

Monty Sullivan

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Louisiana
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265 South Foster Drive Baton Rouge, LA 70806

Phone: 225-922-2800 Fax: 225-922-1185

www.lctcs.edu

# LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan

LCTCS President

THROUGH: Dr. René Cintrón

Chief Academic Affairs Officer

**FROM:** Dr. Adrienne Fontenot

Director of Adult Learning and Educational Programs

**SUBJECT:** Program Revisions at Northwest Louisiana Technical Community

College (NWLTC)

**DATE:** 03/26/2018

# **FOR BOARD ACTION:**

**Recommendation:** Staff recommends that the Board approve the program revisions listed below.

# **Program Additions**

- Certificate of Technical Studies (CTS) in Barber Shop Customer Service (CIP 12.0402) – 3 STARS
- Certificate of Technical Studies (CTS) in Entry Level Prep Cook (CIP 12.0503) – 5 STARS
- 3. Certificate of Technical Studies (CTS) in Heavy Equipment Operations
   Level II (CIP 49.0202) 4 STARS
  - Career and Technical Certificate (CTC) in Heavy Equipment
     Operations Level I (CIP 49.0202) 4 STARS
- 4. Certificate of Technical Studies (CTS) in HVAC Helper Level I (CIP 47.0201) 4 STARS
- 5. Certificate of Technical Studies (CTS) in Maintenance Helper (CIP 47.0303) 5 STARS
  - a. Career and Technical Certificate (CTC) in Electrical Raceway Conduit Technician (CIP 47.0303) 5 STARS
- 6. Certificate of Technical Studies (CTS) in Machinist Helper (CIP 15.0613) 5 STARS
- Career and Technical Certificate (CTC) in Nursing Assistant (51.2601) –
   5 STARS
- 8. Certificate of Technical Studies (CTS) in Installation Technician Level I (15.0404) 5 STARS
  - a. Career and Technical Certificate (CTC) in Industrial Helper (15.0404) **5 STARS**



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- 9. Certificate of Technical Studies (CTS) in Installation Technician Level II (15.0404) **5 Stars**
- 10. Certificate of Technical Studies (CTS) in Installation Technician Level III (15.0404) 5 Stars

# **Program Revisions**

- 11. Technical Diploma (TD) in Barber Styling (CIP 12.0402) 3 STARS
- 12. Associate of Applied Science (AAS) in Culinary Arts (formerly Culinary Arts and Occupations) (CIP 12.0503) 4 STARS
  - a. Technical Diploma (TD) in Culinary Arts (formerly Culinary Arts and Occupations) (CIP 12.0503) 4 STARS
  - b. Certificate of Technical Studies (CTS) in Production Cook (CIP 12.0503) – 4 STARS
- 13. Certificate of Technical Studies (CTS) in Heavy Construction Vehicle Operator (CIP 49.0202) 4 STARS
- 14. Technical Diploma (TD) in Residential A/C & Refrigeration Technician (CIP 47.0201) 4 STARS
  - a. Certificate of Technical Studies (CTS) in HVAC Helper II to HVAC Helper Level II (CIP 47.0201) 4 STARS
- 15. Technical Diploma (TD) in Industrial Maintenance Technology (CIP 15.0613) 5 STARS
  - a. Certificate of Technical Studies (CTS) in CNC Operator (CIP 15.0613) 5 STARS
  - b. Certificate of Technical Studies (CTS) in Pneumatic / Hydraulic Apprentice (CIP 47.0303) 5 STARS
- Technical Diploma (TD) in Industrial Manufacturing Technology -Machine Tools Technology Concentration (CIP15.0613) – 5 STARS
- 17. Certificate of Technical Studies (CTS) in Patient Care Technician (51.5601) **5 STARS**
- 18. Applied Associate of Science (AAS) in Industrial Instrumentation and Electrical Technician (15.0404) **5 STARS** 
  - a. Technical Diploma (TD): Industrial Instrumentation & Electrical Technician (15.0404) **5 STARS**

# **Program Terminations**

- Technical Diploma (TD) in Commercial Refrigeration Technician (CIP 47.0201) – 4 STARS
- 2. Technical Diploma (TD) in Commercial Air Conditioning Technician(CIP 47.0201) 4 STARS
- 3. Certificate of Technical Studies (CTS) HACR Energy Systems Technician(CIP 47.0201) 4 STARS
- 4. Technical Competency Area (TCA) Entry Level Prep Cook III (CIP 12.0503) 4 STARS
- 5. Technical Competency Area (TCA) NCCER Core Certification (CIP 15.0613) 5 STARS
- 6. Technical Competency Area (TCA) Construction Vehicle Operator (CIP 49.0202) 4 STARS



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- 7. Technical Competency Area (TCA) Heavy Equipment Operator(CIP 49.0202) 4 STARS
- 8. Technical Competency Area (TCA) Solar System Installer (CIP 47.0201) 4 STARS
- 9. Technical Competency Area (TCA) HVAC Helper I (CIP 47.0201) 4 STARS
- 10. Technical Competency Area (TCA) Welder Helper (CIP 15.0613) 5 **STARS**
- 11. Technical Competency Area (TCA) Fabrication Apprentice (CIP 15.0613) 5 STARS
- 12. Technical Competency Area (TCA) Electrical Helper (CIP 15.0613) **5 STARS**
- 13. Technical Competency Area (TCA) Pneumatic Helper (CIP 15.0613) **5 STARS**
- 14. Technical Competency Area (TCA) Hydraulic Helper (CIP 15.0613) **5 STARS**
- 15. Technical Competency Area (TCA) Millwright Helper (CIP 15.0613) 5 STARS
- 16. Certificate of Technical Studies (CTS) Millwright Apprentice (CIP 15.0613) 5 STARS
- 17. Certificate of Technical Studies (CTS) Certification for Manufacturing (C4M) (CIP15.0613) 5 STARS
- 18. Certificate of Technical Studies (CTS) Industrial Electronic Technician (CIP 15.0613) 5 STARS
- 19. Certificate of Technical Studies (CTS) Millwright Apprentice (CIP 15.0613)
- 20. Technical Diploma (TD) Industrial Manufacturing Technology Automation and Controls Concentration (CIP15.0613) 5 STARS
- 21. Technical Diploma (TD) Industrial Manufacturing Technology Millwright Concentration (CIP15.0613) 5 STARS
- 22. Certificate of Technical Studies (CTS) Instrumentation / Electrical Technician (15.0404) **5 STARS**
- Technical Diploma (TD) Industrial Manufacturing Technology Industrial Instrumentation & Electrical Technician Concentration (15.0404) – 5 STARS
- 24. Certificate of Technical Studies (CTS) Instrumentation / Electrical Technician (15.0404) **5 STARS**
- 25. Certificate of Technical Studies (CTS) Advanced Manufacturing Technician (CIP15.0613) 5 STARS
- 26. Technical Competency Area (TCA) Nurse Assistant (51.2601) 5 STARS
- 27. Technical Competency Area (TCA) EKG Skills (51.2601) 5 STARS
- 28. Technical Competency Area (TCA) Phlebotomy Skills (51.2601) 5 STARS
- 29. Technical Competency Area (TCA) Electrician Helper (15.0404) 5 STARS
- 30. Technical Competency Area (TCA) Electronic Repair (15.0404) 5 STARS



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# 31. Certificate of Technical Studies (CTS) – E/I Helper (15.0404) – 5 STARS

Background: NWLTC faculty and staff are reviewing all programs.

NWLTC is requesting to revise the existing:

- The Barber Styling Program was revised including the TD: Barber Styling by revising semester credit hours and contact hours. With this change comes the addition of a CTS named Barber Shop Customer Service to provide an exit point and an Industry Based Credential from the Louisiana Board of Barbers Examiners – Barber license.
- The Culinary Arts and Occupations Program was renamed to Culinary
  Arts and its awards revised including the CTS in Production Cook, and
  a new CTS in Entry Level Prep Cook was added. The Technical
  Diploma and AAS were renamed and the semester credit hours and
  contact hours were revised. The single TCA is being eliminated.
  ServSafe (IBC) from the National Restaurant Association
- Heavy Construction and Vehicle Operator Program revised its awards including CTS: Heavy Construction Vehicle Operator changing semester credit hours and contact hours. With this change comes the removal of several TCAs and a CTS. IBC's from NCCER Safety Core, OSHA 10, Safety Awareness Training (TappiSafe), NCCER Level I & Level II and CDL from Louisiana Office of Motor Vehicles, License Bureau.
- Air Conditioning and Refrigeration Technician Program awards were modified including the CTS: HVAC Helper II by renaming it HVAC Helper Level I and renaming existing CTS: HVAC Helper II to CTS: HVAC Helper Level II. Both Level I and Level II are the same (CTS) level award but they are stacked and sequential with increasing level of proficiency. Students must complete I to be eligible for Level II. With this change comes the removal of several TCAs, a CTS and 2 TD's. IBC's include NCCER Safety Core, OSHA 10, and Safety Awareness Training (TappiSafe).
- Industrial Maintenance Technology program to tightly focus the
  program and student learning outcomes. This will include the
  elimination of multiple TCA's and a CTS. In addition, the semester
  credit hours and contact (clock) hours for the remaining awards were
  revised including 1 CTS and 1 Technical Diploma. Two (2) new CTS's
  were added. IBC's include NCCER Safety Core, OSHA 10, and Safety
  Awareness Training (TappiSafe).



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- Industrial Manufacturing Program renamed to Advanced Manufacturing Program to be more representative and tightly focus the program and student learning outcomes on advanced manufacturing. This will include the elimination of multiple TCA's, CTS' and TD's. In addition, the semester credit hours and contact (clock) hours for the remaining awards were revised including a CTS and a Technical Diploma. One new CTS is being added. IBC's include NCCER Safety Core, OSHA 10, Safety Awareness Training (TappiSafe) and National Institute of Metalworking Skills – Level I.
- Practical Care Technician program will create greater flexibility and opportunity for completion with these changes including the removal of several TCAs, revisions to the existing CTS and the addition of 1 CTC. IBC"s include Certified Nursing Assistant from Louisiana Nurse Aide Registry in BR-Dept of Health and Hospitals, CPR American Heart Association, and Phlebotomy from American Society of Clinical Pathology/American Society of Clinical Technicians.
- Industrial Instrumentation Technology Program renamed to Industrial Instrumentation and Electrical Technology program and integrates both Instrumentation and Electrical student learning outcomes. Both the TD and the AAS are renamed to reflect this change. In addition, the change also includes the removal of several 2 TCAs, 1 new CTC, 3 new CTS's and the renaming of both the TD and AAS. IBC's include NCCER Safety Core, OSHA 10, and Safety Awareness Training (TappiSafe), NCCER Level I, II, III and IV.

Currently the programs are difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

These requests are based on input from multiple sources including feedback from Business and Industry partners, the Occupational Advisory Committee, the Northwest Louisiana Economic Partnership, the Webster Parish Economic and Education Collaborative, and the Louisiana Workforce Commission.

**Fiscal Impact:** No additional cost will be incurred as a result of these revisions. The effects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.



