

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Dr. James C. Williamson President

August 22, 2016

MEMORANDUM

TO: Presidents

Chief Academic Officers

FROM: Wesley E. Beddard, Associate Vice President

Programs

SUBJECT: State Board Action on August 19, 2016

New and Revised Curriculum Standards

On August 19, 2016, the State Board of Community Colleges approved the following new curriculum standards:

Early Childhood Administration (Certificate) (C55850) Early Childhood Preschool (Certificate) (C55860) Surgical First Assistant (A45870)

A Tier 1A funding classification for the new Surgical First Assistant (SFA) curriculum prefix has been approved. A copy of the new SFA Courses is attached.

Both the Early Childhood Administration and Preschool curriculum titles have been added to the Special Application (abbreviated) program application process. For additional information about this abbreviated process, please review Section 3A of the *Curriculum Procedures Reference Manual* at:

http://www.nccommunitycolleges.edu/academic-programs/curriculum-procedures-reference-manual-cprm

In addition, the State Board of Community Colleges approved the revision to the following attached curriculum standard:

Therapeutic Massage (A45750)

Please be aware that you must implement the revised curriculum standard 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.

Presidents Chief Academic Officers Page 2 August 22, 2016

An outline of the specific curriculum standard revision is attached for your convenience. You may view all curriculum standards and courses by visiting the Academic Programs website at:

http://www.nccommunitycolleges.edu/academic-programs

If you have any questions concerning the August State Board action items listed above, please contact Ms. Jennifer Frazelle at 919.807.7120 or frazellei@nccommunitycolleges.edu.

WB/JF/gr Attachments

c: Dr. Lisa M. Chapman Ms. Jennifer Frazelle Ms. Elizabeth Self Program Coordinators

> CC16-033 Email

Outline of Curriculum Standard Revision State Board of Community Colleges August 19, 2016

Therapeutic Massage (A45750):

Proposed Revision:

• Removed the following course from the required Core: BIO 271 Pathophysiology

Note: The deletion of the course from the core will result in a change of core hours from 45 SHC to 42 SHC for the associate degree program.

Effective Term Spring 2017 [2017*01]

Curriculum Program Title	Early Childhood Administration (Certificate)	Program Code	C55850
Concentration	(not applicable)	CIP Code	13.0401

Curriculum Description

This curriculum prepares individuals pursuing administrating roles in diverse child care settings to effectively work with children, families and teachers. The certificate is composed of learning opportunities in developmental theories, competency and evidence-based professional knowledge, administrative skills and leadership qualities.

Course work includes foundations in early childhood education, physical/nutritional needs of young children, safety issues in the care of young children; communication and leadership skills with teachers, families and children; programming and staffing, budgeting/financial management and marketing, and rules and regulations of early childhood programs.

Employment opportunities include entrepreneurship and/or management of child development and child care programs, preschools, public and private schools, recreational centers, Early Head Start and Head Start programs, and other programs.

Curriculum Requirements*

- **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.
- **Major Hours**. AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work-based learning 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.

[ref. 1D SBCCC 400.97 (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-based learning 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.

					AAS	Diploma	Certificate
Min	imum Ma	jor Ho	urs Required		49 SHC	30 SHC	12 SHC
Α.	CORE						
	Requir	ed Cou	irses:				16 SHC
	EDU	119	Introduction to Early Childhood Education	4 SHC			
	EDU	131	Child, Family and Community	3 SHC			
	EDU	153	Health, Safety and Nutrition	3 SHC			
	EDU	261	Early Childhood Administration I	3 SHC			
	EDU	262	Early Childhood Administration II	3 SHC			
В.	N/A CONCE	NTRAT	TION (Not applicable)				
C.	OTHER MAJOR HOURS						
	To be sel	ected fro	om the following prefixes:				
	ACC, A	RT, ASL	., BIO, BUS, CHM, CIS, CSC, DAN, EDU, HEA, HI	s, MUS,			
	OST, PI	HS, PSY	, SCI, SOC and WBL				
	Up to t	wo sen	nester hour credits may be selected from ACA.				
	•	ng pref	emester hour credits may be selected from the fixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, P				

Effective Term Spring 2017 [2017*01]

Curriculum Program Title	Early Childhood Preschool (Certificate)	Program Code	C55860
Concentration	(not applicable)	CIP	13.1209

Curriculum Description

This curriculum prepares individuals to work with preschool aged children (3-5) in diverse learning environments. Students will combine learned theories, competency-based knowledge, and practice in actual settings with preschool children.

