

1D SBCCC 300.6 Instructional Service Agreements

(a) Level One Instructional Service Agreement.

(1) A college may offer continuing education courses in an area assigned to another college by providing a written, level one instructional service agreement under the following conditions:

(A) Resources are solely provided by the college requesting permission to enter into another college's service area; and

(B) The requesting college does not share the FTE with the other college(s).

For the purposes of this rule, "an area assigned to another college" shall include an online class that is set up to specifically target students in another college's service area.

(2) The level one instructional service agreement shall:

(A) Be approved by each local board of trustees unless the board has delegated authority to the president to enter into level one instructional service agreements:

(B) Be signed by the presidents of each participating college;

(C) Specify the course(s) or program(s) to be delivered into the other college's service area;

(D) Specify the plan for delivery of the instruction;

(E) Specify the conditions and time frame for termination of the agreement; and

(F) Be maintained on file at all colleges involved for compliance review purposes.

(b) Level Two Instructional Service Agreement.

(1) Two or more colleges may jointly offer continuing education courses by providing a written, level two instructional service agreement under the following conditions:

(A) Resources are shared between the participating colleges; and

(B) FTE may be shared between the participating colleges.

(2) The level two instructional service agreement shall:

(A) Be approved by each local board of trustees unless the board has delegated authority to the president to enter into level two instructional service agreements;

(B) Be signed by the president of each participating college;

- (C) Specify the course(s) to be delivered to the other college's service area;
- (D) Specify the plan for delivery of the instruction;
- (E) Specify the proration of resources and FTE allocated for each college;
- (F) Specify the conditions and time frame for termination of the agreement;
- (G) Be filed with the System Office President prior to implementation of the course(s); and
- (H) Be maintained on file at all colleges involved for compliance review purposes.

History Note: Authority G.S. 115D-5; S.L. 1993, 2nd session, c. 769, p. 18, s. 18; S.L. 1995, c. 625;

Temporary Adoption Eff. October 31, 1994, for a period of 180 days or until the permanent rule becomes effective, whichever is sooner;

Eff. May 1, 1995;

Temporary Amendment Eff. June 1, 1997;

Amended Eff. [June 1, 2016](#); [November 1, 2014](#); August 1, 2004; July 1, 1998.