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

**Benefits to the System:** The program revisions will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth.

Martis		
Approved for Recommendation to the Board	Date	
Dr. Monty Sullivan		



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

TYPE OF PRO	POSED CHAN	NGE							
☐ New Program Name		☑ Curriculu Care Tech		ication		Curriculum	Adoption		
AWARD LEVE	L(S)								
☐ Associate of Associate of Other Associate of Name: ☐ Certificate of	egents and LC of Applied Scient of Science (A.S of Arts (A.A.) ciate Degree of Applied Scient of General Stud	nce (A.A.S	S.)	For LCTCS Review:  Technical Diploma (T.D.)  Career and Technical Certificate (C.T.C)  Certificate of Technical Studies (C.T.S.)					
Name: Patient (	Care Technicia	ın							
CIP: 51.2601	Credit Hours: 29	Contact 890	Hours:	Award Level: C.T.S.					
Name: Nursing	Assistant								
CIP: 51.2601	Credit Hours: 15	Contact 455	Hours:	ours: Award Level: CTC					
Name:									
CIP: Credit Contact Hours:				Award Level:					
Name:									
CIP:	Credit Hours:	Contact	Hours:	Award Lev	el:.				
IBC	Issuing Bo	dy	Course	Title	Course Prefix	Course Number	Credits Awarded		

Certified	Department of	Nursing	HNUR	1211	3
Nursing Assistant(CNA)	Health and Hospitals	Fundamentals I	HCOR	1212	2
CPR	American Heart Assn	Nursing Fundamentals I	HNUR	1211	3
Phlebotomy Technician	American Society of Clinical Pathology or American Society of Phlebotomy Technicians	Phlebotomy Phlebotomy Clinical	HPHL HPHL	1013 1023	4 3

# 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.

# **Program Revisions:**

- New CTC: Nursing Assistant (51.2601) 2 Stars
   SCH clock hours 455 IBC: Certified Nursing Assistant & CPR (American Hear Assn)
- CTS: Patient Care Technician (51.5601) 4 Stars
   Revise to 29 SCH 890 clock hours IBC: Phlebotomy (American Society of Clinical Pathology or American Society of Phlebotomy Technicians)

# **Program Terminations**

- 1. Technical Competency Area (TCA) Nurse Assistant
- 2. Technical Competency Area (TCA) EKG Skills
- 3. Technical Competency Area (TCA) Phlebotomy Skills

NWLTC faculty and staff are reviewing all programs. With this change comes the removal of several TCAs, revisions to the existing CTS and the addition of 1 CTC. Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

Proposed Curriculum Revisions: See Attached Curriculum Revisions

COMPONENT	Lecture		Laborat		Work-Bas	sed	Course 7	otals
COURSE NAME	Clock (	Credit	Clock	Credit	Clock	Credit	Clock	Credit
TOTAL ALL								
COLUMNS								

Note: The requirements for and numbering of the General Education courses will be determined by the individual institutions in accordance with Master Course Articulation Matrix.

IMPLEMENTATION DATE (Semester and Year) Fall 2018

# HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

This program is difficult for faculty to implement and for students to navigate with excessive course choices and awards that have limited regional market value and represent limited employment exit points within the Northwest Louisiana region. In the past, numerous TCA's were added to demonstrate completion. The courses have been changed over time without utilizing a consistent lecture / Lab combination matrix for course offerings and scheduling consistency.

# JUSTIFICATION FOR THE PROPOSED CHANGE

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

This proposal is based on input from multiple sources including feedback from Business and Industry partners, the Occupational Advisory Committee, the Northwest Louisiana Economic Partnership, the Webster Parish Economic and Education Collaborative, and the Louisiana Workforce Commission. The practices of sequencing courses over shorter 8 and 4 week terms within a semester, providing hybrid coursework, evening, weekend and block schedules have all been shown to be effective strategies to increase student success (time to completion, persistence and completion) as demonstrated by the research of Achieving the Dream and Complete College America. Fully developing pathways

special populati	n training ions (Vet success	and PLA), erans) prov Regional	Work Readled and State	ady U (ac d support wide labo	dult basi for stud or marke	n), Workforce (non- c education), and lents and facilitate et information patient care in the			
LOUISIANA WORKE	ORCE C	OMMISSION	STAR LE	VEL (http	://www.la	aworks.net/Stars/)			
☐ 5 Stars	⊠ 4 Star	s 🗆	3 Stars	□ 25	Stars	☐ 1 Star			
SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION									
☐ Main Campus	⊠ All Ca	mpuses	Sites	(list below	)	☐ Distance Education			
Annual Marie Control of the Control	Site 2: Mansfield Campus – Mansfield, LA Site 3: Minden Campus – Minden, LA (Main Campus)								
QUALIFIED FACULTY (Check all that apply)									
Use Existing Facu #: 1 full-time, 3 pa		☐ Hire Ad	junct Facu —	lty	☐ Hire #:	Full-Time Faculty			
MINIMUM CREDENT	TALS REC	QUIRED FO	R FACULT	ΓΥ					
Education:	11.00.00	Experience	<b>)</b> :		Certifica	ation:			

# Education:

 Must be a licensed practical nurse or registered nurse. **Experience**: Documented work experience directly related to the course(s) being taught

- Minimum of three years of nursing experience.
   And
- At least one year of nursing experience must have been as a medicalsurgical nurse providing direct patient care.
   And
- The applicant must have practiced as a nurse for a minimum of six fulltime months during the three years immediately preceding application.

Certification: Professional, nationally recognized, achievement-based certification OR

Licensure in the course(s) being taught

- Must be a licensed practical nurse or registered nurse And
- must possess a valid, unencumbered license to practice as a Registered Nurse in the State of Louisiana

# FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Healthcare Occupations

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

ANTICIPATED	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	120	126	132	146	160
<b>EVENING</b>	30	<u>33</u>	38	43	50

Subject Code	Course Number		Course Title	Lecture		Contact Hours	Credit Hours
(Use the to NEW curri deleted ar	am CURRICU emplate below of iculum with cha ind/or changed) ched Propose	or insert se nges appr	eparate attachment; all modit opriately noted so that it is vi ulum	ications s sually cle	hould incl ar what ha	ude the OL	D and led,
Accredit	me of Progra ation, Licens tion Require	ure or	Department of Health an Occupational Educat		als & Co	uncil on	
Licensu Require	re or Certifica d?	ation	If YES, please provide p accreditation/licensure/c	rojected ertification	on date: 2	014 / 2019	,
Is Program Accreditation,			⊠Yes	[	☐ No		
PROGR	AM ACCREDI	TATION:					
Describe Attaining Estimatin Enrollme	ng	of the Growth enrolln launch number workin evenin sequer quickly enrolln utilized curricular place i Evenin staying attrition complet need to mostly	program as indicated on the program as indicated on the program as indicated on the is expected to occur in dependent. Daytime is expected of the evening offerings near. We expect to increase the ground proposed to increase the ground proposed to increase the ground proposed to the contact hour rement. Hybrid and web-enhalment. Hybrid and web-enhalment. Hybrid and web-enhalment is the simular of the lab and during actual ground proposed to its approximately 25% Faction are among the higher constantly recruit as study on-time in less than 2 years estimates for enrollment strength as indicated as the constantly recruit as study on-time in less than 2 years estimates for enrollment strength is extinuited to constantly recruit as study on-time in less than 2 years estimates for enrollment strength is extinuited.	ne most in aytime a to grow may sligh the overa as not be even in will not he equirement to enreted work and at a dispart time all to Fall of the string t	recent Property of the service of th	ogram Heating student er rate sind shifted the day nent initiallying — those is will be offents complished the due to see the	ce the time who need fered in leting as at part-time vill be ut NWLTO takes in the job. Students arrent ce and is in the bloved
DISTAN EDU	CE CATION						
DICTAN							

DE	NIE	TE	TO	TIME	SVS	
00					ZA.	1 <b>-</b> 1M1

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NWLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NWLTC on-ramps from the different student populations ensures NWLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

Date

3/23/18 Date

NWLTC Patient Care Technician Program Proposed PCT Program Curriculum Revision Effective 2018-2019 CIP: 51.2601	ician Prog rriculum R	gram								
Semester		Rubric	No.	io. Course Title (H = Hybrid course)		SGH	Lec	Lab	Lec Lab Contact Hour	Comments
1st Semester										
	8Wk	LEAD	1003	MO3 Work Readiness (H)		m	2	2	06	
		CPTR	1002	Intro		3	2	2	96	
		HNUR	1211			3	3	1	75	
Transaction of the Control of the Co	8Wk	HCOR	1212	12 Skills Application		,	c	,	Ca	
		HCOR	1200	Introduction to A	led Term)	7 7	2	1 1	9	
		ВОТН	1210		Office	2	2		09	
										IBC: Certified Nursing Assistant
										(CNA) - Department of Health and Hospitals & Cardio Pulmonary
1st Semester Totals		BC		CTC: Nursing Assistant		15	11	6	455	Resuscitation (CPR) - American Heart Assn
2nd Semester										
	8Wk	HPHL	1013	13 Phlebotomy		4	7	m	120	
		HEKG	1113	13 EKG		2	2	-	09	
	_	HCOR	1601	O1 Communication Techniques in Healthcare	care	2	2	1	09	
	8Wk	HPHL	1023	23 Plebotomy Clinical		3	1	8	105	
		HEKG	1123			1	0	1	30	
		HCOR	1801	O1 Professional Aspects for Healthcare Providers	viders	2	2	1	09	
										IBC: Phlebotomy - American Society of Clinical Pathology or
										American Society of Phlebotomy
2nd Semester Total	$\Box$					14	6	10	435	
Award (2 Semesters)	IBC			CTS: Patient Care Technician		29	20	13	890	

# Northwest Louisiana Technical College

# Patient Care Technician (PCT)

# Program Description & Curriculum

This program prepares individuals for a variety of job opportunities in the health occupations areas and is generated to meet the need for cross training of employees in health care facilities. Graduates may find employment in long-term care facilities, hospitals, laboratories, and clinics where basic bedside nursing skills are required, as well as the skills of phiebotomy, performing electrocardiograms (EKO), stress testing, and other monitoring procedures.

Degrees/Certificates Certificate of Technical Studies (CTS) Technical Computersy (FCCA)

Certificate of Technical Competency (CTC): Nursing Assistant

Added:

Revised existing CTS

Terminated TCA's

Available degrees and certificates may vary at each campus. Check with your local campus for more information. CIP 512601

H Connect H	COMMCOLOM			
	Course TRile	Lecture/ Lab Hours	Credit Hours	Clock
HNUR 1211	Nursing Fundamentals I	3/1	4	75
HCOR 1212	Skills Application	0/1	1	80
	TCA-Nu	TCA - Nurse Assistant	-51	E
CPTR 1000	Introduction to Computers	1/1	2	45
HCOR 1200	Introduction to Anatomy & Physiology (with medical terminology)	3/0	ю	45
HEKG 1113	EKG	2/0	2	160
	TCA	YCATTING Skills	-1-	-
HCOR 1601	Communication Techniques in Healthcare	2/1	3	8
HPHL 1013	Phlebotomy	3/1	4	280
HCOR 1801	Professional Aspects for Healthcare Providers	1/1	2	110
Market County Broke	464- Philob	areany Skills	:	980
BOTH 1210	Administrative Procedures for Medical Offices	3/0	3	45
	CTS - Patient Care Technician	Technician	24	006
Pottonol Hickbross - we	ay not be substituted for required courses also, c			
Cany 1000	- Customer Service	3/0	3	45
CCUM-2000	Cuntomer Service and Sales	3/0	8	45
ENTD 1000	Foundations of Entrepreneurship	3/0	6	45
HCOR 2991	Special Projects I	0/1	1	30
HCOR 2993	Special Projects II	2/0	2	8
HCOR 2995	Special Projects III	6/3	6	06
HCOR 2996	Special Projects IV	3/0	3	45
HCCH 2997	Special Projects V	1/0	1	15
"Qualified students ma	y entroll in the following elective courses based on COMPASS or ACT soo	(65.	Processor of the Party of the P	
A13C-1000	Affect : leafth Science	2/1	ю	9
AHATA 1000	Affect the ath	2/1	3	9
AUKE 1000	Affect heading	1/1	3	9
MIEN 1000	All. L. Salth English	2/1	6	8

Courses Deleted

\* Work-based Learning Experience courses may be substituted for a course withclinical experience when initiated in a employer—college formalized agreement. in this program and may be used to formalize an apprenticeship or extended See the Chief Academic Officer for course options and approval process.

