly prepared to successfully perform the duties required in entry-level positions within the commercial photography industry.

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.

Photographic Technology/Commercial Photography A3028B

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: PHO 110 Fundamentals of Photography 5 SHC PHO 139 Intro to Digital Imaging 2 SHC PHO 224 Multimedia Production 3 SHC Required Subject Areas: Lighting. Select 3-4 SHC: PHO 115 Basic Studio Lighting 4 SHC <i>or</i> PHO 125 Basic Object Lighting 1 SHC & PHO 126 Basic Portrait Lighting 1 SHC & PHO 135 Product Lighting 1 SHC	13-14 SHC	NR	
B. CONCENTRATION <i>Courses unique to the concentration are designated with **</i> PHO 132 Small-Format Photography 4 SHC ** PHO 215 Photographic Illustration 6 SHC ** PHO 229 Advertising Photography 6 SHC ** PHO 231 Commercial Portfolio Preparation 2 SHC	18 SHC	18 SHC	
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BUS, CIS, COE, CSC, GRA, GRD, PFN, and PHO <i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i>			

CURRICULUM STANDARD

Effective Term
Spring 2013
[2013*01]

Curriculum Program Title

Photographic Technology

Code

A3028C

Concentration

Photojournalism

Curriculum Description

Photojournalism is a concentration under the curriculum title of Photographic Technology. This curriculum provides in-depth coverage of professional photojournalism as it is currently practiced at newspapers and magazines.

Students will receive practical comprehensive instruction in the logistics and techniques of photojournalism. Courses include detailed study of photography of news, sports, and features; computer-based layout and design; and legal and ethical issues. Newspaper internships provide on-the-job training.

Graduates should be thoroughly prepared to successfully perform the duties required in entry-level positions in photojournalism.

*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.

Photographic Technology/Photojournalism A3028C

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: PHO 110 Fundamentals of Photography 5 SHC PHO 139 Intro to Digital Imaging 2 SHC PHO 224 Multimedia Production 3 SHC Required Subject Areas: Lighting. Select 3-4 SHC: PHO 115 Basic Studio Lighting 4 SHC <i>or</i> PHO 125 Basic Object Lighting 1 SHC & PHO 126 Basic Portrait Lighting 1 SHC & PHO 135 Product Lighting 1 SHC	13-14 SHC	NR	
B. CONCENTRATION <i>Courses unique to the concentration are designated with **</i> PHO 132 Small-Format Photography 4 SHC PHO 217 Photojournalism I 4 SHC ** PHO 227 Photojournalism II 8 SHC ** PHO 232 Photojournalism Portfolio Preparation 2 SHC	18 SHC	18 SHC	
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BUS, CIS, COE, CSC, GRA, GRD, JOU, PFN, and PHO <i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i>			

CURRICULUM STANDARD

Effective Term
Spring 2013
*[2013*01]*

Curriculum Program Title

Photographic Technology

Code

A3028D

Concentration

Portrait Studio Management

Curriculum Description

Portrait Studio Management is a concentration under the curriculum title of Photographic Technology. This curriculum prepares individuals with the techniques and procedures used in professional portraiture.

Course work includes equipment operation and photographic techniques specific to studio and location portraiture of individuals and groups. Additional topics covered include wedding protocol and logistics, posing, business practices, retouching, presentation, and studio management.

Graduates should be thoroughly prepared to successfully perform the duties required in entry-level portrait studio management.

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.

Photographic Technology/Portrait Studio Management A3028D

	AAS	Diploma	Certificate
Minimum Major Hours Required	49 SHC	30 SHC	12 SHC
A. CORE Required Courses: PHO 110 Fundamentals of Photography 5 SHC PHO 139 Intro to Digital Imaging 2 SHC PHO 224 Multimedia Production 3 SHC Required Subject Areas: Lighting. Select 3-4 SHC: PHO 115 Basic Studio Lighting 4 SHC <i>or</i> PHO 125 Basic Object Lighting 1 SHC & PHO 126 Basic Portrait Lighting 1 SHC & PHO 135 Product Lighting 1 SHC	13-14 SHC	NR	
B. CONCENTRATION <i>Courses unique to the concentration are designated with **</i> PHO 132 Small-Format Photography 4 SHC PHO 210 Professional Wedding Photography 3 SHC ** PHO 211 Professional Portraiture I 8 SHC ** PHO 221 Professional Portraiture II 5 SHC ** PHO 233 Professional Portfolio Preparation 2 SHC	22 SHC		
C. OTHER MAJOR HOURS <i>To be selected from the following prefixes:</i> BUS, CIS, COE, CSC, PFN, and PHO <i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i>			