

NUMBERED MEMO CC25-029

TO: Members of the State Board of Community Colleges, Chairs of the Community College Boards of Trustees, Community College Presidents, Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Distance Learning, Financial Aid Officers, Personnel Officers, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

FROM: Jonnell Carpenter, *NCCCS General Counsel*

SUBJECT: Proposed Amendment of 1D SBCCC 400.6 – Curriculum Program Approvals and Terminations

DATE: April 8, 2025

On April 4, 2025, the State Board of Community Colleges initiated the rulemaking process to amend **1D SBCCC 400.6 – Curriculum Program Approvals and Terminations**. The proposed amendment would remove the accountability clause and clarify the termination of curriculum programs. The amendment would also formalize the process for Programs and Data departments at the System Office to communicate low and no enrollment programs to help the community colleges make local decisions about the viability of the program. The proposed amendment is published on the NC Community College System's website, [Numbered Memos - NCCCS \(ncccommunitycolleges.edu\)](https://www.ncccommunitycolleges.edu/numbered-memos). For your convenience, a copy of the proposed rule, with the changes indicated, is attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits public comments on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the rule must be received by no later than 5:00 p.m. on May 8, 2025.** Any member of the public has the right to request a hearing on the proposed rule. **Requests for a hearing must be received by no later than 5:00 p.m. on April 23, 2025.**

Written comments and requests for hearing shall be directed to the following address: Jonnell Carpenter, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to publiccomments@nccommunitycolleges.edu. Thank you for your attention to this matter.

CC25-029

Email Copy
Attachment



State Board of Community Colleges Code

Notice of Proposed Rulemaking Form

Date: April 8, 2025

Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed	Amend 1D SBCCC 400.6 – Curriculum Program Approvals and Terminations
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Specify whether the SBCC proposes to adopt amend, or repeal a rule:

Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Rationale for proposed adoption, amendment or repeal:	The NC Association of Community College Presidents recommended the proposed changes with the aim to improve efficiency, reduce duplication, and create a consistent, data-driven process for the System Office to communicate data to the community colleges, ensuring the programs align with the workforce demand.
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Proposed Effective Date of Rule	August 1, 2025
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1D SBCCC 400.6 is proposed for amendment as follows:



1 **State Board of Community Colleges Code**

2 **TITLE 1. COMMUNITY COLLEGES**

3
4 **CHAPTER D. EDUCATION PROGRAMS**

5
6 **SUBCHAPTER 400. CURRICULUM**

7
8 **1D SBCCC 400.6 Curriculum Program Approvals and Terminations**

9 (a) Curriculum Program Approvals. Community colleges shall issue degrees, diplomas,
10 and certificates to individuals who satisfactorily complete course and program
11 requirements.

12 (1) The approval of a college to award the associate degree, diploma, or certificate
13 shall be by individual curriculum program title. The State Board shall grant a
14 college the approval to award the associate in applied science degree, diploma, or
15 certificate when the college has provided the following:

16 (A) Evidence that the program will provide graduates with opportunities for
17 employment;

18 (B) Local board of trustees' signed certification of the following:

19 (i) The program will enhance the workforce of North Carolina;

20 (ii) The program will provide educational and training opportunities consistent
21 with the mission of the college, and will not unnecessarily duplicate the
22 opportunities currently offered;

23 (iii) The college has assessed the need for the program and the resources
24 required to maintain a viable program;

25 (iv) The college can operate the program efficiently and effectively within the
26 resources available to the college; and

27 ~~(v) The college shall provide an Accountability Report consistent with 1D~~
28 ~~SBCCC 400.6(a)(1)(J) to the State Board of Community Colleges three~~
29 ~~years after implementation of the program;~~

30 (C) Program of study which is in compliance with the curriculum standard of the
31 proposed program;

1 (D) Local Board of Trustee meeting minutes documenting discussion and approval
2 of addition of the program;

3 (E) Notification to all colleges of intent to apply for the program;

4 (F) Impact assessment of program addition;

5 (G) Resolution of any negative impact assessments from colleges approved to
6 offer the same or similar programs in a contiguous service area or any colleges
7 with the same or similar programs which contain a clinical site;

8 (H) The application signed by the college president and the chairman of the
9 college's board of trustees upon authority of the full board of trustees.