SCH-Contact Hour Conversions Chart related clock hours based on NWLTC All courses changed credits and

Terminated TCA's:

**Nurse Assistant** 1

**EKG Skills** 2) Phlebotomy Skills 3) Revised: CTS: Patient Care Technician

29 SCH-890 clock hours

\*Added New CTC: Nursing Assistant

15 SCH-455 clock hours



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

TVDE OF DD								
	POSED CHA	NGE						
☐ New Progr Program Nam		Curriculi Styling	um Modi	fication		Curriculum	Adoption	
		, ,						
AWARD LEVE	L(S)							
For Board of F	egents and LC	TCS Revie	ew:					
☐ Associate	of Applied Scie	nce (A.A.S	S.)					
☐ Associate	of Science (A.S	S.)						
☐ Associate	of Arts (A.A.)			For LCTCS R	eview:			
☐ Other Asso	Other Associate Degree			☑ Technical Diploma (T.D.)				
Name:				Career and				
	Certificate of Applied Science (C.A.S.)			☐ Certificate of Technical Studies (C.T.S.)				
☐ Certificate	Certificate of General Studies (C.G.S.)							
Name: Barber	Shop Custome							
CIP: 12.0402	Credit Hours: 30	Contact 960	Hours:	Award Lev	vel: New C	TS		
Name: Barber	Styling							
CIP: 12.0402			Hours:	Award Level: TD				
Name:								
CIP: Credit Contact Hours Hours:			Hours:	Award Level:				
Name:								
CIP:	Credit Hours:	Contact	Hours:	Award Lev	el:			
IBC	Issuing Bo	dv	Course	Tial				
	Issuing Do		Course	THE	Course Prefix	Course Number	Credits Awarded	

# 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.

# **Program Revisions:**

- 1. New CTS: Barber Shop Customer Service (12.0402) **3 Stars** 30 SCH clock hours 960
- 2. TD: Barber Styling (412.0402) **3 Stars** revised to 45 SCH 1500 clock hours

# **Program Terminations**

1. NA

NWLTC faculty and staff are reviewing all programs. NWLTC is requesting to revise the existing TD: Barber Styling by revising semester credit hours and contact hours. With this change comes the addition of a CTS named Barber Shop Customer Service to provide an exit point and an Industry Based Credential. Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

Proposed Curriculum Revisions: See Attached Curriculum Revisions

	Lectur		Labora		Work-Ba		Course 1	
COURSE NAME	Clock	Credit	Clock	Credit	Clock	Credit	Clock	Credit
				-				
				<del>                                     </del>		1		+
								1
TOTAL ALL				L	L			
COLUMNS								

Note: The requirements for and numbering of the General Education courses will be determined by the individual institutions in accordance with Master Course Articulation Matrix.

	ster and Year)	Fall 2018	
HISTORY OF PRIOR ACTIONS Provide an overview of changes	to this program.		
This program is difficult for facule excessive course choices ar represent limited employment the past, numerous TCA's whave been changed over time combination matrix for cours	nd awards that he nt exit points with vere added to de ne without utilizin	ave limited region nin the Northwest monstrate compling g a consistent le	nal market value and t Louisiana region. In etion. The courses cture / Lab
JUSTIFICATION FOR THE PROP nclude support such as four-yea poard information, etc.	OSED CHANGE ar university agre	eements, industry	demand, advisory
This proposal is based on input Business and Industry partner Northwest Louisiana Economic Education Collaborative, and of sequencing courses over providing hybrid coursework, been shown to be effective a completion, persistence and	ers, the Occupaters, the Louisiana Volume the Louisiana Volume the Louisiana Volume to the Louisiana Volume to the Louisiana Volume to the Louisiana Community (1998) and the Louisiana Communi	tional Advisory Co the Webster Pari Vorkforce Comm week terms within and and block scl ease student suc	ommittee, the sh Economic and ission. The practices in a semester, nedules have all cess (time to
Achieving the Dream and Cowith on-ramps from Jumpsta credit short term training and special populations (Veteran greater student success. Redemonstrates a continued no Nursing field.	omplete College art (dual enrollme I PLA), Work Re as) provide addec egional and State	America. Fully deent and articulation ady U (adult basis support for stude wide labor markets)	eveloping pathways on), Workforce (non- ic education), and lents and facilitate et information
Achieving the Dream and Cowith on-ramps from Jumpsta credit short term training and special populations (Veteran greater student success. Redemonstrates a continued no Nursing field.	omplete College of (dual enrollment (dua	America. Fully de ent and articulation ady U (adult basic d support for stude wide labor marke am emphasizing	eveloping pathways in), Workforce (non- ic education), and lents and facilitate et information patient care in the
Achieving the Dream and Cowith on-ramps from Jumpsta credit short term training and special populations (Veteran greater student success. Redemonstrates a continued no Nursing field.	omplete College of (dual enrollment (dua	America. Fully de ent and articulation ady U (adult basic d support for stude wide labor marke am emphasizing	eveloping pathways in), Workforce (non- ic education), and lents and facilitate et information patient care in the
Achieving the Dream and Cowith on-ramps from Jumpsta credit short term training and special populations (Veteran greater student success. Redemonstrates a continued no Nursing field.  OUISIANA WORKFORCE COMM	omplete College art (dual enrollment (du	America. Fully deent and articulation ady U (adult basic disupport for stude wide labor market am emphasizing	eveloping pathways on), Workforce (non-ic education), and lents and facilitate et information patient care in the

Shreveport, LA	
all that apply)	
Hire Adjunct Faculty #:  QUIRED FOR FACULTY	☐ Hire Full-Time Faculty #:
Experience:	Certification:
Experience: Documented work experience directly related to the course(s) being taught  Minimum of four years of related experience	Certification: Professional, nationally recognized, achievement-based certification OR Licensure in the course(s) being taught Must possess a Louisiana Barber/Styling Instructor License
	all that apply)  Hire Adjunct Faculty  #:  QUIRED FOR FACULTY  Experience:  Experience: Documented work experience directly related to the course(s) being taught  Minimum of four years

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Business & Hospitality

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	<u>31</u>	<u>33</u>	<u>36</u>	45	60
<b>EVENING</b>			<u>15</u>	20	25

Describe Process for Attaining & Estimating Enrollment:

The enrollment is based on estimates founded in the previous history of the program as indicated on the most recent Program Health Index. Growth is expected to occur in daytime and evening student enrollment. Daytime is expected to grow at a slower rate since the launch of the evening offerings may slightly diminish the daytime number. We expect to increase the overall enrollment initially with the working population the college has not been serving - those who need evening or weekend courses. The evening classes will be offered in sequenced block schedules but will not have students completing as quickly due to the contact hour requirements and subsequent part-time enrollment. Evening track will begin in the 2<sup>nd</sup> or 3<sup>rd</sup> year. Hybrid and web-enhanced curricular strategies will be utilized to improve students' ability to enroll in more hours, but NWLTC curriculum strength is the simulated work-based learning that takes place in the lab and during actual work-based experiences on the job. Evening enrollment will compound at a different rate due to students staying longer and as a result of part time enrollment. The current attrition is approximately 25% Fall to Fall. NWLTC persistence and completion are among the highest in the state and this results in the need to constantly recruit as students complete and are employed mostly on-time in less than 2 years. All of these factors were included in the estimates for enrollment shown above.

PROGRAM ACCREDITATION:		
	⊠ Yes	□ No

Is Program Accreditation, Licensure or Certification Required?	If YES, please provide projected accreditation/licensure/certification date: 2014 / 2019
Type/Name of Program Accreditation, Licensure or Certification Required:	Louisiana State Board of Barbering

# 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)

# See Attached Proposed Curriculum

umber	Course Title	Hours	Lab Hours	Contact Hours	Credit Hours

# **BENEFITS TO THE SYSTEM**

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

# BENEFITS TO THE SYSTEM

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NWLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NWLTC on-ramps from the different student populations ensures NWLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

Date

3/23/18

Date

NWLTC Barber Styling Program
Proposed Program Curriculum Revision
Effective 2018-2019

Award (3 Semesters)	3rd Semester Totals								3rd Semester	Award (2 Semesters)		2nd Semester Total							2nd Semester	1st Semester Totals							1st Semester	Semester	
		_	_	× ×	-	_	[	8Wk	1		1	-	_		8Wk			8Wk				_	8Wk			8Wk			
		DAKO	+	+	-	BARB	+	BARB					BAKB	+	+	BARB	+	BARB			BAKB	DAKB	BARB		BARB	CPTR		Rubric	
		71117	2053	2043		2410	1430	2013					1420	1231	1243	1350	1211	1220			1160	1033	1023		1013	1003		No.	
Technical Diploma - Barber Styling		Barber Styling Shop Management & Sales	LA State Board Review Theory & Practice	Hair Coloring Theory & Practice		Barber Styling Entrepreneurship & Professionalism	Men's Hairpieces	Chemical & Permanent Hair Treament		CTS: Barber Shop Customer Service			Anatomy and Physiology	Barber Styling Lab II	Skin, Scalp & Hair Treatments: Theory and Practice	Barbering Chemistry	Barber Styling Lab i	Shaving Theory & Practice			Basic Styling • Men & Women	Customer Service & Professional Image	Sanitation and Safety	Surporan to Lovenia	History of Backgring	Career & Student Success (H) Computer Literacy and Applications (H)		Course Title (H = Hybrid course)	
45	15	1	4	4		1	1	4		30	14		1	3	4	1	4	1		16	2	3	3		, ,	ω		SCH	
*	15 8 14	1 1	5	2 3		2 0	0	2 4		18 24	14 / 13	40	1 1	2 2	2 3	1 0 1	1 5	1 1		16 11 11	2 1	2 2	1 3	1	+	+		SCH Lec Lat	_
5	540	45	165	120		30	30	150		960	460		45	90	120	30	135	45		495	60		105		Ť	90		Lab Contact Hour	
										IBC: Customer Service																		Comments	

# **Proposed Curriculum Revisions**

# Added:

New CTS: Barber Shop Customer Service (12.0402) 3 Stars-30SCH - clock hours 960

# Revised:

Stars—revised to 45 SCH - 1500 TD: Barber Styling (412.0402) 3 clock hours

# Northwest Louisiana Technical College

# Barber-Styling

# Program Description & Curriculum

related clock hours based on NWLTC SCH-Contact Hour Conversions Chart

All courses changed credits and

This program is designed to prepare students to work efficiently in the industry of Barber-Styling. This competency-based program includes classroom instruction and practical/lab experience under supervision of the instructor. Practical skills are developed through experience in a school-based, on-site shop which is equipped and managed according to industry standards by the students with instructor supervision. Upon completion, students are eligible to take the LA State Board of Barber Examiners licensure

# Degrees/Certificates Technical Diploma (TD)

kvaliable degress and certificates may vary at each campus. Check with your focal campus for more information CIP 120402

	Barber-Styling CURRICULUM			
Course #	Course Title	lecture/ Lab Hours	Credit Hours	Clock
ORNT 1000	Freshman Seminar	1/0	1	15
BARB 1110	History of Barbering and the Professional Image	2/0	2	30
CPTR 1000	Introduction to Computers	1/1	2	45
BARB 1120	Sanitation, Bacteriology, Safety with Tools, Implements, and Equipment Theory and Practice	0/2	2	3
BARB 1131	Sanitation, Bacteriology, Safety with Tools, Implements, and Equipment Lab	0/1	-	98
BARB 1160	Men's/Women's Basic Haircutting/Styling Theory & Practice	0/2	2	8
BARB 1220	Shaving, Mustaches, and Beards Theory & Practice	0/1	1	30
BARB 1211	Barber-Styling Lab 1	0/4	4	180
BARB 1410	Electricity and Safety	1/0	-	15
BARB 1140	Facial Massage and Treatments Theory & Practice	2/0	2	09
BARB 1150	Properties/Disorders/Treatments of Skin, Scalp, & Hair Theory and Practice	0/2	2	8
BARB 1231	Barber-Styling Lab II	0/2	2	06
BARB 1310	Permanent Waving/Chemical Hair Relaxing Theory & Practice	6/3	æ	8
BARB 1321	Permanent Waving/Chemical Hair Relaxing Lab	2/0	2	8
BARB 1350	Chemistry	2/0	2	30
BARB 1420	Anatomy and Physiology	1/1	2	45
BARB 1430	Men's Hairpieces Theory	1/0	-	30
BARB 1441	Barber-Styling Lab III	5/0	s	225
BARB 2630	Professionalism for Barber Styling	1/0	1	15
BARB 1330	Hair Coloring Theory and Practice	2/0	2	9
BARB 1341	Hair Coloring Lab	2/0	2	9
BARB 2111	Barber-Styling Shop Management and Sales	0/2	2	9
BARB 2120	LA State Barber Board Review Theory	3/0	3	45
BARB 2131	LA State Barber Board Review Lab	0/4	4	180
JOBS 2450	Job Seeking Skills	2/0	2	30

Numbering Convention for student friendly programs

with courses clearly sequenced—Numbering Convention details

attached.

bered using the NWLTC redesigned and renum-

Courses were removed,

**Deleted Courses** 

\* Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief Academic Officer for course options and ap-

proval process.

# **Proposed Curriculum Revisions**

 New CTC: Barber Shop Customer Added:

PAGE 2

**NWLTC Numbering Convention for** signed and renumbered using the All courses were removed, redestudent friendly programs with **Numbering Convention details** courses clearly sequenced— Service (12.0402) 3 Stars 30 SCH - clock hours 960 **Deleted Courses** attached.

