

**NUMBERED MEMO CC26-022**

**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 400.1 – Curriculum Definitions

**DATE:** May 19, 2026

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On May 15, 2026, the State Board of Community Colleges (SBCC) initiated the rulemaking process to amend **1D SBCCC 400.1 – Curriculum Definitions**. The proposed amendment would align terminology with the Common Course Library by replacing “Archived Course” with “Obsolete Course,” include Work-Based Learning and Clinical in the calculation of contact hours, and require 60 minutes for each clinical hour. 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 adopted language 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 June 18, 2026.** 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 June 3, 2026.**

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](mailto:publiccomments@nccommunitycolleges.edu)**. Thank you for your attention to this matter.

CC26-022

Email Copy  
Attachment



# State Board of Community Colleges Code

## Notice of Proposed Rulemaking Form

Date: May 19, 2025

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Amendment of 1D SBCCC 400.1 – Curriculum Definitions
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**Specify whether the SBCC proposes to amend, adopt, or repeal a rule:**

<b>Adopt</b> (new rule)	<b>Amend</b> (change existing rule)	<b>Repeal</b> (delete entire rule)
	X	

<b>Rationale for proposed adoption, amendment, or repeal:</b>	This amendment ensures consistency with established terminology used by the Common Course Library and UNC System, improves clarity and accuracy in reporting by including Work-Based Learning and Clinical in contact hours, and standardizes expectations by defining each clinical hour as 60 minutes.
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<b>Proposed Effective Date of Rule</b>	August 1, 2026
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1D SBCCC 400.1 is proposed for amendment as follows:

1 **State Board of Community College Code**  
2 **TITLE 1 – COMMUNITY COLLEGES**



3  
4 **CHAPTER D. EDUCATION PROGRAMS**

5  
6 **SUBCHAPTER 400. CURRICULUM**

7  
8 **1D SBCCC 400.1 Curriculum Definitions**

9 The following terms shall have the following meanings throughout this Title.

10 (a) ~~Archived~~ Obsolete Course: A curriculum course that is archived from the  
11 Combined Course Library will be given an end term date and permanently  
12 stored in the Combined Course Library database. The course may no longer  
13 be offered by a college or be included in a proposed program of study. The  
14 course prefix and number of an ~~archived~~ obsolete course remain intact and  
15 may not be used for any other course.

16 (b) Contact Hour: The actual time of student attendance in a class or lab, Work-  
17 Based Learning or Clinical

18 (c) Credit Hours:

- 19 1) Class: Credit of one semester hour is awarded for each 16 hours of  
20 lecture and other instruction provided in a class under the supervision  
21 of an instructor.
- 22 2) Clinical Practice: Credit of one semester hour is awarded for each 48  
23 hours of clinical practice. Each clinical hour shall consist of 60 minutes.  
24 Clinical practice provides an opportunity for health science students to  
25 apply knowledge and skills in their delivery of care in a health care  
26 setting. A qualified faculty member, clinical instructor, or preceptor, as  
27 defined by the program related approving or accrediting body, shall  
28 supervise clinical practice to provide the student with learning  
29 experiences related to the program and to monitor and assess the  
30 student's application of skills. Clinical practice may utilize experiences

- 1           3) that simulate realistic clinical experiences to meet the curriculum and  
2           course objectives. The percentage of simulation experiences  
3           substituting for traditional clinical practice and the qualifications of  
4           faculty providing the simulation experience must comply with the  
5           guidelines of the applicable health science accrediting and approving  
6           bodies.
- 7           4) Experiential Laboratory: Credit of one semester hour is awarded for  
8           each 32 hours of "experiential laboratory work." Experiential laboratory  
9           work means instruction given to a student by an instructor to increase  
10          the student's knowledge and skills without immediate student  
11          application.
- 12          5) Faculty Directed Laboratory: Credit of one semester hour is awarded  
13          for each 48 hours of "faculty directed laboratory." Faculty directed  
14          laboratory means instructional activities are demonstrated or  
15          conducted by an instructor with immediate student application.
- 16          6) Work-Based Learning: Credit of one semester hour is awarded for  
17          each 160 hours of work-based learning (WBL curriculum prefix  
18          courses). Work-based learning is the development of job skills by  
19          providing the student with employment that is directly related to the  
20          educational program, and program and coordinated by a college  
21          representative.

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23          *History Note: Authority G.S. 115D-5; 115D-54; S.L. 1995, c. 625;*

24                   *Eff. \_\_\_\_\_; [November 1, 2017](#).*