



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Thomas A. Stith, III

President

NUMBERED MEMO CC22-028

TO: Senior Continuing Education Administrators

FROM: Nate Humphrey
Associate Vice President, Workforce and Continuing Education Programs

SUBJECT: State Board WCE Course Approvals – April 2022

DATE: April 27, 2022

The State Board has approved the below Workforce Continuing Education course for modification in the Combined Course Library. Attached is detailed information for the course.

Colleges are reminded that new and modified courses must be downloaded to the local course library (XUIC) and applied to local course copies (XULU). These processes are a mandatory workflow following all State Board changes to the Combined Course Library. Staff requiring assistance on the course download/update process should access the “Curriculum Management for Continuing Education User Guide” ([KB0010403](#)) in [ServiceNow](#) for a step-by-step guide.

| Course ID | Course Title | Recommended Hours | Program Area | Tier Designation |
|-----------|--------------------------------|----------------------------------|---------------------------|------------------|
| HEA-3010 | Fitness Instructor Preparation | Current 50 Modified 84 | L30 Health Occupations | 3 |

If you have questions concerning these courses, see the contact person listed on the attachment. If you have questions regarding the process for submitting a new course or requesting a modification to an existing course in the CCL, contact Workforce and Continuing Education Programs, at WCERequests@nccommunitycolleges.edu.

CC: Chief Academic Officers
Continuing Education Registrars
Registrars
System Administrators
Planners

Workforce and Continuing Education & College and Career Readiness New Course Approvals, Modifications, and Tier Designations

Request for Modification: 1 of 1

Requesting College or Agency: Stanly Community College

| Course ID | Course Title | Recommended Hours | Program Area | Tier Designation |
|-----------|--------------------------------|----------------------------------|---------------------------|------------------|
| HEA-3010 | Fitness Instructor Preparation | Current 50 Modified 84 | L30 Health Occupations | 3 |

Description: This course is to prepare student for employment as fitness instructors. Objectives of the course are to provide the student with a basic understanding of exercise physiology, anatomy, and kinesiology; components of an aerobic exercise class, modifying movements for individual needs, monitoring exercise intensity; low-impact aerobics, teaching techniques for exercise classes; musculo-skeletal injuries, emergency procedures and CPR (AHA Certification). An emphasis is placed on the practical application of the didactic training. Students are evaluated by both a written and a practical exam. A score of 70 or better is required on each.

Contact(s): Karen Tikkanen
Director, Workforce Continuing Education