Revised

		Program Description & Curriculum		Curricult
	1-01	TO - Barber-Styling	53	1605
	Cational Electric			١
CSAV 1000	Customer Service	360	ŀ	\$
CSRV 2000	Customasi and a selection	3/0	3	45
CHAIL TODO	Foundations of Entrepreneurship	ale	1	AS
		sing contras may be subdiving stora no.		
BARB 2991	Special Projects I	1/0	1	30
BARB 2993	Special Projects II	0/2	2	8
BARB 2995	Special Projects III	0/3	8	96
BARB 2996	Special Projects IV	3/0	3	45
BARB 2997	Fracticulin	0,0	ŀ	135
BARB 2999	Socperative Education	0/3		1

SCH-Contact Hour Conversions Chart related clock hours based on NWLTC All courses changed credits and



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

TYPE OF PRO	POSED CHAI	NGE									
☐ New Progr Program Nam Manufacturin		☑ Curriculo ed Manuf )		ification g Technolog		Curriculum Industrial	5.5				
AWARD LEVE	EL(S)										
For Board of R	Regents and LC	TCS Revie	ew:								
	of Applied Scie										
	of Science (A.S										
☐ Associate	of Arts (A.A.)			For LCTCS	Review:						
Other Asso	ciate Degree			☐ Technica	al Diploma (1	Γ.D.)					
Name:				☐ Career a	nd Technica	l Certificate	e (C.T.C)				
☐ Certificate	of Applied Scie	nce (C.A.S	S.)	□ Certificat	e of Technic	al Studies	(C.T.S.)				
☐ Certificate	of General Stud	dies (C.G.	S.)								
Name: Machini	st Helper										
CIP: 15.0613	Credit Hours: 15	Contact 450	Hours:	Award Level: New CTS							
Name: CNC O	perator										
CIP: 15.0613	Credit Hours: 33	Contact 990	Hours:	Award L	evel: CTS						
Name: Advance	ed Manufacturi	ng Techno	ology (fo	rmerly Indust	trial Manufac	cturing Tec	hnology)				
CIP: 15.0613	Credit Hours: 45	Contact 1350	Hours:	Award L	evel: TD	W					
Name:											
CIP:	Credit Hours:	Contact	Hours:	Award Lo	evel:						
IBC	Issuing Bo	dy	Course	e Title	Title Course Course Credits Prefix Number Awarded						

NCCER	Industrial Workplace Safety	WKSF	1003	3
OSHA	Industrial	WKSF	1003	3
TappeSafe	Industrial	WKSF	1003	3
National Institute of Metalworking Skills	CNC II	IMFG	1263	3
	OSHA TappeSafe National Institute of Metalworking	OSHA Industrial Workplace Safety  TappeSafe National Institute of Metalworking  Workplace Safety Industrial Workplace Safety CNC II	OSHA Industrial Workplace Safety  WKSF Workplace Safety Industrial Workplace Safety VWKSF Workplace Safety CNC II IMFG	Workplace Safety  OSHA  Industrial Workplace Safety  TappeSafe  National Institute of Metalworking  WKSF  WKSF  WKSF  1003  WKSF  WKSF  1003  WKSF  1003  Industrial WKSF  WKSF  1003  WKSF  1003  WKSF  1003  IMFG  1263

# 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.

# **Program Revisions:**

- 1. New CTS: Machinist Helper (15.0613) 5 Stars 15 SCH clock hours 450
- CTS: CNC Operator (15.0613) 5 Star Revised to 33 SCH – 990 clock hours
- TD: Industrial Manufacturing Technology Machine Tools Technology Concentration (15.0613) 5 Star - renamed Advanced Manufacturing Technology - revised to 45 SCH – 1350 clock hours

# **Program Terminations**

- 1. CTS Certification for Manufacturing (C4M)
- 2. CTS Industrial Electronic Technician
- 3. CTS Millwright Apprentice
- 4. TD Industrial Manufacturing Technology Automation and Controls Concentration
- 5. TD Industrial Manufacturing Technology Millwright Concentration
- 6. CTS Instrumentation / Electrical Technician
- 7. TD Industrial Manufacturing Technology Industrial Instrumentation & Electrical Technician Concentration
- 8. CTS Instrumentation / Electrical Technician
- 9. CTS Advanced Manufacturing Technician

NWLTC faculty and staff are reviewing all programs. NWLTC is requesting to revise the existing Industrial Manufacturing Program to tightly focus the program and student

learning outcomes on advanced manufacturing. This will include the elimination of multiple TCA's, CTS' and TD's. In addition, the semester credit hours and clock hours for the remaining awards were revised including 1 CTS and 1 Technical Diploma. One new CTS is being added.

Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

Proposed Curriculum Revisions: See Attached Curriculum Revisions

COUDCENANCE	Lectur		Labora	tory V	Work-Ba	sed	Course '	Γotals
COURSE NAME	Clock	Credit	Clock	Credit	Clock	Credit	Clock	Credi
						-		
						+		
					***			+-
								+
OTAL ALL								
COLUMNS								

Note: The requirements for and numbering of the General Education courses will be determined by the individual institutions in accordance with Master Course Articulation Matrix.

IMPLEMENTATION DATE (Semester and Year)	Fall 2018

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

This program is difficult for faculty to implement and for students to navigate with excessive course choices and awards that have limited regional market value and represent limited employment exit points within the Northwest Louisiana region. In the past, numerous TCA's were added to demonstrate completion. The courses have been changed over time without utilizing a consistent lecture / Lab combination matrix for course offerings and scheduling consistency.

# JUSTIFICATION FOR THE PROPOSED CHANGE

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

This proposal is based on input from multiple sources including feedback from Business and Industry partners, the Occupational Advisory Committee, the Northwest Louisiana Economic Partnership, the Webster Parish Economic and Education Collaborative, and the Louisiana Workforce Commission. The practices of sequencing courses over shorter 8 and 4 week terms within a semester, providing hybrid coursework, evening, weekend and block schedules have all been shown to be effective strategies to increase student success (time to completion, persistence and completion) as demonstrated by the research of Achieving the Dream and Complete College America. Fully developing pathways with on-ramps from Jumpstart (dual enrollment and articulation), Workforce (noncredit short term training and PLA), Work Ready U (adult basic education), and special populations (Veterans) provide added support for students and facilitate greater student success. Regional and Statewide labor market information demonstrates a continued need for the program emphasizing patient care in the Nursing field. LOUISIANA WORKFORCE COMMISSION STAR LEVEL (http://www.laworks.net/Stars/) ☐ 5 Stars ✓ 4 Stars 3 Stars 2 Stars ☐ 1 Star SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION Main Campus ☐ All Campuses Sites (list below) Distance Education Site 1: Minden Campus - Minden, LA QUALIFIED FACULTY (Check all that apply) ☐ Use Existing Faculty ☐ Hire Adjunct Faculty ☐ Hire Full-Time Faculty #: 1 full-time, 0 part-time) #: MINIMUM CREDENTIALS REQUIRED FOR FACULTY Education: Experience: Certification:

# Education:

Associates Degree minimum or equivalent college coursework **Experience**: Documented work experience directly related to the course(s) being taught

Minimum of four years of related experience

Certification: Professional, nationally recognized, achievement-based certification OR

Licensure in the course(s) being taught

# FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Industrial Technology

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

ANTICIPATED	ENROLLMENT:		7		
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	12	20	<u>30</u>	45	60
EVENING			<u>15</u>	20	25

ANTICI	PATED EN	ROLLMENT	:						
DISTAN	ICE JCATION								
Describe Attaining Estimati Enrollme	ng	or the Growth enrolln launch number workin evenin sequel quickly enrolln web-er ability simular actual comporesult of 25% Finighes studen years.	program as indicated is expected to coment. Daytime is expected to coment. Daytime is expected to expect to it is population the expect to it is population the expect to it is population the expect due to the containent. Evening trace to enroll in more it is enroll in more it is expected at a different of part time enroll all to Fall. NWLTO to time the state and at a complete and a All of these factor above.	ated on the accur in dexpected fferings received fferings received from the accuracy of the ac	he most laytime a to grow may sligh the overa as not be evenir will not he equirement ies will be to stude e current ence and lts in the oved most over over over over over over over over	recent Property and evening at a slow at a slow at ly diminificant en serving classes ave studients and evening classes ave studients and evening classes are utilized Courricular place in evening at attrition at complete need to estly on-tirestant enter the evening at ly on-tirestant enter the evening at lattrition at complete and to estly on-tirestant enter the evening	rogram Heading student for rate singles the day ment initially ment initially ment in less to the lab and genrollmeng longer a supproximite approximite approximit	ce the retime who need fered in leting as a students the during and as a mately and the recruit as than 2	d ne s'
PROGR	AM ACCRE	DITATION:							_
Is Progr	am Accred	itation,	⊠ Yes		[	☐ No			
Require	re or Certif d?	ication	If YES, please paccreditation/lic	orovide p ensure/c	rojected ertification	n date: 2	014 / 2019	)	
Accredit	me of Prog tation, Lice ttion Requi	nsure or							
(Use the to NEW curri deleted ar	id/or change	w or insert se hanges appro	eparate attachment opriately noted so t	; all modif hat it is vis	ications s sually clea	hould incl ar what ha	ude the OLI as been add	D and led,	
		sed Currice	ılum						
Subject Code	Course Number		Course Title		Lecture Hours	Lab Hours	Contact Hours	Credit Hours	

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# BENEFITS TO THE SYSTEM

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NWLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NWLTC on-ramps from the different student populations ensures NWLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

<u>J20/2018</u> Date

3/23/18 Date

	T				_	_	_		
Semester		Rubric	No.	Course Title (H = Hybrid course)	sc	H 10	- L	b Contact Hou	
					100	1 20	C L	to Contact not	Comments
1st Semester									
	8Wk	LEAD	1003				T		
		WKSF	1003	Career & Student Success (H) Industrial Workplace Safety (H)	3		-		
		IMFG	1013	Industrial Mathematics (H)	3		_		New Course: Embedded IBC's: NCCER Core, Osha 10, Tappe Safe
				made in Medicinades (n)	1 3	1 2	1 4	90	
	8Wk	IMFG	1023	Machine Shop I	3	12	T 2	90	
		IMFG	1033	Machine Shop II	3				
1st Semester Totals		ıвс		New Award: CTS 1 - Machinist Helper	15	10	10	450	1) Add a new award - CTS: Machinist Helper 2) renumbered courses with numbering convention 3) Revised SCH, Contact hour and Lec/Lab Combinations 4) Addition of LEAD 1003: Career and Student Success Cours 5) Addition of WKSF 1003: Industrial Workplace Safety, 6) Elimination of TCA's
2nd Semester						_	_		
	8Wk	IMFG	1213	Basic Lathe I	3	т.	-	1	
		IMFG	1223	Basic Mill I	3				
		IMFG	1233	CNCI	3				
						-	1.	1 20	
	8Wk	IMFG	1243	Basic Lathe II	3	1 2	1 2	90	
		IMFG	1253	Basic Mill II	3	2	2	90	
		IMIG	1263	CNC II	3	2	2	90	
2nd Semester Total	1				_	_	_		
					18	12	1 12	540	
Award (2 Semesters)		IBC		Award: CTS - CNC Operator	33	22	22	990	Revised existing CTS - CNC Operator to include 33 SCH 2) include IBC NIMS     Cartifications 3) Revised course SCH, lec/lab contact combinations, 4) Added     Options of Work-based Learning Experiences
ird Semester						_			
	8Wk	IMFG	2013	Machine Shop III	3	2	2	1 00	
		IMFG	2023	CNC III	3	2	2	90	
					13	-	1 4	90	
	8Wk	IMFG	2033	Machine Shop IV	3	2	2	90	
		IMFG	2043	Capstone: CNC IV	3	2	2	90	
3rd Semester Totals	1				_		_		
THE PRINCIPLE PRINCIPLE					12	8	8	360	
Award (3 Semesters)				Technical Diploma - Advanced Manufacturing Techniciar	45	30	30	1350	Renamed Technical Diploma from Industrial Manufacturing to Advanced Manufacturing Technician

With approval of Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements individually or in combination:

Experiential Learning Credit Course Options

Rubric	Number	Course Title	SCH	Lec	Lab	Contact Hr
IMFG	2991	Special Project I	1	0	1	30
IMFG	2993	Special Project II	2	0	2	60
IMFG	2995	Special Project III	3	0	3	90
	H	New Work-Based Learning Experience Options	$\Box$			EXT
WBLE	1003	Internship / Cooperative Education	3	1	3	105
WBLE	1011	Work-Based Learning Experience	1	0	0	45*
WBLE	1012	Work-Based Learning Experience	2	0	0	90*
WBLE	1013	Work-Based Learning Experience	3	0	0	135*
WBLE	1014	Work-Based Learning Experience	4	0	0	180*
WBLE	1021	Work-Based Learning Experience II	11	0	0	45*
WBLE	1022	Work-Based Learning Experience II	2	0	0	90*
WBLE	1023	Work-Based Learning Experience II	3	0	0	135*
WBLE	1024	Work-Based Learning Experience II	4	0	0	180*
WBLE	2031	Work-Based Learning Experience III	11	0	0	45*
WBLE	2032	Work-Based Learning Experience III	2	0	0	90*
WBLE	2033	Work-Based Learning Experience III	3	0	0	135°
WBLE	2034	Work-Based Learning Experience III	4	0	0	180°
WBLE	2041	Work-Based Learning Experience IV	11	0	0	45*
WBLE	2042	Work-Based Learning Experience IV	2	0	0	90°
WBLE	2043	Work-Based Learning Experience IV	3	0	0	135*
WBLE	2044	Work-Based Learning Experience IV	4	0	0	180*
					T	
			$\Box$	7	1	
				$\dashv$	+	

\*All Work-Based Learning Experiences that involve external partners, locations and work assignments with an emphais on skill building and meeting the student learning outcomes of the course must meet

# Added:

New CTS: Machinist Helper (15.0613) 5 Stars - 15 SCH - clock hours 450

# Revised:

- CTS: CNC Operator (15.0613) 5 Star— Revised to 33 SCH – 990 clock hours
- TD: Industrial Manufacturing Technology Machine Tools Technology Concentration (15.0613) 5 Star renamed Advanced Manufacturing Technology revised to 45 SCH 1350 clock hours

# Northwest Louistana Technical College

Industrial Manufacturing Technology (CP 15.0613)

About the Program: The purpose or this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the industrial manufacturing field. This program consists of a core set of courses and four concentration areas from which the student can choose to make up the diploma.

