

NUMBERED MEMO CC24-051

TO: Senior Continuing Education Administrators

FROM: Dr. Andrew Gardner
Associate Vice President, Workforce Strategies

SUBJECT: State Board Workforce Continuing Education Course Approvals

DATE: October 22, 2024

On **October 18, 2024**, the State Board approved new and modified Workforce Continuing Education for placement in the Combined Course Library. See Attachment A for detailed information for each 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.

If you have questions concerning these courses or if you have questions regarding the process for submitting a new course or requesting a modification to an existing course in the CCL, send an email to the Workforce and Continuing Education Programs at WCERequests@nccommunitycolleges.edu.

CC: Dr. Brian Merritt, Senior Vice President and Chief Academic Officer
Chief Academic Officers
Continuing Education Registrars
Registrars
System Administrators
Planners
Workforce Development Leadership Committee Members
Public Safety Directors

Attachment A
Workforce Continuing Education
New Course Approvals, Modifications, and Tier Designations

Request for New Course 1 of 5

Requesting College or Agency: Stanly Community College

Course ID	Course Title	Recommended Hours	Program Area	Tier/WF Sector
CAS-4110	Persp Child Maltreatment & Adv	48	L45 – Human Services	3/Healthcare II

Description:	<p>This course covers the critical examination of child maltreatment and advocacy. Emphasis is placed on the history, comparative perspectives, legal framework, responses to child maltreatment, pertinent issues in maltreatment and advocacy. Upon completion, students should be able to apply the knowledge and skills necessary for recognition and advocacy on behalf of child victims.</p> <p>This course is specific to curriculum materials approved by the Child Advocacy Studies (CAST) Zero Abuse Project. For details on setting up course sections, contact the Workforce Continuing Education department at the NC Community College System Office.</p>
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Request for New Course 2 of 5

Requesting College or Agency: Stanly Community College

Course ID	Course Title	Recommended Hours	Program Area	Tier/WF Sector
CAS-4120	Cultural Aware Child Malt/Adv	48	L45 – Human Services	3/Healthcare II

Description:	<p>This course is designed to deepen students' understanding of the intersection between cultural dynamics and child maltreatment, emphasizing the significance of cultural awareness in effective advocacy. Emphasis is placed on an exploration of diverse cultural contexts, promoting cultural competence as an integral aspect of advocating for the rights and well-being of children. Upon completion, students should be able to navigate the complexities of child maltreatment while respecting and valuing the diverse backgrounds of children and families.</p> <p>This course is specific to curriculum materials approved by the Child Advocacy Studies (CAST) Zero Abuse Project. For details on setting up course sections, contact the Workforce Continuing Education department at the NC Community College System Office.</p>
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Request for New Course 3 of 5**Requesting College or Agency: Stanly Community College**

Course ID	Course Title	Recommended Hours	Program Area	Tier/WF Sector
CAS-4210	Prof & Sys Resp to Child Malt	48	L45 – Human Services	3/Healthcare II

Description:	<p>This course is designed to focus on the responses of professionals to allegations of child maltreatment. Emphasis is placed on the multifaceted nature of child abuse and neglect and explores evidence-based strategies for intervention, prevention, and collaboration across diverse professional settings. Upon completion, students should be able to identify the knowledge, skills, and ethical considerations essential for responding effectively to child maltreatment within various systems.</p> <p>This course is specific to curriculum materials approved by the Child Advocacy Studies (CAST) Zero Abuse Project. For details on setting up course sections, contact the Workforce Continuing Education department at the NC Community College System Office.</p>
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Request for New Course 4 of 5**Requesting College or Agency: Stanly Community College**

Course ID	Course Title	Recommended Hours	Program Area	Tier/WF Sector
CAS-4220	Resp Survivor of Child Abuse	48	L45 – Human Services	3/Healthcare II

Description:	<p>This course is designed to equip students with the knowledge, skills, and compassion necessary to effectively recognize and respond to the effects of child maltreatment. Emphasis is placed on intervention strategies for children and their families, exploring the multifaceted dimensions of child abuse, emphasizing trauma-informed approaches, and the cultivation of a supportive environment for survivors. Upon completion, students should be able to demonstrate the practice skills and compassionate mindset needed to effectively recognize, respond to, and support survivors of child maltreatment.</p> <p>This course is specific to curriculum materials approved by the Child Advocacy Studies (CAST) Zero Abuse Project. For details on setting up course sections, contact the Workforce Continuing Education department at the NC Community College System Office.</p>
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Rationale: The proposed WCE child advocacy courses are based on the new Child Advocacy Studies Certificate developed as part of the 2024 Human Services Alignment Project. The certificate is composed of the following Curriculum courses:

- CAS-110: Perspectives on Child Maltreatment and Advocacy
- CAS-120: Cultural Awareness in Child Maltreatment and Advocacy
- CAS-210: Profession and System Responses to Child Maltreatment
- CAS-220: Responding to the Survivor of Child Abuse

The four proposed WCE child advocacy courses have the same titles and similar course codes as the Curriculum courses and are designed to be able to crosswalk through Credit for Prior Learning.

Request for New Course 5 of 5

Requesting College or Agency: Fayetteville Technical Community College

Course ID	Course Title	Recommended Hours	Program Area	Tier/WF Sector
AUT-3135	Auto Glass Install Technician	380	V40 – Automotive/Road Transportation	1A/Trades and Transportation

Description:	This course provides instruction on how to repair and replace windshields and other auto glass. Core topics include vehicle damage assessment, workplace safety regulations, industry products, tools and technologies, Urethane and other adhesive application and Advanced Driver Assist Systems (ADAS) standards. Upon completion of this course students will have the foundational knowledge required for entry level Auto Glass Installation Technician positions.
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Credential Options:	<p>Credential Title: Auto Glass Installation Technician</p> <p>Credential Type: Workforce Sector – Employer Endorsement</p> <p>The workforce sector credential was created with input from the auto glass industry and based on labor market information.</p>
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Rationale: The new Auto Glass Installation Technician course provides the enhanced training needed for newer vehicles that include an Advanced Driver Assist System (ADAS). Sensors and cameras mounted on the windshield require more technical installation and calibration skills.