



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

June 23, 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 Hotel and Restaurant Management (A25240) 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 black ink, appearing to read 'H. Martin Lancaster'.

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: *Hotel and Restaurant Management (A25240)*

Proposed Starting Semester: 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 Hotel and Restaurant Management courses not offered at Bladen Community College at FTCC to complete the degree program. Grades will be entered on the transcript at Bladen CC for courses taken at Bladen CC, and at FTCC for courses taken at FTCC. Program meets SACS criteria

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

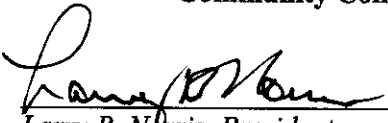
College recording the letter grade on the student transcript: Fayetteville Technical Community College and Bladen Community College

Other Terms of the Agreement: The catalog, calendar, and policies of each college will apply to the courses that it offers.

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

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

 4-18-06
Darrell Page, President Date

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

 04/18/06
Signature, Board of Trustees Chair 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)
Hotel and Restaurant Management (A25240)
Fayetteville TCC and Bladen CC**

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

[Signature] 6/1/06
Signature of Program Coordinator Date
Program Services

[Signature] 6/15/06
Signature of Vice President Date
Academic and Student Services

[Signature] 6-19-06
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.

**FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE
HOTEL AND RESTAURANT MANAGEMENT (A25240)**

Effective: Fall 2006

Revised: 10/03/05

Length: 5 Semesters

Prerequisite: High School Diploma

Award: Associate in Applied Science

FALL SEMESTER 1

Prefix No.	Title	Class	Lab	Clinical	Credit
ACA111	College Student Success	1	0	0	1
ACC120	Prin of Financial Accounting	3	0	0	4
BUS110	Introduction to Business	3	0	0	3
ENG111	Expository Writing	3	2	0	3
HRM110	Intro to Hospitality	2	2	0	2
HRM125	Hospitality Etiquette	1	0	0	1
MAT115	Mathematical Models	2	2	0	3
Totals		15	6	0	17

SPRING SEMESTER 1

Prefix No.	Title	Class	Lab	Clinical	Credit
CIS111	Basic PC Literacy	1	2	0	2
ENG114	Prof Research & Reporting	3	0	0	3
HRM130	Bed and Breakfast Mgt.	2	0	0	2
HRM140	Hospitality Tourism Law	3	0	0	3
HRM145	Hospitality Supervision	3	0	0	3
HRM215	Restaurant Management	3	0	0	3
COE111	Co-op Work Experience I – Hotel & Rest. Mgmt.	0	0	10	1
Totals		15	2	10	17

SUMMER SEMESTER 1

Prefix No.	Title	Class	Lab	Clinical	Credit
ECO251	Prin. of Microeconomics	3	0	0	3
ENG115	Oral Communication	3	0	0	3
or					
COM231	Public Speaking	3	0	0	3
COE121	Co-op Work Experience II – Hotel & Rest. Mgmt.	0	0	10	1
Totals		6	0	10	7

FALL SEMESTER 2

Prefix No.	Title	Class	Lab	Clinical	Credit
CUL110	Sanitation & Safety	2	0	0	2
HRM120	Front Office Procedures	3	0	0	3
BUS137	Principles of Management	3	0	0	3
HRM220	Food & Beverage Controls	3	0	0	3
HRM220A	Food & Beverage Controls Lab	0	2	0	1
HRM240	Hospitality Marketing	3	0	0	3
COE131	Co-op Work Experience III– Hotel & Rest. Mgmt.	0	0	10	1
	Free Elective	3	0	0	3
Totals		17	2	10	19

SPRING SEMESTER 2

Prefix No.	Title	Class	Lab	Clinical	Credit
HRM210	Meetings & Conventions	3	0	0	3
BUS153	Human Resource Mgt	3	0	0	3
HRM280	Hospitality Mgmt Problems	3	0	0	3
	Humanities/Fine Arts Elective	3	0	0	3
	Major Elective	3	0	0	3
Totals		15	0	0	15

TOTAL REQUIRED CREDITS.... 75

Co-op Option: Qualified students may take up to six (6) credit hours of Cooperative Education. Three (3) credit hours are required and three (3) credit hours may be taken in lieu of a free elective provided they acquire approval from the Co-op Director and the Department Chairperson.

PROGRAM FACT SHEET

HOTEL AND RESTAURANT MANAGEMENT

A25240

The Hotel and Restaurant Management curriculum prepares students to understand and apply the administrative and practical skills needed for supervisory and managerial positions in hotels, motels, resorts, inns, restaurants, institutions, and clubs.

Course work includes front office management, food preparation, great services, sanitation, menu writing, quality management, purchasing, and other areas critical to the success of hospitality professionals.

Upon completion, graduates should qualify for supervisory or entry-level management positions in food and lodging including front office, reservations, housekeeping, purchasing, dining room and marketing. Opportunities are also available in the support areas of food and equipment sales.

Awards

Associate Degree: Hotel and Restaurant Management (A25240)

Length of Program: 5 Semesters
Prerequisite: High School Diploma

Diploma: Not Applicable

Length of Program:
Prerequisite:

Certificate: Hotel and Restaurant Management (C25240C1)

Length of Program: 2 Semesters
Prerequisite: High School Diploma

Cooperative Education Requirements/Opportunities: Qualified students may take up to six (6) credit hours of Cooperative Education. Three (3) credit hours are required and three (3) credit hours may be taken in lieu of a free elective upon approval of the Department Chairperson and Co-op Director.

License or Certification Information: None Required

Program Information Contact:

Curriculum Chairperson: Brent Michaels
Telephone Number: (910) 678-8507
Office Location: Cumberland Hall, Room 377B
Email: michaelb@faytechcc.edu

Department Office: Cumberland Hall, Room 377B
Telephone: (910) 678-8292
FTCC Web Site: www.faytechcc.edu

Application Deadlines: The program is designed for a student to enter during the fall semester. A student may enter at other times with approval of the Department Chairperson.

Scholarship/Financial Aid Information: Scholarships are available.
Financial Aid Office, Student Center, Room 126; Telephone: (910) 678-8448

Child Care Financial Assistance Information:

See Child Care Associate, Student Center, Room 142; Telephone: (910) 678-8486/8387

Employment Statistics

Job Placement Rates:

100% of 2005 graduates available for work were employed within four (4) months.

Average Salary of Graduates:

Graduates who graduated in 2005 earn an average salary of \$50,000.

ATTENTION: If you have missed a fall or spring semester, you must see a counselor to be readmitted into your program.

Revised: 01/25/06