



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Mr. George Fouts
Interim President

February 22, 2016

MEMORANDUM

TO: Senior Continuing Education Administrators
FROM: Barbara Boyce, Associate Vice-President, Workforce Continuing Education
RE: State Board Course Approvals – February 19, 2016

At its meeting on February 19, 2016, the State Board approved the following Continuing Education courses for placement in the Combined Course Library. Attached you will find the course details.

New Courses

Approval Date	Course Id	Course Title	Recommend Hours	Tier
2/19/2016	HRD-4000	Intro to Human Services: DSS Income Maintenance Caseworker	42	3
2/19/2016	COS-3104	Natural Hair Care Specialist	300	2
2/19/2016	EME-3500	Emergency Dispatch	120	3
2/19/2016	ENT-3000	Audio and Visual & Sound Engineering Technician	320	3

Course Modifications

Approval Date	Course Id	Course Title	Recommended Hours	Tier
2/19/2016	HSE-3264	Activity Director – Basic	Increase From 50 to 75	3
2/19/2016	HEO-3200	Roadway Construction	Increase From 36 to 50	3

If you have questions regarding the process for adding a new course or making a modification to an existing course to the Combined Course Library, then contact me at boyceb@nccommunitycolleges.edu or call at 919-807-7158.

cc: Continuing Education Registrars

CC16-007
E-mail Copy

Combined Course Library (CCL) Updates Workforce Continuing Education

New Courses

Approval Date	Course Id	Course Title	Description	Recommend Hours	Program Area	Tier	Contact Person
2-19-2016	HRD-4000	Intro to Human Services: DSS Income Maintenance Caseworker	<p>This course will focus on entry-level positions as Income Maintenance Caseworkers. Core topics include: career exploration, entry-level skill competencies, communication, computer literacy, and job retention.</p> <p>This course is linked to HSE 3220 Income Maintenance Caseworker – NC FAST and must utilize the state approved curriculum.</p>	42	B20 – Human Resources Development	3	Margaret Robertson
2-19-2016	COS-3104	Natural Hair Care Specialist	<p>Effective July 1, 2015, to practice as a Natural Hair Care Specialist individuals must graduate from a licensed Cosmetic Arts natural hair care school, pass an examination and pay for licensure. This course is designed to meet the educational requirements set forth by the North Carolina Board of Cosmetic Art Examiners.</p> <p>Credentialing Agency: NC Board of Cosmetic Arts Examiners - http://www.nccosmeticarts.com/</p>	300	T75 – Service Occupations	2	Margaret Robertson

Combined Course Library (CCL) Updates
Workforce Continuing Education

Approval Date	Course Id	Course Title	Description	Recommend Hours	Program Area	Tier	Contact Person
2-19-2016	EME-3500	Emergency Dispatch	<p>This course is designed to prepare individuals for employment within an Emergency 911 Telecommunications Center. Course work will include instructor led lectures, hands on experience with console and card sets, and opportunities to participate in real time scenarios while learning essential multi-tasking techniques. Upon completion of this course, students will be prepared to effectively operate the functional aspects within an Emergency 911 Center.</p> <p>Certification Opportunities: International Academy of Emergency Dispatch: http://www.emergencydispatch.org/Certification</p>	120	R40 – Government Regulations	3	Margaret Robertson

Combined Course Library (CCL) Updates
Workforce Continuing Education

Approval Date	Course Id	Course Title	Description	Recommend Hours	Program Area	Tier	Contact Person
2-19-2016	ENT-3000	Audio and Visual & Sound Engineering Technician	<p>This course provides an understanding of sound recording and engineering. This includes, but is not limited to: the physics of sound, an understanding of the electronics that transmit audio, study of sound recording and engineering tools, and experience using these tools to record sound. Upon completion, students will have a strong foundation of audio engineering to apply to more in depth learning or a career in the audio engineering field.</p> <p>Certification Opportunities: Society of Broadcast Engineers (www.sbe.org/sections/cert_index.php)</p> <p>InfoComm International (www.infocomm.org/cps/rde/xchg/infocomm/hs.xsl/certification.htm)</p>	320	T75 – Service Occupations	3	Margaret Robertson

Combined Course Library (CCL) Updates Workforce Continuing Education

Course Modification

Approval Date	Course Id	Course Title	Comments	Recommend Hours	Program Area	Tier	Contact Person
2-19-2016	HSE-3264	Activity Director – Basic	This course is designed to provide basic training to individuals desiring to become an activity director in a healthcare related setting. Currently the minimum required training is 50 hours. The Department Of Health And Human Services (DHHS), Division Of Health Service Regulation, Nursing Home Licensure And Certification And The Adult Care Licensure section requested that the recommended hours be increased by 25 hours to provide students with more hands-on experience in either a nursing facility or adult care home. Certification opportunities: national certification council for activity professionals (http://nccap.org/certification) or national association of activity professionals credentialing center (http://naapcc.net/certification-standards/)	Increase From 50 to 75	L30 - Health	3	Margaret Roberton
2-19-2016	HEO-3200	Roadway Construction	This course provides training for NC Department of Transportation (NCDOT) Asphalt Roadway Technicians. Instructional areas will focus on inspection techniques related to hauling, laydown, and compaction of asphalt pavements. Upon completion, students may qualify for certifications within the hot mix asphalt/quality management system (HMA/QMS) program. Certification opportunity: safety and health council - http://www.safetync.org/flaggercourses.htm	Increase From 36 to 50	H30 – Construction Occupations	3	Margaret Roberton

Contact Information: Margaret Roberton 919-807-7159 robertonm@nccommunitycolleges.edu