



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Thomas A. Stith, III*

*President*

**NUMBERED MEMO CC21-053**

**TO:** Chief Academic Officers  
Senior Continuing Education Administrators  
Basic Skills Directors

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

Gilda Rubio-Festa  
Associate VP, College and Career Readiness

**SUBJECT:** State Board Blanket CCR & HRD Captive Approval

**DATE:** November 30, 2021

The purpose of this memo is to notify colleges of action taken by the State Board at its November meeting related to College and Career Readiness (CCR) and Human Resources Development (HRD) offerings to Captive/Co-Opted Groups. Effective November 19, 2021, all current and future CCR and HRD courses in the combined course library to be offered to Captive/Co-opted groups are approved so long as instructional services are provided under the current operating procedures, policies, State Board of Community Colleges Code, NC General Statutes (NCGS), and contingent upon availability of funds. This approval applies to all NC Community Colleges providing instructional services to all Captive/Co-opted Groups authorized under current policy.

Colleges will recall, the State Board previously provided blanket approval for the operation of College and Career Readiness (CCR) courses within all Captive/Co-opted facilities at its December 2019 meeting. This action provided blanket approval for BSP-2000 and any local derivatives of this state master course. With this action, all new courses in CCR and HRD will NOT require further State Board action to be offered to Captive/Co-opted groups. All Captive/Co-Opted Groups offerings must continue to comply with all other operating procedures, policy, State Board of Community Colleges Code, and NC General Statutes.

Questions should be directed to Karen Tikkanen at [tikkanenk@nccommunitycolleges.edu](mailto:tikkanenk@nccommunitycolleges.edu) or Michael Tilley at [tilleym@nccommunitycolleges.edu](mailto:tilleym@nccommunitycolleges.edu).

CC: Continuing Education Registrars      CC: Human Resources Development Directors  
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