



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Thomas A. Stith, III*  
*President*

**NUMBERED MEMO CC21-035**

**TO:** Senior Continuing Education Administrators

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

**SUBJECT:** State Board Course Approvals – July 2021

**DATE:** July 20, 2021

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

**Course Modification (Recommended Hours and Course Description)**

Course ID	Course Title	Recommended Hours	Tier Level
EMS 3092	Emergency Vehicle Operator	Increase in hours from 10 to 16	3

Colleges are reminded that new and modified courses must be downloaded to the local course library (XUIC) and applied to local course copies (XULU). This is 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” in [ServiceNow](#) for a step-by-step guide to this workflow.

If you have any questions concerning this course, 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  
CC: Registrars  
CC: Planners

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

### Course Modifications

Requesting College or Agency: System Office / NCCCS EMS Advisory Committee

Course ID	Course Title	Current Hours	Recommended Hours	Tier Level
EMS 3092	Emergency Vehicle Operator	10	16	3

Description: Emergency Vehicle Operator is a defensive driving program that teaches practical driving techniques. The student will focus on the operator's ability to assess traffic situations, act accordingly, and prevent collisions in emergency and non-emergency situations.

### Contact Information

Tonya Clark                      828-545-5061                      [clarkt@nccommunitycolleges.edu](mailto:clarkt@nccommunitycolleges.edu)  
Tracy McPherson                919-807-7158                      [mcpthersont@nccommunitycolleges.edu](mailto:mcpthersont@nccommunitycolleges.edu)