Course work includes child growth and development, physical/nutritional needs of preschool children, safety issues in the care of preschool children; care and guidance; communication skills with families and children; design and implementation of appropriate curriculum; and other related topics.

Graduates should be prepared to plan and implement developmentally appropriate preschool programs in early childhood settings. Employment opportunities include child development and child care programs, preschools, public and private schools, recreational centers, Head Start Programs, and other preschool programs.

Curriculum Requirements*

- **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.
- **Major Hours**. AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work-based learning 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.

[ref. 1D SBCCC 400.97 (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-based learning 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.

			Early Childhood Preschoo	l (Certifica	te) C55860		
					AAS	Diploma	Certificate
Min	imum Ma	ajor Ho	urs Required		49 SHC	30 SHC	12 SHC
A.	CORE						
	Requir	ed Cou	ırses:				16 SHC
	EDU	119	Introduction to Early Childhood Education	4 SHC			
	EDU	131	Child, Family and Community	3 SHC			
	EDU	146	Child Guidance	3 SHC			
	EDU	153	Health, Safety and Nutrition	3 SHC			
	Requir	ed Sub	ject Areas:				
	Child D	Pevelop	oment: Select one				
	EDU	145	Child Development II	3 SHC			
	PSY	245	Child Development II	3 SHC			
В.	CONCE	NTRAT	FION (Not applicable)				
C.	OTHER	MAJO	R HOURS				
	To be sel	lected fro	om the following prefixes:				
	ACC, ART, ASL, BIO, BUS, CHM, CIS, CSC, DAN, EDU, HEA, HIS, MUS,			IS, MUS,			
	OST, PI	HS, PSY	′, SCI, SOC and WBL				
	Up to t	wo sen	nester hour credits may be selected from ACA				
	Up to t	hree se	emester hour credits may be selected from the	following			
	prefixe	s: ARA,	ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS C	and SPA.			

Effective Term Summer 2017 [2017*02]

Curriculum Program Title

Surgical First Assistant (Certificate)

Code

Concentration

(not applicable)

CIP
Code

Code

Code

Curriculum Description

The Surgical First Assistant curriculum is designed to prepare qualified Surgical Technologists and other surgical professionals with the educational preparation necessary to assume the role of the Surgical First Assistant during operative and other invasive procedures.

Students will learn to apply didactic knowledge to the care of the surgical patient and provide assistance in exposure, hemostasis, and other technical functions that will assist the surgeon in performing a safe operation with optimal results for the patient.

Graduates of an accredited Commission on Accreditation of Allied Health Education Program (CAAHEP) program may be eligible to test with one of the following organizations: National Board of Surgical Technology and Surgical Assisting (NBSTSA), National Surgical Assistant Association (NSAA) and the American Board of Surgical Assisting (ABSA). Employment opportunities include hospitals, clinics, educational institutions, and self-employment.

Individuals entering this curriculum must possess a minimum of an associate degree.

Curriculum Requirements*

- **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-based learning 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 in Program	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.

[ref. 1D SBCCC 400.97 (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 of 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-based learning 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.

Surgical First Assistant (Certificate) (C45870) **AAS Diploma** Certificate Minimum Major Hours Required **49 SHC 30 SHC 12 SHC** Α. **CORE 18 SHC Required Courses:** 200 SFA SFA Anatomy & Pathophysiology 4 SHC SFA 201 Fundamentals of SFA 3 SHC 202 SFA Surgical Patient Management 3 SHC 203 Advanced Surgical Pharmacology SFA 3 SHC 204 SFA **SFA Techniques** 3 SHC WBL 111 Work-Based Learning I 1 SHC WBL 121 Work-Based Learning II 1 SHC В. **CONCENTRATION** (if applicable) C. OTHER MAJOR HOURS To be selected from the following prefixes: Not Applicable

Surgical First Assistant Courses

SFA 200 SFA Anatomy & Pathophysiology

Class: 3 Lab: 2 Clinical: 0 Credit: 4

Prerequisites: None Corequisites: None

This course is designed to promote an understanding of surgical anatomy and pathophysiology. Emphasis is placed on the structure and function of body systems, including etiology, pathology, manifestation, treatment, and prognosis. Upon completion, students should be able to explain surgical anatomy, categorize diseases, define pathology, identify organ/body systems involved, and discuss surgical treatments and prognosis.

