



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**Changing Lives,
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TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. Wendi Palermo ^{WP}
Chief Education and Training Officer

FROM: William Tulak ^{WT}
Director of Institutional Effectiveness

DATE: March 13, 2024

SUBJECT: Program Requests at Louisiana Delta Community College

APPROVED
 4-10-2024
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

Recommendation: Staff recommends the Board approve the following program requests listed below.

Program Modification

1. Associate of Applied Science (AAS) in Medical Lab Technician (CIP 51.1004)
– 4 STARS

Program Addition

1. Certificate of Technical Studies (CTS) in Medical Lab Assisting and Phlebotomy (CIP 51.1004) – 4 STARS

Program Deletions

1. Certificate of Technical Studies (CTS) in ARC Welder FCAW (CIP 48.0508) – 4 STARS
2. Certificate of Technical Studies (CTS) in ARC Welder SMAW (CIP 48.0508) – 4 STARS
3. Certificate of Technical Studies (CTS) in Client Implementation and Support Specialist (CIP 11.0901) – 3 STARS
4. Certificate of Technical Studies (CTS) in Network and Security Analyst (CIP 11.0901) – 3 STARS
5. Career and Technical Certificates (CTC) in Cisco Certified Network Associate (CIP 11.0901) – 3 STARS
6. Career and Technical Certificates (CTC) in Business Application & Desktop Support (CIP 11.0901) – 3 STARS
7. Certificate of Technical Studies (CTS) in Crime Scene Investigation (CIP 43.0106) – 3 STARS
8. Certificate of Technical Studies (CTS) in Electrician Energy Systems Technician (CIP 46.0302) – 4 STARS
9. Career and Technical Certificates (CTC) in Heavy Equipment Operator Level 1 (CIP 49.0202) – 4 STARS

10. Certificate of Technical Studies (CTS) in Heavy Equipment Vehicle OPS Level 2 (CIP 49.0202) – **4 STARS**
11. Certificate of Technical Studies (CTS) in Heavy Equipment OPS Level 3 (CIP 49.0202) – **4 STARS**
12. Certificate of Technical Studies (CTS) in Legal Office Specialist (CIP 52.0401) – **3 STARS**
13. Career and Technical Certificates (CTC) in Software Applications (CIP 11.0201) – **3 STARS**
14. Associate of Applied Science (AAS) in Full Cloud Stack Developer (CIP 11.0902) – **3 STARS** (effective Fall 2024)
15. Certificate of Technical Studies (CTS) in Secure Software Design (CIP 11.0701) – **3 STARS** (effective Fall 2024)

Background: Louisiana Delta Community College (LDCC) is modifying the Associate of Applied Science (AAS) in Medical Lab Technician by imbedding a CTS in Medical Lab Assisting and Phlebotomy. The credit hours required for the AAS will not change as a result of the modification. LDCC has completed the process of reviewing all credentials offered to determine which credentials were not serving the workforce needs and had low productivity. The CTS in ARC Welder FCAW and CTS in ARC Welder SMAW were originally embedded into the TD in Welding. Due to program changes, they were no longer embedded and became inactive. The AAS in Forensic Science Technology Program was closed after Spring 2023. The CTS in Crime Scene Investigation was imbedded into that program but was not included in the Teach Out Submission. The CTC Heavy Equipment Operator Level 1, CTS Heavy Equipment Vehicle OPS Level 1, CTS Heavy Equipment OPS Level 2, CTS Heavy Equipment OPS Level 3 were closed due to no enrollment in the programs. LDCC is successful with these credentials in the workforce space but didn't have any success gaining enrollment in the credit space. The CTS Electrician Energy Systems Technician is being closed due to no enrollment or completion.

Fiscal Impact: The administrative structure and allocation of departmental funds will be unchanged, unless otherwise noted.

History of Prior Actions: There is a history of revising and creating new programs to meet student and workforce needs.

Benefits to the System: These requests will allow LDCC to better meet student and workforce needs.