# Degrees/Certificates

Technical Diploma (TD)
Certificate of Technical Studies (CTS)

Optional prep course is CPTR 1002 (Computer Literacy & Applications)

# CURRICULUM

IMFG 1325			PART STATE	IMFG 1421	IMFG 1420	IMFG 1321	IMFG 13Z0			00000	IOD WED		OCZT SAIMI	IMFG 1235	IMFG 1230		IMFG 1220	IMFG 1215	IMFG 1130	1140	Appropriate Control		1	IMPG 1300	IMFG 1200	IMFG 1120	IMFG 1100	ORNT 1000		Course No.
Pipefitting	CIS-WILLIAM ICL	The Market Michigan and Company	Pneumatics Applications	Milhudahoweau	Millwright II	Millwright TLab	Millwright	MILLWRIGHT CONCENTRATION: (Core	Automation and Controls Concentration	The Industrial Manufacturing Technique	Electore of Co-ob	Elegate of Co-op	Advanced PLC applications	Motor Controls	Introduction to Programming	CL2-INDI ICLES OF EFFORMANCE LECTIVICION	Digital Electronia	Basic stactronics	Pneumatics Applications	Hydraulics Applications	AUTOM- AUD ROLS ZEUTG-	CIS-Corner-Bos In santillacturing (CAMI	Technology, & Machining	Introduction to Fabrication, Process	Automation	Tools and Equipment Used IT Maguifacturing	Introduction to Manufacturing	Eroshman Seminar	CORE COURSES:	Course Title
0	A deliberation		•	4	2	-	3	+ the follow		2	0	0	9		1	-	+	2	0	0	N: (Comer			-			3	1		Lecture
2			3	t	•	1	0			0	w	3	w	w	2	-	2	2	2	3		*		4	3	3	I	0		Lab
2	28	-	,	3	2	2	3	Separate September 1	45	2	3	/_	3	w	3	28	3	1	1	3	-	16			4		3	-		Total Credit Hrs.
75	1326	The second second	130	130	90	130	98		1590	7	130	130	145	145	125	935	145	130	130	J.	!	450	1	135	120	135	45	1		Total Clock Hrs.

quenced—Numbering

student friendly programs with courses clearly se-

Courses were removed, redesigned and renumbered using the NWLTC Numbering Convention for

**Deleted Courses** 

Convention details

attached.

# Terminated:

related clock hours based on NWLTC SCH-Contact Hour Conversions Chart

All courses changed credits and

- CTS Certification for Manufacturing (C4M)
- CTS Industrial Electronic Technician
- CTS Millwright Apprentice
- TD Industrial Manufacturing Technology –
   Automation and Controls Concentration
- TD Industrial Manufacturing Technology Millwright Concentration
- CTS Instrumentation / Electrical Technician
- TD Industrial Manufacturing Technology Industrial Instrumentation & Electrical Technician Concentration
- CTS Instrumentation / Electrical Technician
- CTS Advanced Manufacturing Technician

<sup>\*</sup> Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief Academic Officer for course options and approval process.

# **Proposed Curriculum Revisions**

All courses were removed, redesigned and renumbered using the NWLTC Numbering Convention for student friendly programs with courses clearly sequenced—Numbering Convention details attached.

125	N.	2		riacucuiii	ICES CAMI
				Dracklein	MEC 7007
		0	-	Spacial Projects V	WFG 2550
8	3	0	3	Special Projects IV	MFG 2996
90	3	ω	0	Special Projects III	MFG 2995
60	2	2	0	Special Projects II	IMFG 2993
30	1	-	0	Special Projects I	IMFG 2991
is control	any of the also	medio	ay be substi	in the Chief Academic Office (distingto) the Johawing coinces m	ill.
near	45	1	1	Industrial instrumentation & Electrical Technician Concentration	
6	2	0	2	Job Seeking Skills	0.007.00
				Processes	1
145	ر س	-	2	Introduction to Temperature & Analytical	IIET 2733
145	3	4	~		IIET 1413
145	4	w		Pressure and Level ModSurement	INST 1330
140	ω	w	0	Motor Controls	IMFG 1235
140	3	2	1	Programmable C	IIET 2123
25		I		CTS-Instrumentation/Blacking Technician	-
140	2	1	6	National Electron Code	ELMT 2520
140	7	2	1	Basic Electronics	MET 1214
140	3	1	2	Wiring/Electrical Blueprint Interpretation	HEI 1433
-	3	2	1	Introduction to Industrial Instrumentation	WELL IENI
	the followin	Cong	HATION	USTRUAL INSTRUMENTATION & ELECTRICAL CONCEN	L INDU
1					
1690	45			TD - Industrial Manufacturing Technology  Machine Tool Technology Concentration	7
30	,	4	~	Job Socking Signs	JOBS 2450
115	3	w	0	Precision Grinding	IMFG 2720
200	w	2	-	CNC	IMFG 2710
250	6	3	ω	Machine Shop II	IMFG 1410
1095	31			CTS-CNC OPERATOR	
160	3	w	0	Basic Mill	IMFG 1440
160	3	3	0	Basic Lathe	IMFG 1340
250	6	w	w	Machine Shop I	IMFG 1310
75	ω	1	2	Shop Mathematics	IMFG 1110
	(Suppose		tt (Core +	MACHINE TOOL TECHNOLOGY CONCENTRATION	
		1		mineright concentration	
Jeon	45	* *		To - Industrial Manufacturing Technology	
	2	0	2	Job Seeking Skills	0512000
130	L	4	0	Elasheror Co-op	
95	3	w		Elective or Co-op	
115	2	2	0	Welding	IMFG 1315
95	1	F	1	Marchettandling	IMFG 1210
-	u				

All courses changed credits and related clock hours based on NWLTC SCH-Contact Hour Conversions Chart

# Terminated:

- CTS Certification for Manufacturing (C4M)
- CTS Industrial Electronic
   Technician
- CTS Millwright Apprentice
- TD Industrial Manufacturing Technology – Automation and Controls Concentration
- TD Industrial Manufacturing
  Technology Millwright Concentration
- CTS Instrumentation / Electrical Technician
- TD Industrial Manufacturing
  Technology Industrial Instrumentation & Electrical Technician Concentration
- CTS Instrumentation / Electrical Technician

Revised April 201

Renamed & Revised

Industrial Manufacturing Technology

Effective January 2018



# LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

TYPE OF PRO	POSED	CHAN	IGE					
New Program Name			Curriculu		ation igeration Tec		Curriculum	Adoption
AWARD LEVE	L(S)							
For Board of R  Associate of Associate of Associate of Associate of Other Associate	of Applied of Science of Arts (A	d Scier e (A.S A.)	nce (A.A.S	.) F	or LCTCS Ro ☑ Technical I		.D.)	
Name: Certificate	of Applie	d Scie		S.)	Career and Certificate	Technical	Certificate	
Name: TD – H\ Technician)	VAC Tec	hniciar	ı (Rename	ed from ex	isting TD: Re	esidential A	VC & Refrig	geration
CIP: 47.0201	Credit Hours:	45	Contact 1530	Hours:	Award Lev	el: TD		
Name: CTS - I	HVAC He	elper –	Level I					
CIP: 150699	Credit Hours:	17	Contact   570	Hours:	Award Lev	el: CTS		
Name: CTS - I	HVAC He	elper –	Level il					
CIP: 150699	Credit Hours:	31	Contact 1050	Hours:	Award Lev	el: CTS		
IBC		Issuii	ng Body	Course	Γitle	Course Prefix	Course Number	Credits Awarded

NCCER Safety Core OSHA 10	OSHA	Industrial Workplace Safety	WKSF	1003	3	
TappeSafe	TappeSafe					

## 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.

## Existing Awards to be terminated:

TCA - HVAC Helper I - Terminate

CTS - Domestic A/C & Refrigeration Technician - Terminate

CTS - HACR Energy Systems Technician - Terminate

TD - Commercial Air Conditioning Technician - Terminate

TCA - Solar System Installer - Terminate

## New and Revised Awards:

- New CTS: HVAC Helper Level I (47.0201) 4 Stars 17 SCH – clock hours 570
- Rename CTS: HVAC Helper II to HVAC Helper Level II (47.0201) 4 Stars and revise to 31 SCH – 1050 clock hours
- Rename existing TD in Residential A/C & Refrigeration Technician to HVAC Technician (47.0201) 4 Stars and revise to 45 SCH – 1530 clock hours

IMPLEMENTATION DATE (Semester and Year) Fall 2018

## HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

Education

Currently the proc	rom in difficult for fo			
and to the excess	ive course choices a employment exit poi	and awards th	nat have limite	students to navigate ed regional market ouisiana region.
Louisiana Econon	sed on input from mustry partners, the Onic Partnership, the Northead Work	Ccupational / Webster Pari	Advisory Com	mittee the Northwest
Include support su board information,	OR THE PROPOSED of the second control of the	CHANGE ersity agreen	nents, industry	demand, advisory
Northwest Lou Education Coll of sequencing coursework, every effective strate and completion Complete Colle Jumpstart (duatraining and PL (Veterans) provisuccess. Registrations and recontinued need manufacturing	aborative, and the Locourses over shorted vening, weekend and gies to increase study as demonstrated by the state of the s	e HVAC Occurrence HVAC OCCURRE	upational Advi- Webster Pari- rkforce Comm- ek parts of ten- dules have all (time to comp- ch of Achievin- thways with o- orkforce (non- ducation), and and facilitate g- information de- gram emphas	isory Committee, the ish Economic and ission. The practices ms, providing hybrid been shown to be pletion, persistence of the Dream and in-ramps from credit short term is special populations reater students emonstrates a izing Industrial and
LOUISIANA WORK	FORCE COMMISSION	N STAR LEVE	L (http://www.l	aworks.net/Stars/)
5 Stars	☑ 4 Stars □	3 Stars	☐ 2 Stars	☐ 1 Star
SITE(S) OF NEW P	ROGRAM OR CURRIC	CULUM MOD	FICATION	
☐ Main Campus	☑ All Campuses	☐ Sites (list		☐ Distance

Site 1: Shreveport Campus				
Site 2:				
Site 3				
Site 4:				
QUALIFIED FACULTY (Chec	k all that apply)			
☐ Use Existing Faculty	☐ Hire Adjunct	Faculty	☐ Hire Full-Time	Faculty
#: (1 full-time, 0 part-time	#:		#:	
MINIMUM CREDENTIALS R	QUIRED FOR FA	CULTY		
Education:	Experience:		Certification:	
Education: 2-year Post- Secondary Award (Associates	Experience: 4 yr		Certification:	
Degree) or Alternative	employment in t	ne neid		
Certification				
FISCAL IMPACT: ADMINIST	RATION and IMPI	EMENTATION	COSTS	
Department: Industrial Stu	dies			
Describe how this change v departmental funds in term	vill affect the adm s of faculty, facilit	inistrative structies, support, an	ture and/or allo	cation of ources.
The affects expected as a greater persistence and require long term plann	completion. Sen	ving more stude	ents who stay lo	nger will
facilities. As growth is e adjunct and full-time wi	xperienced and p	rogram health	is improved, ad	ditional
ANTICIPATED ENROLLME	NT:			
Students Year On	e Year Two	Year Three	Year Four	Year Five

