



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
***H. Martin Lancaster, President***

June 30, 2006

Dr. Larry B. Norris, President  
Fayetteville Technical Community College  
Post Office Box 35236  
Fayetteville, NC 28303-0236

Dear Dr. Norris:

This letter is in response to the Level III Instructional Service Agreement (ISA) between Fayetteville Technical Community College (college approved to offer the curriculum) and Bladen Community College (participating college) for the Business Administration/Human Resources Management (A2512C) program.

The agreement is acceptable as written and includes the essential information needed for a Level III ISA agreement as stated in 23 NCAC 2E.0604. A copy of the agreement is enclosed.

The participating college should now electronically enter the course(s) that it is allowed to teach under the terms of the agreement. This program of study will be electronically forwarded to the college approved to offer the curriculum for its review and approval before the System Office receives the curriculum for final review.

If the agreement becomes inactive, a termination notice must be submitted by the President of Fayetteville Technical Community College to the Vice President of Academic and Student Services at the System Office. If you have any questions or need assistance, please contact Dr. Delores A. Parker at (919) 807-7096.

With kindest regards, I am

Sincerely,

A handwritten signature in blue ink, appearing to read 'H. Martin Lancaster', positioned above the printed name.

H. Martin Lancaster

HML/JF/swj

Enclosure

c: Dr. Darrell Page  
Dr. J.C. Basnight  
Dr. Kathryn Geisen  
Dr. Delores A. Parker  
Ms. Jennifer Frazelle  
File

### **Level-Three Instructional Service Agreement (ISA)**

*The Level-Three ISA should be utilized when two or more colleges plan to jointly offer a curriculum program by sharing resources. Level-Three should only be used when a certificate, diploma or degree is awarded. One or more of the participating colleges must be approved to offer the curriculum program. FTE "may" be shared between the participating colleges. (The following agreement format is suggested.)*

**College Approved to Offer the Curriculum: Fayetteville Technical Community College**

**Participating College: Fayetteville Technical Community College**

**Participating College: Bladen Community College**

**Contact Person: Bob Ervin**  
(Name)

**FTCC**  
(College)

**910-678-8442**  
(Phone Number)

**Curriculum Program Code and Title: *Business Administration/Human Resources Management (A2512C)***

**Proposed Starting Semester: X Fall    Spring     Summer    Year 2006**

**Plan for Delivery of the Curriculum:**

**Student will complete their general education and related course requirements at Bladen Community College. Students will take Business Administration/Human Resources Management courses not offered at Bladen Community College at FTCC to complete the degree program.**

**Proration of Resources: None**

**Proration of FTE (if applicable):**

**There will be no proration of FTE. Students will be taking courses at both colleges either in a traditional classroom or via distance learning.**

**Termination Time Frame and Conditions:**

**This agreement shall continue in force unless terminated by either party with 180 days written notice.**

**College awarding the degree: Fayetteville Technical Community College**

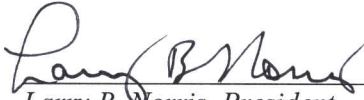
**College recording the letter grade on the student transcript: The college offering the course(s) will record the grades on the transcript at that college.**

**Other Terms of the Agreement: The catalog, calendar, and policies of each college will apply to the courses that it offers. The colleges certify that the program is established according to the guidelines of the appropriate accrediting agency or licensing authority.**

This Agreement meets the requirements of 23 NCAC 2E.0604(c) and has been mutually agreed upon by the president and board of trustees for each institution. Signing this document certifies that appropriate and adequate resources are available between participating colleges. Signature also certifies that the joint utilization of physical facilities, equipment, materials and instructional faculty have been considered in the offering of this curriculum.

Institution: Fayetteville Technical  
Community College

Institution: Bladen Community College

  
Larry B. Norris, President      5/15/06  
Date

  
Darrell Page, President      4-18-06  
Date

  
Signature, Board of Trustees Chair      5/15/06  
Date

  
Signature, Board of Trustees Chair      04/18/06  
Date

*Please send three originals to the System Office for approval. This agreement must be approved by the System Office President prior to implementation of the curriculum. Notification of termination of this agreement must be sent to the System Office President by the college which grants the award, prior to the effective termination date. Each college must maintain a signed copy of this agreement at their local institution.*

**North Carolina Community College System Office Use Only:**

**Level III Instructional Service Agreement (ISA)  
Business Administration/Human Resources Management (A2512C)  
Fayetteville TCC and Bladen CC**

Date Received: 5/18/06 Recommendation: Approve  Disapprove

Cynthia J. Free 5/30/06  
Signature of Program Coordinator Date  
Program Services

Dylan A. Parker 6/15/06  
Signature of Vice President Date  
Academic and Student Services

Helanti Lash 6-29-06  
Signature of President, NCCCS Date

Original signatures should be utilized. A stamped or electronic Board of Trustee signature may be utilized if the agreement is accompanied by approved Board Minutes.

Please send three originals to the System Office for approval. This agreement must be approved by the System Office President prior to implementation of the curriculum. Notification of termination of this agreement must be sent to the System Office President by the college which grants the award, prior to the effective termination date. Each college must maintain a signed copy of this agreement at the local institution.