Approved for Recommendation to the Board
Dr. Monty Sullivan

4-10-24

Date

CTS Medical Lab Assisting & Phlebotomy Embedment - 02/13/2024

TYPE OF PROPOSED CHANGE : Curriculum Modification
PROGRAM NAME : CTS Medical Lab Assisting & Phlebotomy Embedment

AWARD LEVEL(S)	
For Board of Regents and LCTCS Review: Associate of Applied Science (A.A.S.) Name:	For LCTCS Review: Technical Diploma (T.D.) Certificate of Technical Studies (C.T.S.) Career and Technical Certificate (C.T.C) TCA - For Archive Purpose Only

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 4 Stars						
Name: Associate of Applied Science Medical Lab Technician				Program Delivery Mode:		
CIP: 511004	Credit Hours: 65.00	Contact Hours: 0.00	Associate of Applied Science (A.A.S.)			
Stars : 4 Stars						
Name: CTS Medical Lab Assisting and Phlebotomy				Program Delivery Mode:		
CIP: 511004	Credit Hours: 27.00	Contact Hours: 645.00	Certificate of Technical Studies (C.T.S.)			
IBC: Certified Medical Lab Assistant	Issuing Body: American Medical Technologist	Course Title: Medical Lab Assisting and Phlebotomy Lecture and Lab	Course Prefix: MLTS	Course Number: 100/101	Credits Awarded: 6.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Phlebotomy Technician	Issuing Body: National Health Career Association	Course Title: Medical Lab Assisting and Phlebotomy Lecture and Lab	Course Prefix: MLTS	Course Number: 100/101	Credits Awarded: 6.00	IBC Awarded upon Completion? : No-Test is Required
Name:				Program Delivery Mode:		

CIP:

Credit Hours: 0.00

Contact Hours: 0.00

Certificate of Technical Studies (C.T.S.)

PROPOSED CHANGE

a) For New Programs, state the purpose and objective; b) For Curriculum Modifications, state previous credit and clock hours; c) For Program Termination, state program and all award levels; d) For Curriculum Adoption, state the college from which curriculum is being adopted and the date it was approved by LCTCS.

Previously this AAS Medical Lab Technician was 65 credit hours. It is still 65 credit hours with the proposal of an imbedded CTS Medical Lab Assisting and Phlebotomy that is 27 credit hours.

IMPLEMENTATION DATE (Semester and Year)

Fall 2024

HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

The AAS in Medical Lab Technician was approved by LCTCS in March of 2023. In the Spring of 2024, 4 courses were removed/revised and replaced with 3 courses that held an equal amount of credit hours. Introduction to Clinical Lab Science Lecture/Lab (2 credit hours), Hemostasis (1 credit hour), and Human Anatomy & Physiology Lecture/Lab II (3 credit hours) were removed and replaced with Medical Lab Assisting & Phlebotomy Lecture/Lab (6 credit hours), and Advanced Lab Methods (3 credit hours). Clinical Microbiology & Mycology Lecture/Lab (4 credit hours) was changed to Clinical Microbiology Lecture/Lab (4 credit hours).

This restructure allowed for the imbedding of the proposed CTS in Medical Lab Assisting and credentials in Phlebotomy and Medical Lab Assisting and Phlebotomy.

JUSTIFICATION FOR THE PROPOSED CHANGE

Include support such as four-year university agreements, industry demand, advisory board information, etc.

In collaboration with the University of Louisiana Monroe and the pathway being created for our students who complete the AAS in Medical Laboratory Technician to move seamlessly into their Bachelor of Applied Science in Medical Lab Science, it was determined that the above curriculum changes be made and the CTS in Medical Lab Assisting and Phlebotomy be placed. This will allow students to attain two credentials after their first two semesters in the program that they can attain a job in the medical lab field with: Phlebotomy & Medical Lab assisting.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: Main Campus

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes

- Full Time: 1

- Part Time: 0

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS

Department :		
How will this change affect the administrative structure and/or allocation of departmental funds in terms of:		
Faculty :	Facilities :	Library Resources :
Support :	Related Fields :	Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Bachelor's degree in clinical Lab Sciences	Experience:	Certification: ASCP certified, Louisiana license eligible

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department : Medical Laboratory Technician.
Describe how this change will affect the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.
This change will not affect the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources because the proposed CTS is directly imbedded in the AAS Medical Lab Technician Program.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	20	40	40	40	40
EVENING	0	0	0	0	0
DISTANCE EDUCATION	0	0	0	0	0
Describe Process for Attaining & Estimating Enrollment:					

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation status: Will Apply
Type/Name of Program Accreditation, Licensure or Certification Required:	National Accrediting Agency for Clinical Laboratory Science; projected "serious applicant" status by Fall 2026 and full accreditation by Spring/Summer 2027.

DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)

PROGRAM CURRICULUM
 Use the template below or insert separate attachment. All modifications should include the OLD and NEW curriculum with changes appropriately noted so that it is visually clear what has been added, deleted and/or changed. Note if any special requirements, such as internships, are part of the curriculum. List all embedded IBCs. If you are adopting curriculum, you do not need to complete this section.

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration: AAS Medical Laboratory Technician					Credit Hours: 0.00		
Semester: Semester 1					Credit Hours: 15.00		
MATH	110	College Algebra	3.00	0.00	0.00	3.00	0.00
BIOL	201	Principles of Biology I	3.00	0.00	0.00	3.00	0.00
BIOL	203	Principles of Biology I Lab	0.00	1.00	0.00	1.00	0.00
MLTS	205	Immunology	2.00	0.00	0.00	2.00	0.00
MLTS	101	Medical Lab Assisting & Phlebotomy Lab	0.00	4.00	0.00	4.00	0.00
MLTS	100	Medical Lab Assisting & Phlebotomy	2.00	0.00	0.00	2.00	0.00
Semester: Semester 2					Credit Hours: 12.00		
BIOL	210	General Microbiology	3.00	0.00	0.00	3.00	0.00
BIOL	211	General Microbiology Lab	0.00	1.00	0.00	1.00	0.00
MLTS	102	Hematology	3.00	0.00	0.00	3.00	0.00
MLTS	104	Hematology Lab	0.00	1.00	0.00	1.00	0.00
MLTS	210	Clinical Chemistry	3.00	0.00	0.00	3.00	0.00
MLTS	211	Clinical Chemistry Lab	0.00	1.00	0.00	1.00	0.00
Program, Degree or Concentration: CTS Medical Lab Assisting and Phlebotomy					Credit Hours: 27.00		
Semester: Semester 3					Credit Hours: 12.00		
BIOL	221	Human Anatomy and Physiology I	3.00	0.00	0.00	3.00	0.00
BIOL	223	Human Anatomy and Physiology I Lab	0.00	1.00	0.00	1.00	0.00
CHEM	101	General Chemistry I	3.00	0.00	0.00	3.00	0.00
MLTS	202	Urinalysis & Body Fluids	1.00	0.00	0.00	1.00	0.00

MLTS	204	Urinalysis & Body Fluids Lab	0.00	1.00	0.00	1.00	0.00
MLTS	103	Immunohematology & Blood Bank	2.00	0.00	0.00	2.00	0.00
MLTS	105	Immunohematology & Blood Bank Lab	0.00	1.00	0.00	1.00	0.00
Semester: Semester 4					Credit Hours: 14.00		
HUMN	Elective	Humanities Elective	3.00	0.00	0.00	3.00	0.00
MLTS	225	Medical Lab Technician Clinical Practice II	0.00	5.00	0.00	5.00	0.00
MLTS	240	Advanced Lab Methods	3.00	0.00	0.00	3.00	0.00
PSYC	201	Introduction to Psychology	3.00	0.00	0.00	3.00	0.00

BENEFITS TO THE SYSTEM

Discuss how this change will benefit your students, your community, and the LCTCS.

This will allow students to attain two credentials after their first two semesters in the program that they can attain a job in the medical lab field with: Phlebotomy & medical lab assisting. This has been determined as a high need career area in our area, so these imbedded credentials will benefit our community in adding qualified candidates to the workforce, give our students the opportunity to attain a credential that leads directly to a career, and help LCTCS reach their 2030 goals by establishing an exit point that allows students to complete a short term credential that will put them into the workforce.