DAY

**EVENING** 

DISTANCE EDUCATION 

ANTICIPATED ENRO	LLMENT	r:				
Describe Process for Attaining & Estimating Enrollment:	of the Growth is exp offering increase course sched contact Hybrid improvement to part till Fall. Notate a complete comp	program as indicated in is expected to occupected to grow at a slougs may slightly diminuse the overall enrollment has not been serving. The evening class calculates but will not have at hour requirements at and web-enhanced over students' ability to calculate the ability to calculate the enrollment. The calculate the enrollment. The calculate this results in the ete and are employed factors were included the control of the enrollment.	on the most r in daytime wer rate sin ish the dayt ent initially g – those the students conduction ork-based leave periences rate due to current attrition d completieneed to conduction on the students of the completieneed to conduct the conduction of the students of the	at recent Progration and evening since the launch ime number. We with the working at need evening fiered in seque purpleting as quent part-time or ategies will be arning that takes on the job. Even is approximation are among that the interest the interest that the interest that the extra the interest that the interest interes	am Health Index. Students. Daytime of the evening of the evening we expect to a population the eng or weekend enced block wickly due to the enrollment. It utilized to switch a to a t	
PROGRAM ACCREDI	TATION	:				
Is Program Accredita	tion,	⊠ Yes		□ No		
Licensure or Certifica Required?	ition	If YES, please provaccreditation/licens	ide projecte ure/certifica	ed tion date: 2014	4	
Type/Name of Progra Accreditation, Licens Certification Required	ure or					
PROGRAM CURRICU (Use the template below of NEW curriculum with chan deleted and/or changed) Note: See Attachments	or insert s nges app	ropriately noted so that	it is visually o	clear what has b	e the OLD and seen added,	

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		ET COLUMN			
		Section 1			

## BENEFITS TO THE SYSTEM

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NWLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NWLTC on-ramps from the different student populations ensures NWLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

3/23/2018 Date

3/23/18

Date

						,	-	7	·
5	2015 1201						1.		
SemesterA6:J40A6:J47A6:J52J	29A6:J39A	Rubric	No.	Course Title (H = Hybrid course)	SCH	Le	c La	b Contact Hour	Comments
1st Semester							_		
13t Semester						_	-		
	8Wk	LEAD	1003	Career & Student Success (H)	3	1,	1,	90	
		WKSF	1003	Industrial Workplace Safety (H)	3	_	_		New Course: Embedded IBC's: NCCER Core, Osha 10, Tappe Safe
		HVAC	1013	Introduction to HVAC	4	2	4	150	The transfer Empedate rise 3. Necest Core, Ostio 10, Tappe Saire
	8Wk	HVAC	1023	Principles of Refrigeration	4	_	4		
		HVAC	1033	Fundamentals of Electricity	3	2	2	90	
1st Semester Totals		IBC		New Award: CTS: HVAC Helper - Level 1	17	10	14	570	Eliminated TCA's
2nd Semester								and the second	
	8Wk	HVAC	1213	Electric Motors and Components	4				
		HVAC	1223	Residential Central Air I	3	2	2	90	
						_			
	8Wk	HVAC	1233	Applied Electricity & Troubleshooting	4	5	14	150	
		HVAC	1243	Residential Central Air II	3	_		200	
					-	1	+	30	
						_			
2nd Semester Total					14	11	12	480	
	_								
							1		1) Created new CTS 1: HVAC Helper I 2) Revised courses in existing CTS - HV/
							1		Helper II 3) Revised course SCH, lec/lab contact combinations, 4) Added
						1	1		Options of Work-based Learning Experiences 5) Eliminated TCA's 6) Eliminated CTS: Domestic A/C and Refrigeration Technician 7) Courses
						1			renamed and numbered using HVAC Rubric and the NWLTC Numbering
						1	1		Convention.
Award (2 Semesters)				CTS: HVAC Helper - Level II	31	21	26	1050	
3rd Semester						_			
	8Wk	HVAC	2013	Residential Heating	4				
		HVAC	2023	Heat Pumps and Specialized Equipment	3	2	2	90	
	8Wk	HVAC	2033	Residential System Troubleshooting	3	2	1 2	90	
		HVAC	2043	Capstone: HVAC System Design	4	2	4	150	
							_		
3rd Semester Totals					14	8	12	480	
	_					_	_		
						1			1) Renamed Technical Diploma 2) Revised course SCH, lec/lab contact
						ı		, 40 V	combinations, 3) Added Options of Work-based Learning Experiences 4)
Award (3 Semesters)									Eliminated AAS 5) Renamed TD: Residential A/C and Refrigeration Technicia
Award (3 Semesters)				Technical Diploma - HVAC Technician	45	29	38	1530	to TD: HVAC Technician

With approval of Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements individually or in combination

Experiential Learning Credit Course Options

Rubric Number Course Title SCH Lec Lab Contact Hrs

HVAC 2991 Special Project I 1 0 1 30

HITT	2337	Special Project I	1 4	U	1 1	30
HVAC	2993	Special Project II	2	0	2	60
HVAC	2995	Special Project III	3	0	3	90
				_	_	
		New Work-Based Learning Experience Options	_		$\Box$	EXT
WBLE	1003	Internship / Cooperative Education	3	1	3	105
WBLE	1011	Work-Based Learning Experience	1	0	0	45*
WBLE	1012	Work-Based Learning Experience	2	0	0	90*
WBLE	1013	Work-Based Learning Experience	3	0	0	135*
WBLE	1014	Work-Based Learning Experience	4	0	0	180°
						- Junio
WBLE	1021	Work-Based Learning Experience II	1	0	0	45*
WBLE	1022	Work-Based Learning Experience II	2	0	0	90*
WBLE	1023	Work-Based Learning Experience	3	0	0	135*
WBLE	1024	Work-Based Learning Experience II	4	0	0	180*
WBLE	2031	Wash Based Lawring Condenses III	1.		- 1	
WBLE	2032	Work-Based Learning Experience III	1	0	0	45*
WBLE	2032	Work-Based Learning Experience III Work-Based Learning Experience III	3	0	0	90*
WBLE	2034	Work-Based Learning Experience III	4	0	0	135*
WOLL	2034	Work-based Learning Experience III	14	U	0	180*
WBLE	2041	Work-Based Learning Experience III	1	0	0	45*
WBLE	2042	Work-Based Learning Experience III	2	0	0	90*
WBLE	2043	Work-Based Learning Experience III	3	0	0	135*
WBLE	2044	Work-Based Learning Experience III	4	0	0	180°

\*All Work-Based Learning Experiences that involve external partners, locations and work assignments with an emphals on skill building and meeting the student learning outcomes of the course must meet the standard of a minimum 45 contact or clock hours = 1 Semester Credit Hour

Work-based Learning Experiences may include: Live Work, Clinicals, Internships, Cooperatives, Practicums, and Apprenticeships.

## Added:

- ♦ New CTS: HVAC Helper Level I (47.0201) 4 Stars—17 SCH clock hours 570
- Rename CTS: HVAC Helper II to HVAC Helper – Level II (47.0201) 4 Stars and revise to 31 SCH -1050 clock hours
- Rename TD Residential A/C & HVAC Technician (47.0201) 4 Stars and revise to 45 SCH -Refrigeration Technician to 1530 clock hours

## **Deleted Courses**

Numbering Convention for stu-**Numbering Convention details** signed and renumbered using Courses were removed, rede-HVAC rubric and the NWLTC dent friendly programs with courses clearly sequenced attached

# Northwest Louisiana Technical College

# Air Conditioning and Refrigeration Technician

## Program Description & Curriculum

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a vince of the first of heating, and refrigeration. The Air Conditioning and Refrigeration program propares harloy of jobs in the field of heating, and conditioning, and refrigeration program propares harlowed to install, diagnose, repair, and maintain the operating condition of domestic, residential, and commercial heating air conditioning, and refrigeration systems.

Certificate of Technical Studies (CTS) recinincal Compensity Area (10x1) Technical Diploma (TD)

twoiloble degrees and critificates may vary at each compus. Check with your local compus for more information. CIP 470201

	CURRICULUM			
Course #	Councille	Lecture /Lab Hours	Credit	Glock
HACR 1150	HVAC Introduction	1/2	3	100
HACR 1160	Principles of Refrigeration I	1/2	3	115
HACR 1170	Principles of Refrigeration II	1/2	3	115
HACR 1180	Principles of Refrigeration III	1/2	3	120
	*	-State- HYAGelisher L.	4	450
HACR 1210	Electrical Fundamentals	1/2	3	100
HACR 1220	Electrical Components	172	-	115
HACR 1230	Electric Motors	1/2	3	115
HACR 1240	Applied Electricity and Troubleshooting	10	3	120
		CTS - HVAC Holboril	2.4	000
HACR 1410	Domestic Refrigeration		I	k
HACR 1420	Room Air Conditioners	1/1	7	2
	CTS Domestic A/C & Refrigeranion Torthwhelen	For Tothrelen		#02B
HACR 2510	Residential Central Air Conditioning I	1/2	3	115
HACR 2520	Residential Central Air Conditioning II	1/1	2	115
HACR 2530	Residential System Design	1/1	2	75
HACR 2540	Residential Heating I	1/2	3	115
HACR 2550	Residential Heating II	1/2	3	115
HACR 2560	Residential Heat Pumps	1/1	~	8
1085 2450	Job Seeking Skills	2/0	2	30
our confidence palon of onget then of anothers officeral bufford	(A.V.) por LOTA Control (A.C.) por control C.R. (Refrigeration Technician) To archive	ch and on Technician	55	1695
HACR2510	Residential Central Air Conditioning I	10	•	T
SOLR 1000	Solar Fundamentals	3/0	3	45
SOLR 1030	Solar Thermal Applications		ŀ	f
sprengful confrontation of	With the pare Higher plants of a constant of the HACR Energy Systems To	ns Technician		1405
HACR 2810	Commercial Air Conditioning I	2/4	9	365

\* Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief Academic Officer for course options and approval process.

SCH-Contact Hour Conversions Chart related clock hours based on NWLTC All courses changed credits and

Terminated:

Technical Competency Area (TCA) -**HVAC Helper I** 

Domestic A/C Refrigeration Technician Certificate of Technical Studies (CTS) -

Certificate of Technical Studies (CTS) -**HACR Energy Systems Technician**  Technical Competency Area (TCA) - Solar System Installer

Technical Diploma in Commercial Refrigeration Technician

Technical Diploma in Commercial Air Conditioning Technician

Effective January 2018

Revised March 2017

Renamed and revised

HVAC PG 1

Added:

 New CTC: Heavy Equipment Op-Stars-13SCH - clock hours 420 erations - Level I (49.0202) 4

 New CTS: - Heavy Equipment Operations - Level II (49.0202) 4 Stars-21SCH - 720 clock hours  CTS: Heavy Construction Vehicle Operator (49.0202) 4 Stars-revised to 28SCH - 960 clock hours

**Deleted Courses** 

**NWLTC Numbering Convention for** signed and renumbered using the All courses were removed, redestudent friendly programs with **Numbering Convention details** courses clearly sequenced attached.

