



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*William Carver, II, Interim President*

August 11, 2020

**MEMORANDUM**

TO: Senior Continuing Education Administrators

FROM: Nate Humphrey,  
Associate Vice-President, Workforce Continuing Education

RE: State Board Course Approvals – July 17, 2020

At the July 17, 2020 meeting, the State Board approved the following Continuing Education courses for addition or modification in the Combined Course Library. Attached is the detailed information for each course.

**New Courses**

Course ID	Course Title	Recommended Hours	Tier Level
<b>COD 3102</b>	Residential Changeout Standard Inspection	36	3
<b>CST 3110</b>	Construction Core Skills	130	1A
<b>CJC 5046</b>	Impartial Policing	40	3
<b>TCT 3200</b>	Telecommunications Tower Technician	160	1A

**Course Modification**

Course ID	Course Title	Current Hours	Recommended Hours	Tier Level
<b>CSC 3110</b>	Computer Programming	60	96	1B

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 in the CCL, contact Nate Humphrey at [humphreyn@nccommunitycolleges.edu](mailto:humphreyn@nccommunitycolleges.edu) or call 919-807-7159.

CC: Continuing Education Registrars

**CC20-054**

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

### New Courses

**Requesting College or Agency: NC Department of Insurance (NC DOI)**

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
COD 3102	Residential Changeout Standard Inspection	36	R40 – Gov’t Regulations	3

**Description:** The Residential Changeout course is designed for the education and training of the Residential Changeout code enforcement official who has the responsibility of inspecting like-for-like residential changeouts. Upon completion, course participants will have a better understanding of the Electrical Code, the Mechanical Code, and the Plumbing Code of the North Carolina State Building Code and will be able to apply the Codes in the inspection field. In addition, with the successful completion of the Residential Changeout Standard Course (Part I and Part II) and the Law and Administration courses in conjunction with other education and experience requirements specified by the North Carolina Code Officials Qualification Board, course participants will be eligible to take the Residential Changeout State examination for inspector certification.

**Contact Information**

Karen Tikkanen      919-807-7158      [tikkanenk@nccommunitycolleges.edu](mailto:tikkanenk@nccommunitycolleges.edu)

**Requesting College or Agency: Sandhills Community College**

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CST 3110	Construction Core Skills	130	H30 – Construction	1A

**Description:** This course prepares students for entry to craft skills trades. Topics include basic safety, introductions to construction math, hand tools, power tools, construction drawing, and material handling as well as communication skills. Successful completion of the course will prepare students for transition into higher levels skilled trades programs.

**Contact Information**

Karen Tikkanen      919-807-7158      [tikkanenk@nccommunitycolleges.edu](mailto:tikkanenk@nccommunitycolleges.edu)

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

**Requesting College or Agency: Wake Technical Community College**

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
CJC 5046	Impartial Policing	40	R20 – Criminal Justice	3

**Description:** This structured course includes topics addressing impartial policing, the importance of having a strong moral compass, and strategies for developing deliberate leadership qualities, to include building collaborative community engagements and trusting relationships. This course is specific to content provided through train-the-trainer activities and should be offered consistent with these specified guidelines. For details, contact the Director of Public Safety Training at the North Carolina Community College System Office.

**Contact Information**

Mickey Biggs            919-291-2756    [biggsm@nccommunitycolleges.edu](mailto:biggsm@nccommunitycolleges.edu)  
 Tracy McPherson      919-807-7117    [mcpersont@nccommunitycolleges.edu](mailto:mcpersont@nccommunitycolleges.edu)

**Requesting College or Agency: Wake Technical Community College**

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
TCT 3200	Telecommunications Tower Technician	160	P35 – Industrial/ Manufacturing	1A

**Description:** This course focuses on general construction activities with an emphasis on tower system installation, modification, maintenance, and inspection of support structures used in telecommunications, including personal wireless communications, public safety communications, utility networks, and broadcast. Topics include an introduction to telecommunications, tower climbing and working at heights safely. Students will learn about tower types, tower construction, tower maintenance and inspection. Special attention will be given to safety as it relates to tower climbing, electrical work, and radio frequency/electro-magnetic energy.

**Contact Information**

Karen Tikkanen        919-807-7158    [tikkanenk@nccommunitycolleges.edu](mailto:tikkanenk@nccommunitycolleges.edu)

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

Course Modification

**Requesting College or Agency: South Piedmont Community College**

Course ID	Course Title	Current Hours	Recommended Hours	Current Tier Designation	Requested Tier Designation
CSC 3110	Computer Programming	60	96	3	1B

Rationale: Increasing the current hours will provide colleges the opportunity to align short-term training programs in computer programming with curriculum courses focused on similar credential skills. The course structure allows colleges to make local decisions supporting students who gain computer programming experience to articulate those learning outcomes into curriculum credit towards a certificate, diploma, or degree in the Information Technology field.

Curriculum programming courses are currently eligible for Tier 1B funding. This request aligns the continuing education courses focused on similar skills and credentials.

**Contact Information**

Karen Tikkanen      919-807-7158      [tikkanenk@nccommunitycolleges.edu](mailto:tikkanenk@nccommunitycolleges.edu)