

NUMBERED MEMO CC25-064

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

DATE: July 22, 2025

On July 18, 2025, the State Board of Community Colleges voted to amend the State Board Code, **1D SBCCC 400.6 – Curriculum Program Approvals and Terminations**. This amendment removes the accountability report requirement, clarifies curriculum termination procedures, and formalizes communication between the System Office Programs Department, Data Department, and colleges on low or no enrollment programs to support local decision-making.

The amendment will be effective August 1, 2025. At that time, the amended rule will be published on the North Carolina Community College System's website, [State Board Code - NCCCS \(nccommunitycolleges.edu\)](https://www.nccommunitycolleges.edu/state-board-code). For your convenience, a copy of the rule in its final form is attached to this memorandum.

CC25-064

E-mail Copy
Attachment

**State Board of Community Colleges Code
TITLE 1. COMMUNITY COLLEGES**



CHAPTER D. EDUCATION PROGRAMS

SUBCHAPTER 400. CURRICULUM

1D SBCCC 400.6 Curriculum Program Approvals and Terminations

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

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

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

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

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

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

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

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

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

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

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

(F) Impact assessment of program addition;

- (G) Resolution of any negative impact assessments from colleges approved to offer the same or similar programs in a contiguous service area or any colleges with the same or similar programs which contain a clinical site;
 - (H) The application signed by the college president and the chairman of the college's board of trustees upon authority of the full board of trustees.
 - (I) The President of the North Carolina Community College System shall recommend action on the college's curriculum program application to the State Board of Community Colleges.
- (2) The State Board shall grant a college the approval to award the Associate in Engineering program when a college has provided the following:
- (A) Local Board of Trustees' signed certification that:
 - (i) The program will enhance the workforce of North Carolina;
 - (ii) The program will provide educational and training opportunities consistent with the mission of the college;
 - (iii) The college has assessed the need for the program and the facilities and resources required to maintain a viable program and can operate the program efficiently and effectively within the resources available to the college;
 - (iv) The college has evidence of sufficient student demand to offer the program; and
 - (v) The college will provide master's credentialed faculty for each course provided under the Associate in Engineering degree.
 - (B) Program of study which is in compliance with the Associate in Engineering curriculum standard.
 - (C) Local Board of Trustee meeting minutes documenting discussion and approval of addition of the Associate in Engineering degree.
- (3) Colleges shall obtain approval from the President of the North Carolina Community College System to add an associate in arts, associate in science, and associate in fine arts degrees, associate in general education, associate in general education nursing, health science: therapeutic and diagnostic services program majors, and the general occupational technology curriculum programs.

- (4) The State Board delegates to the President of the North Carolina Community College System the authority to grant a college the approval to award the associate degree, diploma, or certificate for program titles that have been approved for this delegation by the State Board of Community Colleges based upon a widespread immediate need for the job training and minimal impact upon other colleges.
- (5) The State Board delegates to the President of the North Carolina Community College System the authority to grant a college the approval to award a curriculum program which is classified as a concentration if the applying college already has approval to offer the parent program.
- (b) Curriculum Program Terminations. The college shall terminate a curriculum program when there has been no enrollment for two consecutive years. A college may request a one or more one-year extension of a curriculum program upon justification of the potential for employment opportunities and student enrollment. Each college planning to terminate a curriculum program shall inform the President of the North Carolina Community College System by submitting a termination notice. The President of the North Carolina Community College System shall have the program removed from the college's program approval list. Program terminations shall be reported to the State Board of Community Colleges a minimum of twice a year. The North Carolina Community College System will provide enrollment data to each college for low enrollment and no enrollment curriculum programs on an annual basis. The Board of Trustees and the president at each college will determine whether to terminate a no or low enrollment program, and, if so, will notify the President of the North Carolina Community College System. In all cases of curriculum program termination, the State Board, the President of the North Carolina Community College System, and the college(s) terminating the program must adhere to the teach-out policy of the college's institutional accrediting body.

History Note: Authority G.S. 115D-5; 115D-20(6); S.L. 1995, c. 625;

Eff. February 1, 1976;

Readopted January 5, 1978;

Amended Eff. September 1, 1993; January 1, 1988; August 17, 1981;
July 1, 1979;

Temporary Amendment Eff. June 1, 1997;

Amended Eff. [August 1, 2025](#); [November 1, 2017](#); August 1, 2004; July 1,
1998.