



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Dr. James C. Williamson*

*President*

November 21, 2016

**MEMORANDUM**

TO: Senior Continuing Education Administrators

FROM: Margaret Robertson,  
Associate Vice-President, Workforce Continuing Education

RE: State Board Course Approvals – November 18, 2016

At the November 18, 2016 meeting, the State Board approved the following Continuing Education courses for placement or modification in the Combined Course Library. Attached is the detail information for each course.

**New Courses**

State Board Approval Date	Course Id	Course Title	Recommended Hours	Tier Level
November 18, 2016	HET 3125	Fleet Maintenance Technician	240	1A

**Course Modification**

State Board Approval Date	Course Id	Course Title	Recommended Hours	Tier Level
November 18, 2016	FIP 3000	Firefighter/HAZMAT/TIMS Block	Increase from 458 to 464	2

If you have any questions concerning these courses, see the contact person listed on the attachment. If you have questions regarding the process for adding a new course or making a modification to an existing course to the CCL, contact me at [robertonm@nccommunitycolleges.edu](mailto:robertonm@nccommunitycolleges.edu) or call at 919-807-7159.

CC: Continuing Education Registrars

**CC16-047  
Email**

## Combined Course Library (CCL) Updates

# Workforce Continuing Education

### New Courses

State Board Approval Date	Course Id	Course Title	Description	Recommended Hours	Program Area	Tier Level	Contact Person
11/18/16	HET 3125	Fleet Maintenance Technician	This course will introduce the basic components and systems necessary for a fleet maintenance technician, including brake system, exhaust system, fuel system, lighting devices, steering mechanism, suspension, frame, tires, wheels and rims, and windshield wipers. An emphasis will be placed on safety and identifying potential problems before they become major repair issues. Upon completion of the course, students will be able to identify heavy truck components and systems and perform basic troubleshooting procedures.	240	V-40 Automotive Occupations	1A	Nate Humphrey

### Contact Information

Nate Humphrey

919-807-7158

[humphreyj@nccommunitycolleges.edu](mailto:humphreyj@nccommunitycolleges.edu)

## Combined Course Library (CCL) Updates Workforce Continuing Education

### Course Modification

State Board Approval Date	Course Id	Course Title	Comments	Recommended Hours	Tier Level	Contact Person
11/18/2016	FIP 3000	Firefighter/HAZMAT/TIMS Block	This block course is designed for Fire and Rescue Academies and aligns with firefighter certification requirements as approved by the NC Fire and Rescue Commission. This certification-related course consists of all content identified by the NC Fire and Rescue Commission as currently required for Firefighter I and II and Hazardous Materials Level 1 Responder certifications and for Traffic Incident Management System (TIMS) training. FIP-3000 transfers as one block, in its entirety, to the Office of State Fire Marshal (OSFM). Colleges must adhere to specific policies that govern its use, including the following: 1) Students must successfully complete all components of this block course to get credit for any of the individual certifications/courses; 2) each part of the block has its own mandated attendance policy that must still be followed; and 3) any part within this block that has its own state testing requirements, to include practicals if any, must still be followed. Colleges may additionally integrate physical training competencies into the FIP-3000 block academy to complement Commission-regulated content, not to exceed the maximum hours of the course.	Increase from 458 to 464	2	Tracy McPherson

### Contact Information

Tracy McPherson

919-807-7117

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