LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

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: May 19, 2023

SUBJECT: Program Requests at South Louisiana Community College

APPROVED

KW 6/14/23
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

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

Program to be Delivered 50-99% via Distance Education Technology

1. Associate of Applied Science (AAS) in Civil Survey and Mapping Technology (CIP 15.1102) - **4 STARS**
2. Technical Diploma (TD) in Civil Survey and Mapping (CIP 15.1102) - **4 STARS**
3. Certificate of Technical Studies (CTS) in Survey Technician Assistant (CIP 15.1102) - **3 STARS**

Background: South Louisiana Community College is seeking to add a hybrid option (50% to 99% online) to the Civil Survey and Mapping Technology program. There are no changes to the credit or clock hours. The addition of online courses will increase the number of students who can access the programs.

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

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

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

_____
Approved for Recommendation to the Board
Dr. Monty Sullivan

June 14, 2023
Date

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : Civil Survey and Mapping Technology

AWARD LEVEL(S)

For Board of Regents and LCTCS Review:	
Associate of Applied Science (A.A.S.)	**For LCTCS Review:**
Name:	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: Civil Survey and Mapping Technology		**Program Delivery Mode:** Hybrid	
CIP: 151102	**Credit Hours:** 60.00	**Contact Hours:** 0.00	Associate of Applied Science (A.A.S.)

Stars : 4 Stars			
Name: Civil Survey and Mapping		**Program Delivery Mode:** Hybrid	
CIP: 151102	**Credit Hours:** 45.00	**Contact Hours:** 750.00	Technical Diploma (T.D.)

Stars : 3 Stars			
Name: CTS: Survey Technician Assistant		**Program Delivery Mode:** Hybrid	
CIP: 151102	**Credit Hours:** 17.00	**Contact Hours:** 285.00	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.

The program is seeking to add a hybrid option for students 50% to 99% online. There is no change to the credit or clock hours only to the program delivery mode.

IMPLEMENTATION DATE **(Semester and Year)**	Fall 2023

HISTORY OF PRIOR ACTIONS
Provide an overview of changes to this program.

N/A

JUSTIFICATION FOR THE PROPOSED CHANGE
Include support such as four-year university agreements, industry demand, advisory board information, etc.

Industry demand as well as student accessibility are requesting more flexibility for students to enter the program. Full-time employees seeking certification are unable to attend face to face course and need more options to finish their degree.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No **# - 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:	**Experience:**	**Certification:**

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department :

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.
There are minimal additional costs to move the program hybrid. The faculty member is already QM certified and can work with the college's instructional design team to offer online courses within the program. The funds being used are within eLearning.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING					
DISTANCE EDUCATION	20	30	30	40	

Describe Process for Attaining & Estimating Enrollment:	The program is expecting expansion due to the offering in a hybrid format and the new drone applications being explored.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	Mandatory
	Accreditation status: Approved
Type/Name of Program Accreditation, Licensure or Certification Required:	Association of Technology, Management & Applied Engineering, 701 Exposition Place, STE 206, Raleigh, NC 27615, 919-635-8335.

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:						Credit Hours: 0.00	

BENEFITS TO THE SYSTEM

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

This change will benefit the accessibility of the program for working adults and those already working in the industry.

KEYWORDS

DELIVERY OF DEGREE PROGRAMS THORUGH
DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM
THROUGH DISTANCE LEARNING TECHNOLOGIES
(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**

   South Louisiana Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**

   Tanya St. Julien, Dean STEM Transportation and Energy

3. **Name of Degree Program and CIP Classification**

   Civil Survey and Mapping Technology - 15102

4. **List the initial date of implementation**

   Fall 2023

5. **Briefly describe the program. If there are any differences** (e.g., curriculum, admission, graduation requirements, etc.) **between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

   There are no differences between the traditional program and they hybrid program except delivery mode.

6. **Briefly describe the extent to which the program will be offered via distance learning.**

   The program lecture class will be offered in an online format while the lab classes will be in-person.

7. **Describe distance learning technologies which will be used to offer the proposed program.**

   The college will use the LMS system for the program.

8. **Indicate where (city/town and parish) the proposed program will be offered.**

   All SLCC campuses.

9. **Describe processes in place to ensure that students have structured access to faculty.**

   Faculty members are required to hold 10 office hours a week. Students can schedule appointment in our Starfish software. Students are also able to request help via Starfish. Faculty are required to engage weekly, multiple times, in the online class platform.

If this is the campus' first request for approval to offer 50% or more of a program electronically, upon approval by the Board of Regents the campus must submit notification to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) prior to implementation. Once the SACSCOC provides a letter acknowledging acceptance of this notification to the campus, a copy should be provided to the Board of Regents.

Crystal Lee (May 18, 2023 12:55 CDT)

Provost/ Vice Chancellor for Academic Affairs

May 18, 2023

Date

Tanya St Julien

Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

1

AcAf-2-12-Distance-Ed-Request-Form-CIVIL

Final Audit Report

2023-05-18

Created:	2023-05-18
By:	Courtney Schoolmaster (Courtney.Schoolmaster@solacc.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7axNE5YJByW1NuZG14px_a4ws2nuKoFp

"AcAf-2-12-Distance-Ed-Request-Form-CIVIL" History

📄 Document created by Courtney Schoolmaster (Courtney.Schoolmaster@solacc.edu)
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✅ Agreement completed.
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Adobe Acrobat Sign

Signature: *William Tulak*

    Email: williamtulak@lctcs.edu

Signature: *Wendi Palermo*

    Email: wendipalermo@lctcs.edu

Consent Agenda - SLCC

Final Audit Report   2023-06-08

Created:	2023-06-08
By:	Katie Waldrop (katiewaldrop@lctcs.edu)
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"Consent Agenda - SLCC" History

📄 Document created by Katie Waldrop (katiewaldrop@lctcs.edu)
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