# AIR CONDITIONING AND REFRIGERATION TECHNICIAN Program Description & Curriculum

related clock hours based on NWLTC SCH-Contact Hour Conversions Chart

All courses changed credits and

Sycostyn com	2000	Commercial Air Conditioning Controls	3/4	7	265
Commercial Refrigeration Constoner Service Customer	HACR 2830	Commercial Air Conditioning II	2/4	9	235
Commercial Refrigeration Commercial Refrigeration Commercial Refrigeration Commercial Refrigeration Commercial Refrigeration Customer Service & Sales Customer Service & Sales Foundation of Entreprene Solar The heal Applications Industrial Solar Applications Special Projects III	Successful completion o	#TION Hoper A. dTS Helporth, 1085,2450 and the alease 3 courses			10.5
Commercial for regretation in Commercial for increasing Commercial for	114.00 5011	Commission of the Commission o	Epitalian Bri	ì	
Commercial Refrigeration II  Commercial Refrigeration II  Introduction to Computers  Customer Service & Sales  Fourdation of Entrepreneurs  Solar Fundamentals  Solar The National Applications  Industrial Solar Applications  Special Projects II  Special Projects III  Special Projects II	HACK 2910	Commercial Keirigeration		0	597
Commercial Refrigeration II  Syccessfyl (Conference Service Customer Service Customer Service Customer Service Customer Service Customer Service Solar Fundamentals Solar Fundamentals Solar Fundamentals Solar The No.   Applications Industrial Solar Applications Solar The No.   Applications Solar The No.   Applications Special Projects II Special Projects III Specia	HACR 2920	Commercial Brangareon com	3/4	7	265
Introduction to Computers Customer Service & Sales Solar Their al Applications Indibudal Solar Applications Special Projects II Special Projects I	MACHEDSO	Commercial Refrigeration II	1.17	4	235
Introduction to Computers Customer Service & Sales Customer Service & Sales Foundation of Entrepreneurs Solar Fundamentals Solar Pupilizations Indibutal Solar Applications Solar Their al Applications Special Projects III Special Projects II	Spices	Statementation of TOA Helpert (ITS Heles III.) PRS 2450 and IDS	Follow of Provinces	.45	1695
Introduction to Computers Customer Service Customer Service & Sales Foundation of Entrepreneurs Foundations Fo					
COLEME PRODUCE	-	ID - Commercial Remarda	tion recomicion		
TISSURE TIBLE					
SCA EVER POSICE					
CA EVERTISISE					
Secretary (Secretary Secretary Secre					
Trouments Street					
CA EVERNOR					
Col Evit Miles					
COLEMENTO DISCONICA DISCON					
TI COLE LE L					
	C) CR 1000	Introduction to Computers	1/1	2	29
SCORE RESIDENCE	CSRV 1000	Customer Service	3/0	6	25
Sign Constraints of the Constrai	CSRV 2000	Customer Service & Sales	3/0	1	45
CALENTARIA	ENTP 1000	Foundation of Entrepreneurship	3/0	-	45
Solar	SOLR 1000	Solar Fundamentals		~	A5
Solar	ON R 1010	DV Colar Applications	1	,	1
Source may be experient to the control of the contr	000 400	The state of the s	777	1	2
in comes highly and	XXLR 1020	Industrial Solar Applications	1/2	3	7.5
OF ENGINEER	SOLR 1030	Solar Thermal Applications	1/2	٣	2
ColEntonia		ay he substituted for the or his course contiement with asproval	from chief acad	amic Office	110
Consultable	SPPR 2991	Special Projects I	0/1	1	30
CAENTONE	SPPR 2993	Special Projects II	0/2	2	8
M. Bistonian	SPPR 2995	Special Projects III	5/0	~	8
Oleuman	3PPR 2996	Special Projects D	3/0	-	¥
(OA EMERDIAN	SPPR 2998	Special Projects V	1,0	-	1
CA PARPOSA	SPDR 2097	Deartifilm	200		1
(MEHRIN)))	1000	The second secon	0/13	0	133
CAERTON	SPPR 2999	cooperative Education	0/3	3	135
	SOLR 1000	Solar Fundamentals	3/0	3	45
	SOLR 1010	PV Solar Applications	1/2	1	75
	SOLR 1029	Industrial Solar Applications	1/2	-	7
Color Thormal Applications	SOLDENBAN	Color Thormal Applications		,	1

Terminated:

Technical Diploma in Commercial Air Conditioning Technician Technical Competency Area (TCA) - Solar System Installer Technical Diploma in Commercial Refrigeration Technician

Revised March 2017

Effective January 2018

formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agree-\* Work-based Learning Experience courses may be substituted for a course within this program and may be used to ment. See the Chief Academic Officer for course options and approval process.

All courses changed credits and related clock hours based on NWLTC SCH-Contact Hour Conversions Chart

With approval of Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements individually or in combination:

		Experiential Learning Credit Course Options	ns.			
Rubric	Number	Course Title	SGH	ě	2	SCH Lec Lab Contact Hrs
HVAC	2991	Spedal Project I	-	0	-	R
HVAC	2993	Spedal Project II	2	0	~	8
HVAC	2995	Special Project III	m	0	m	8

		New Work-Based Learning Experience Options				EM
WBLE	1008	Internship / Cooperative Education	3	-	m	105
WBLE	1011	Work-Based Learning Experience	1	0	0	45
WBLE	1012	Work-Based Learning Experience	2	0	0	B
WBLE	1013	Work-Based Learning Experience	m	0	0	135
WBLE	1014	Work-Based Learning Experience	4	c	c	180

WBLE	1051	Work-Based Leaming Experience 11	1	0	0	\$
WBLE	1022	Work-Based Leaming Experience II	2	0	0	8
WBLE	1023	Work-Based Leaming Experience II	8	0	0	135
WBLE	1024	Work-Based Leaming Experience II	4	0	0	180

WBLE	7877	Work-Based Learning Experience III	-	0	0	45
WBLE	2082	Work-Based Learning Experience III	2	0	0	B
WBLE	2083	Work-Based Learning Experience III	m	0	0	135
WBLE	2084	Work-Based Learning Experience III	4	0	0	180*
WBLE	2041	Work-Based Learning Experience III	-1	0	0	\$
WBLE	2042	Work-Based Learning Experience III	2	0	0	B
WBLE	2043	Work-Based Learning Experience III	m	0	0	135
WBLE	2044	Work-Based Learning Experience III	4	C	c	180

\*All Work-Based Leaming Experiences that involve external partners, locations and work assignments with an emphais on skill building and meeting the student leaming outcomes of the course must meet the standard of a minimum 45 contact or clock hours = 1 Semester Credit Hour

Work-based Learning Experiences may include: Live Work, Clinicals, Internships, Cooperatives, Practicums, and Apprenticeships.



## LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

☐ New Progr	am [	⊠ Curriculu	ım Modif	fication	П	Curriculum	Adoption
Program Nam		Equipmen				Curriculum	Adoption
9	- Houvy	Lquipinen	t venicie	Operator			
AWARD LEVE	EL(S)						
For Board of F	Regents and LO	CTCS Revie	ew:				
☐ Associate	of Applied Scie	ence (A.A.S	6.)				
☐ Associate	of Science (A.S	S.)					
☐ Associate	of Arts (A.A.)			For LCTCS	Review:		
Other Asso	ociate Degree			☐ Technica	l Diploma (1	Γ.D.)	
Name:				⊠ Career a	nd Technica	l Certificate	e (C.T.C)
☐ Certificate	of Applied Scie	ence (C.A.S	S.)	□ Certificat	e of Technic	cal Studies	(C.T.S.)
☐ Certificate	of General Stu	idies (C.G.S	S.)				
Name: Heavy I	Equipment Vel	nicle Opera	tions – L	evel I			
CIP: 49.0202	Credit Hours: 13	Contact 420			evel: CTC		
Name: Heavy I	Equipment Ope	erations - L	evel II				
CIP: 49.0202	Credit Hours: 21	Contact 720	Hours:	Award Le	evel: CTS		
Name: Heavy I	Equipment Ver	nicle Operat	tor				
CIP: 49.0202	Credit Hours: 28	Contact 960	Hours:	Award Le	evel: CTS		
Name:							
CIP:	Credit Hours:	Contact	Hours:	Award Le	evel:.		
IBC	Issuing Bo	ody	Course	Title	Course	Covers	Cus 1'4
	155tille Di	July	Course	THE	Course	Course	Credits

NCCER Safety	NCCER	Industrial	WKSF	1003	3
Core		Workplace Safety			
OSHA 10	OSHA	Industrial	WKSF	1003	3
		Workplace Safety			
TappeSafe	TappeSafe	Industrial	WKSF	1003	3
		Workplace Safety			
NCCER Level I	NCCER	Intro to	HCVO	1023	4
		Earthmoving			
NCCER Level II	NCCER	Soils and	HCVO	1143	4
		Machinery			
Commercial	Louisiana Dept of	Commerical	CTDP	1064	4
Drivers License	Transportation	Vehicle Operations		.001	1

## 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.

## **Program Revisions:**

- New CTC: Heavy Equipment Operations Level I (49.0202) 4 Stars 13 SCH – clock hours 420
- New CTS: Heavy Equipment Operations Level II (49.0202) 4 Stars 21 SCH – 720 clock hours
- 3. CTS: Heavy Construction Vehicle Operator (49.0202) 4 Stars revised to 28 SCH 960 clock hours

## **Program Terminations**

- 4. Technical Competency Area (TCA) NCCER Core Certification
- 5. Technical Competency Area (TCA) Construction Vehicle Operator
- 6. Technical Competency Area (TCA) Heavy Equipment Operator

NWLTC faculty and staff are reviewing all programs. NWLTC is requesting to revise the existing CTS: Heavy Construction Vehicle Operator by revising SCH and contact hours. With this change comes the removal of several TCAs and a CTS. Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and

awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region

Proposed Curriculum Revisions: See Attached Curriculum Revisions

	Lectur		Labora		Work-Ba	sed	Course '	Totals
COURSE NAME	Clock	Credit	Clock	Credit	Clock	Credit	Clock	Credit
				_				+
						+		+
								+
TOTAL ALL								
COLUMNS								

Note: The requirements for and numbering of the General Education courses will be determined by the individual institutions in accordance with Master Course Articulation Matrix.

IMPLEMENTATION DATE (Semester and Year)

Fall 2018

## HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

This program is difficult for faculty to implement and for students to navigate with excessive course choices and awards that have limited regional market value and represent limited employment exit points within the Northwest Louisiana region. In the past, numerous TCA's were added to demonstrate completion. The courses have been changed over time without utilizing a consistent lecture / Lab combination matrix for course offerings and scheduling consistency.

## JUSTIFICATION FOR THE PROPOSED CHANGE

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

This proposal is based on input from multiple sources including feedback from Business and Industry partners, the Occupational Advisory Committee, the Northwest Louisiana Economic Partnership, the Webster Parish Economic and Education Collaborative, and the Louisiana Workforce Commission. The practices of sequencing courses over shorter 8 and 4 week terms within a semester,

providing hybrid coursework, evening, weekend and block schedules have all been shown to be effective strategies to increase student success (time to completion, persistence and completion) as demonstrated by the research of Achieving the Dream and Complete College America. Fully developing pathways with on-ramps from Jumpstart (dual enrollment and articulation), Workforce (noncredit short term training and PLA), Work Ready U (adult basic education), and special populations (Veterans) provide added support for students and facilitate greater student success. Regional and Statewide labor market information demonstrates a continued need for the program emphasizing patient care in the Nursing field. LOUISIANA WORKFORCE COMMISSION STAR LEVEL (http://www.laworks.net/Stars/) 5 Stars ✓ 4 Stars 3 Stars 2 Stars ☐ 1 Star SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION ☐ Main Campus Sites (list below) Distance Education Site 1: Shreveport Campus - Shreveport, LA Site 2: Mansfield Campus - Mansfield, LA Site 3: Minden Campus - Minden, LA (Main Campus) Site 4: Camp Minden - Minden, LA [Education Site] QUALIFIED FACULTY (Check all that apply) ☐ Use Existing Faculty Hire Adjunct Faculty ☐ Hire Full-Time Faculty #: 2 full-time, 1 part-time) MINIMUM CREDENTIALS REQUIRED FOR FACULTY Education: Experience: Certification:

## Education:

Associates
Degree
minimum or
equivalent
college
coursework

**Experience**: Documented work experience directly related to the course(s) being taught

Minimum of four years of experience in HCVO or related field.