SFA 201 Fundamentals of SFA

Class: 3 Lab: 0 Clinical: 0 Credit: 3

Prerequisites: SFA 200 SFA Anatomy & Pathophysiology

Corequisites: WBL 111 Work-Based Learning I

This course is designed for healthcare workers developing their competencies in the fundamentals of the theory and practice of a Surgical First Assistant. Emphasis is placed on the responsibilities of a Surgical First Assistant, perioperative monitoring equipment, diagnostic tests, and related surgical procedures. Upon completion, students should be able to explain the role of the Surgical First Assistant and demonstrate competence in basic techniques of surgical patient care.

SFA 202 Surgical Patient Management

Class: 3 Lab: 0 Clinical: 0 Credit: 3

Prerequisites: SFA 201 Fundamentals of SFA

Corequisites: None

This course is designed to introduce the student on the theory and practice of caring for the surgical patient. Emphasis is placed on skills needed to manage perioperative patients. Upon completion, students should be able to manage surgical patients effectively and efficiently.

SFA 203 Advanced Surgical Pharmacology

Class: 3 Lab: 0 Clinical: 0 Credit: 3

Prerequisites: None Corequisites: None

This course is designed to provide an in depth study of pharmacology as it relates to surgical intervention in the surgical environment. Emphasis is placed on the indications, administration, contraindication, and safety considerations of pharmacologic agents used in surgery. Upon completion, students should be able to demonstrate an understanding of the different pharmacologic agents, their methods of administration, and how the agents may impact the surgical procedure.

SFA 204 SFA Techniques

Class: 3 Lab: 0 Clinical: 0 Credit: 3

Prerequisites: SFA 201 Fundamentals of SFA Corequisites: WBL 121 Work-Based Learning II

This course is designed to familiarize the Surgical First Assistant with surgical skills and techniques utilized by the surgical assistant. Emphasis is placed on fundamental care, surgical equipment and routines which are required to ensure safe and efficient care of surgical patients. Upon completion, students should be able to demonstrate surgical techniques as they relate to the Surgical First Assistant.

Effective Term Summer 2017 [2017*02]

Curriculum Program Title	Therapeutic Massage	Program Code	A45750
Concentration	(not applicable)	CIP Code:	51.3501

Curriculum Description

The Therapeutic Massage curriculum prepares graduates to work in direct client care settings to provide manipulation, methodical pressure, friction and kneading of the body for maintaining wellness or treating alterations in wellness throughout the lifespan.

Courses will include content in normal human anatomy and physiology, therapeutic massage, ethical/legal issues, business practices, nutrition and psychology.

Employment opportunities include hospitals/rehabilitation centers, health departments, home health, medical offices, nursing homes, spas/health/sports clubs, and private practice. Graduates may be eligible to take the Massage and Bodywork Licensing Exam.

Curriculum Requirements*

- **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.
- **Major Hours**. AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work-based learning 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.

[ref. 1D SBCCC 400.97 (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-based learning 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.

			Therapeu	itic Massage (A457	'50)		
					AAS	Diploma	Certificate
Min	imum Ma	jor Ho	urs Required		49 SHC	30 SHC	12 SHC
	A. CC	RE			42 SHC	22 SHC	
	Col	urses requ	uired for the diploma are designated with st				
Req	uired Cou	ırses:					
*	MTH	110	Fundamentals of Massage	10 SHC			
*	MTH	120	Ther Massage Applications	10 SHC			
*	MTH	125	Ethics of Massage	2 SHC			
	MTH	130	Therapeutic Massage Mgmt	2 SHC			
	MTH	210	Adv Skills of Massage	8 SHC			
	MTH	220	Outcome-Based Massage	7 SHC			
Req	uired Sub	ject Ar	eas:				
Psyc	hology/Hu	ıman Re	lations. Select one.				
	BUS	152	Human Relations	3 SHC			
	PSY	118	Interpersonal Psychology	3 SHC			
	PSY	150	General Psychology	3 SHC			
В.	CONCE	NTRAT	ION (Not applicable)				
C.	OTHER	MAJOI	R HOURS				
	BIO, BU	S, CIS, E	NG, HEA, HSC, MED, MTH, NUT, PED, P	SF, PSY, SOC, and WBL			
	Up to tv	vo seme	ster hour credits may be selected from	ACA.			
			nester hour credits may be selected fror ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, I				