KEYWORDS




LOUISIANA DELTA
COMMUNITY COLLEGE

OFFICE OF THE CHANCELLOR

MEMORANDUM

TO: Bill Tulak
LCTCS., Director of Institutional Effectiveness

FROM: Dr. Randy Esters 
LDCC Chancellor

DATE: March 11, 2024

SUBJECT: Program Closure Justification

Background: LDCC has completed the process of reviewing all credentials offered to determine which credentials are not being effectively attained and needs to be closed. The CTS ARC Welder FCAW and CTS ARC Welder SMAW were originally embedded into the TD in Welding, but as the program changed, they were no longer embedded and became inactive. After these closures, we have 3 active CTS imbedded into our TD Welding Programs.

After reviewing all programs in the School of Business and Technology, several credentials were determined to be inactive and in others it was determined that a merger of several credentials would strengthen retention and completion rates. Cloud Computing and Computer Science concepts and classes will be folded into a career technical certificate (CTC) and embedded as an attainable credential within the Cloud Computing and Computer Science concentrations with the current Information Technology, A.A.S. which is in the preparation stages of being renamed to Computer Science and Technology, A.A.S. The CTS Client Implementation and Support Specialist, CTS Network and Security Analyst, CTC Cisco Certified Network Associate, CTC Software Application, CTS Legal Office Specialist, and CTC Business Application & Desktop Support were reviewed and the need for closure due to no enrollment or completion was determined.

The AAS in Forensic Science Technology Program was closed after Spring 2023. The CTS Crime Scene Investigation was imbedded into that program but was not included in the Teach Out Submission. The CTC Heavy Equipment Operator Level 1, CTS Heavy Equipment Vehicle

C O U R A G E . A T T I T U D E . K N O W L E D G E .

OPS Level 2, CTS Heavy Equipment OPS Level 3 were closed due to no enrollment in the programs. LDCC is successful with these credentials in the workforce space but didn't have any success gaining enrollment in the credit space. The CTS Electrician Energy Systems Technician is being closed due to no enrollment or completion.

Fiscal Impact: There will be no fiscal impact unless otherwise noted.

History of Prior Action: There is a history of revising and creating new programs to meet student and workforce needs.

Benefits to the System: These requests will allow LDCC to narrow its focus in order to better meet the needs of the students in our region.

Program Closures with no students being admitted effective Summer 2024.

- (CIP: 480508 4-STARs) CTS ARC Welder FCAW
- (CIP: 480508 4-STARs) CTS ARC Welder SMAW
- (CIP: 110901 3-STARs) CTS Client Implementation and Support Specialist
- (CIP: 110901 3-STARs) CTS Network and Security Analyst
- (CIP: 110901 3-STARs) CTC Cisco Certified Network Associate
- (CIP: 110901 3-STARs) CTC Business Application & Desktop Support
- (CIP: 430106 3-STARs) CTS Crime Scene Investigation: Closed the AAS in Forensic Science Technology after Spring 2023. The CTS Crime Scene Investigation was imbedded into that program but was not included in the Teach Out Submission.
- (CIP: 460302 4-STARs) CTS Electrician Energy Systems Technician
- (CIP: 490202 4-STARs) CTC Heavy Equipment Operator Level 1, CTS Heavy Equipment Vehicle OPS Level 2, CTS Heavy Equipment OPS Level 3
- (CIP: 520401 3-STARs) CTS Legal Office Specialist
- (CIP: 110201 3-STARs) CTC Software Applications

Program Closures with no students being admitted effective Fall 2024.

- (CIP: 110902 3-STARs) AAS Full Cloud Stack Developer: low enrollment, teach out has been put in place to merge this program into the AAS Information Technology Program.
- (CIP: 110701 3-STARs) AS Computer Science with imbedded CTS in Secure Software Design: low enrollment, teach out has been put in place to merge this program into the AAS Information Technology Program.

Signature: *Wendi Palermo*

Email: wendipalermo@lctcs.edu

Signature: *William Tulak*

Email: williamtulak@lctcs.edu












Consent Agenda Item - LDCC

Final Audit Report

2024-04-03

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