10 (I) The President of the North Carolina Community College System shall
11 recommend action on the college's curriculum program application to the State
12 Board of Community Colleges.

13 ~~(J) An Accountability Report documenting student enrollment, completion rates,
14 employment and program outlook shall be provided to the State Board of
15 Community Colleges three years after implementation of the program.~~

16 (2) The State Board shall grant a college the approval to award the Associate in
17 Engineering program when a college has provided the following:

18 (A) Local Board of Trustees' signed certification that:

19 (i) The program will enhance the workforce of North Carolina;

20 (ii) The program will provide educational and training opportunities consistent
21 with the mission of the college;

22 (iii) The college has assessed the need for the program and the facilities and
23 resources required to maintain a viable program and can operate the
24 program efficiently and effectively within the resources available to the
25 college;

26 (iv) The college has evidence of sufficient student demand to offer the program;
27 and

28 (v) The college will provide master's credentialed faculty for each course
29 provided under the Associate in Engineering degree.

30 (B) Program of study which is in compliance with the Associate in Engineering
31 curriculum standard.

1 (C) Local Board of Trustee meeting minutes documenting discussion and approval
2 of addition of the Associate in Engineering degree.

3 (3) Colleges shall obtain approval from the President of the North Carolina Community
4 College System to add an associate in arts, associate in science, and associate in
5 fine arts degrees, associate in general education, associate in general education
6 nursing, health science: therapeutic and diagnostic services program majors, and
7 the general occupational technology curriculum programs.

8 (4) The State Board delegates to the President of the North Carolina Community
9 College System the authority to grant a college the approval to award the
10 associate degree, diploma, or certificate for program titles that have been
11 approved for this delegation by the State Board of Community Colleges based
12 upon a widespread immediate need for the job training and minimal impact upon
13 other colleges.

14 (5) The State Board delegates to the President of the North Carolina Community
15 College System the authority to grant a college the approval to award a curriculum
16 program which is classified as a concentration if the applying college already has
17 approval to offer the parent program.

18 (b) Curriculum Program Terminations. The college shall terminate a curriculum program
19 when there has been no enrollment for two consecutive years ~~or if the college has not~~
20 ~~offered the program or has not had enrollment in the program within two years of the~~
21 ~~date the program was approved by the State Board of Community Colleges.~~ A college
22 may request a one or more one-year extension of a curriculum program upon
23 justification of the potential for employment opportunities and student enrollment.
24 Each college planning to terminate a curriculum program shall inform the President of
25 the North Carolina Community College System by submitting a termination notice.
26 The President of the North Carolina Community College System shall have the
27 program removed from the college's program approval list. Program terminations
28 shall be reported to the State Board of Community Colleges a minimum of twice a
29 year. The North Carolina Community College System will provide enrollment data to
30 each college for low enrollment and no enrollment curriculum programs on an annual
31 basis. The Board of Trustees and the president at each college will determine whether

1 to terminate a no or low enrollment program, and, if so, will notify the President of the
2 North Carolina Community College System. In all cases of curriculum program
3 termination, the State Board, the President of the North Carolina Community College
4 System, and the college(s) terminating the program must adhere to the teach-out
5 policy of the college's institutional accrediting body.
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7 *History Note: Authority G.S. 115D-5; 115D-20(6); S.L. 1995, c. 625;*

8 *Eff. February 1, 1976;*

9 *Readopted January 5, 1978;*

10 *Amended Eff. September 1, 1993; January 1, 1988; August 17, 1981;*

11 *July 1, 1979;*

12 *Temporary Amendment Eff. June 1, 1997;*

13 *Amended Eff. _____; [November 1, 2017](#); August 1, 2004; July 1,*
14 *1998.*
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