Certification: Professional, nationally recognized, achievement-based certification OR

Licensure in the course(s) being taught

Must possess a current CDL

## FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Technical Studies

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

ANTICIPATED	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	<u>85</u>	90	95	100	105

ANTICIPATED EN	ROLLMENT	:			
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	of the particular devening sequent quickly enrollm utilized curricular place in Evening attrition complement to mostly	program as indiced is expected to come the evening of the evening of the evening of the expect to be good population the good weekend conced block schedule to the containent. Hybrid and if to improve study and the lab and during enrollment will go longer and as an is approximated etion are among to constantly recruit in the less to constantly recruited in the second the etion are among to constantly recruited in the second the etion are among to constantly recruited in the second the etion are among to constantly recruited in the second the etion are among the	rated on the most occur in daytime expected to grow offerings may slig increase the overcollege has not ourses. The even dules but will not act hour requirent web-enhanced of lents' ability to enhanced working actual	ounded in the present recent Program and evening study at a slower rate phtly diminish the rall enrollment in been serving – the ing classes will be have students on ents and subsect curricular strategical in more hour rk-based learning based experience different rate due to enrollment. The lill. NWLTC persists a state and this recomplete and are of these factors whove.	Health Index. dent e since the daytime itially with the nose who need be offered in ompleting as quent part-time ies will be rs, but NWLTC g that takes es on the job. to students he current stence and esults in the employed
PROGRAM ACCRI	EDITATION:				

PROGRAM ACCREDITATION	:	
Is Program Accreditation,	⊠ Yes	□ No
Licensure or Certification Required?	If YES, please provid accreditation/licensu	de projected re/certification date: 2014 / 2019
Type/Name of Program Accreditation, Licensure or Certification Required:	Department of Healt Occupational Ed	h and Hospitals & Council on ucation

## 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)

## See Attached Proposed Curriculum

Subject Course Code Number Course			Contact Hours	
--------------------------------------	--	--	------------------	--

## BENEFITS TO THE SYSTEM

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NWLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NWLTC on-ramps from the different student populations ensures NWLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

3/23/18

Date

1st Semester  8Wk LEAD 1003 Career & Student Success (H)  WKSF 1003 Industrial Workplace Safety (H)  8Wk HCVO 1013 Orientation to the Construction Trade HCVO 1023 Introduction to Earth Moving	,		
8WK         LEAD         1003           WKSF         1003           8WK         HCVO         1013         C           HCVO         1023         C	,		
LEAD         1003           WKSF         1003           HCVO         1013         C           HCVO         1023         C	,		
WKSF 1003 HCVO 1013 C	7	2 90	
HCVO 1013 C	2	6	New Course: Embedded IBC's: NCCER Core, Osha 10, Tanne Cafe
HCVO 1013 C			200
1023	3 2 2	06	
	4 2 4	150	
1st Semester Totals IBC CTC - Heavy Equipment Operations - Level I	13 8 10	420	NCCER Safet Core, OSHA 10, NCCER Level 1, TappeSafe
8Wk HCVO 1133 Construction Technology & Equipment	4 2 4	150	
1143	2		
			SCH: 21, LEC 12, LAB 18, clock hrs 720 - IBC: NCCER
CTS - Heavy Equipment Operations - Level II			Level II
	ŀ		
8Wk CTDP 1053 Commercial Vehicle Operations & Regulations	3 3 1	75	
1001			×
2nd Semester Total	15 8 14	540	

# Northwest Louisiana Technical College

# Heavy Construction Vehicle Operator

Program Description & Curriculum

New CTC: Heavy Equipment Op-

Added

erations - Level I (49.0202) 4

Stars-13SCH - clock hours 420

The purpose of the Heavy Construction Vehicle Operator (HCVO) program is to prepare individuals for employment as professional operation of diesel powered heavy equipment and tractor trailer rigs, identification of common equipment/vehide components, heavy equipment operators and tractor-trailer drivers. The HCVO program is a short-term training course designed to prepare students to enter the heavy construction industry. Program content includes instruction in general construction site safety, defensive driving skills, actual driving on rural, urban and interstate highways, cargo handling, tractor trailer backing and naneuvering, documentation and verification of loads and grades and equipment/vehicle inspections and logging,

Degrees/Certificates

Certificate of Technical Studies (CTS) Technical Competering Area (TCA)

 New CTS: - Heavy Equipment Operations - Level II (49.0202) 4

Stars-21SCH - 720 clock hours

CIP 490202

 CTS: Heavy Construction Vehicle Operator (49.0202) 4 Stars-revised to 28SCH - 960 clock hours

Deleted Courses

**NWLTC Numbering Convention for** signed and renumbered using the All courses were removed, redestudent friendly programs with **Numbering Convention details** courses clearly sequenced attached.

twoilable degrees and certificates may vary at each campus. Check with your local campus for more information

	Heavy Construction Vehicle Operator CURRICULUM			
Course #	Course Tible	lecture /Lab Hours	Credit Hours	Clock
HCVO 1000	Introduction to Construction	1/1	7	45
HCVO 1010	Construction Safety	1/2	3	75
HCVO 1011	Forklifts (Certification)	0/1	1	45
JOBS 2450	Job Seeking Skills	2/0	2	30
	TGA - Neessacro see	Mission	- 8 -	501
CTDP 1110	Introduction to Commercial Vehicle Operation	3/0	3	45
CTDP 1120	Federal Motor Carrier Safety Regulations	2/0	2	30
HCVO 1140	Construction Vehicle Inspection and Basic Skills	0/2	7	06
CTDP 1211	Commercial Vehicle Operations I	0/2	2	115
HCVO 1212	Construction Vehicle Operations	0/3	3	160
A STATE STATE SALES AND SECOND	TCA — Construction Vehicre Operator	80	- 77	-010
HCVO 1110	Heavy Equipment Orientation and Safety	0/1	1	45
HCVO 1111	Basic Operational Techniques	0/1	1	45
HCVO 1120	Grades Part 1	0/1	1	45
HCVO 1121	Grades Part 2	0/2	2	75
HCVO 1130	Introduction to Earth Moving	1/1	2	75
HCVO 1131	Dump Truck	0/1	1	45
HCVO 1200	Tractors	0/1	1	9
HCVO 1210	Rollers	0/1	1	9
HCVO 1220	Scrapers	0/1	1	9
HCVO 1230	Loaders	0/1	1	9

Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief Academic Officer for course options and approval process. Special Projects |

related clock hours based on NWLTC SCH-Contact Hour Conversions Chart All courses changed credits and

Terminated:

TCA: NCCER Core Certifications

TCA: Construction Vehicle Operator

TCA: Heavy Equipment Operator

Revised: CTS: Heavy Equipment Vehicle Operator (revised)

HCVO 2991

28 SCH - 960 clock hours



## LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

Program Nar		☑ Curricu		fication echnology		Curricului	m Adoption
AWARD LEV							
		2700 5					
	Regents and Lo						
	of Science (A.		5.)				
	of Arts (A.A.)	3.)		For LCTCS F	Review.		
	ociate Degree			⊠ Technical		TD)	
Name:				⊠ Career ar			te (C T C)
☐ Certificate	of Applied Scie	ence (C A		⊠ Certificate			
	of General Stu						(0.1.0.)
	o o no an o tu	uics (0.0.	3.)				
Name: (New) I	Electrical Race	way – Con	duit Techr	nician			
CIP: 47.0303	Credit Hours: 13	Contact 390		1	vel: New C	TC	
Name: Pneum	atic and Hydrau	Ilic Technic	cian (Forn	nerly Pneum	atic / Hydr	aulio Anne	
	Credit	Contact		T TICUIT	auc / Hyura	aulic Appre	entice)
	Cledii		TODIS				
	Hours: 25	750		Award Lev	el: CTS		
CIP: 47.0303		750		Award Lev	/el: CTS		
CIP: 47.0303 Name: (New) N	Hours: 25	750 elper					
CIP: 47.0303 Name: (New) N	Hours: 25	750		Award Lev			
CIP: 47.0303 Name: (New) N	Hours: 25  Maintenance He	750 elper Contact I 960	Hours:				
CIP: 47.0303  Name: (New) N  CIP: 47.0303  Name: Industria	Hours: 25  Maintenance He  Credit Hours: 31	750 elper Contact I 960	Hours:		rel: CTS		
CIP: 47.0303  Name: (New) N  CIP: 47.0303  Name: Industria	Hours: 25  Maintenance He  Credit Hours: 31  Al Maintenance  Credit Hours: 45	750 elper Contact I 960 Technolog Contact I 1500	Hours:	Award Lev	rel: CTS		
CIP: 47.0303  Name: (New) N  CIP: 47.0303  Iame: Industria	Hours: 25  Maintenance He  Credit Hours: 31  al Maintenance  Credit	750 elper Contact I 960 Technolog Contact I 1500	Hours:	Award Lev	rel: CTS	Course Number	Credits Awarded

NCCER Safety Core	NCCER	Industrial Workplace Safety	WKSF	1003	3
OSHA 10	OSHA	Industrial Workplace Safety	WKSF	1003	3
TappeSafe	TappeSafe	Industrial Workplace Safety	WKSF	1003	3

## 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.

## **Program Revisions:**

- New CTC: Electrical Raceway Conduit Technician (47.0303) 5 Stars
   SCH clock hours 390 (IBC NCCER Safety Core, Osha 10, TappeSafe)
- CTS: Pneumatic / Hydraulic Apprentice renamed to Hydraulic and Pneumatic Technician (47.0303) 5 Star Revised to 25 SCH – 750 clock hours
- 3. New CTS: Maintenance Helper (47.0303) 5 Star 31 SCH 960 clock hours
- TD: Industrial Maintenance Technology (15.0613) 5 Star revised to 45 SCH – 1500 clock hours

## **Program Terminations**

- 1. TCA Welder Helper
- 2. TCA Fabrication Apprentice
- 3. TCA Electrical Helper
- 4. TCA Pneumatic Helper
- 5. TCA Hydraulic Helper
- 6. TCA Millwright Helper
- 7. CTS Millwright Apprentice

NWLTC faculty and staff are reviewing all programs. NWLTC is requesting to revise the existing Industrial Maintenance Technology program to tightly focus the program and student learning outcomes. This will include the elimination of multiple TCA's and a CTS. In addition, the semester credit hours and clock hours for the remaining awards were revised including 1 CTS and 1 Technical Diploma. Two (2) new CTS's were added.

Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

Proposed Curriculum Revisions: See Attached Curriculum Revisions

COURSE NAME	Lectur		Labora	tory V	Work-Ba	sed	Course T	otals
COURSE NAIVIE	Clock	Credit	Clock	Credit	Clock	Credit	Clock	Credi
	_							
						-		
								-
						+ -		-
						+		-
OTAL ALL								
COLUMNS								

Note: The requirements for and numbering of the General Education courses will be determined by the individual institutions in accordance with Master Course Articulation Matrix.

IMPLEMENTATION DATE (Semester and Year)	Fall 2018	

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

This program is difficult for faculty to implement and for students to navigate with excessive course choices and awards that have limited regional market value and represent limited employment exit points within the Northwest Louisiana region. In the past, numerous TCA's were added to demonstrate completion. The courses have been changed over time without utilizing a consistent lecture / Lab combination matrix for course offerings and scheduling consistency.

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

This proposal is based on input from multiple sources including feedback from Business and Industry partners, the Occupational Advisory Committee, the Northwest Louisiana Economic Partnership, the Webster Parish Economic and Education Collaborative, and the Louisiana Workforce Commission. The practices

of sequencing courses over shorter 8 and 4 week terms within a semester, providing hybrid coursework, evening, weekend and block schedules have all been shown to be effective strategies to increase student success (time to completion, persistence and completion) as demonstrated by the research of Achieving the Dream and Complete College America. Fully developing pathways with on-ramps from Jumpstart (dual enrollment and articulation), Workforce (noncredit short term training and PLA), Work Ready U (adult basic education), and special populations (Veterans) provide added support for students and facilitate greater student success. Regional and Statewide labor market information demonstrates a continued need for the program emphasizing patient care in the Nursing field. LOUISIANA WORKFORCE COMMISSION STAR LEVEL (http://www.laworks.net/Stars/) ✓ 5 Stars 4 Stars ☐ 3 Stars 2 Stars 1 Star SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION Main Campus ☐ All Campuses Sites (list below) ☐ Distance Education Site 1: Minden Campus - Minden, LA Site 2: Shreveport Campus - Shreveport, LA QUALIFIED FACULTY (Check all that apply) ☐ Use Existing Faculty ☐ Hire Adjunct Faculty ☐ Hire Full-Time Faculty #: 1 full-time, 0 part-time) #: #: 1 MINIMUM CREDENTIALS REQUIRED FOR FACULTY Education: Experience: Certification:

### Education:

Associates Degree minimum or equivalent college coursework **Experience**: Documented work experience directly related to the course(s) being taught

Minimum of four years of related experience

Certification: Professional, nationally recognized, achievement-based certification OR

Licensure in the course(s) being taught

## FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Industrial Technology

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

ANTICIPATED	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	<u>35</u>	40	50	60	72
<b>EVENING</b>	12	15	20	24	30

DISTANCE EDUCATION						
Describe Process for Attaining & Estimating Enrollment:	Grow enrol laund numb worki eveni seque quick enroll web-e ability simula actua comp result 25% F	enrollment is based on a program as indicated with is expected to occur lment. Daytime is expected of the evening offeringer. We expect to increase a population the collest of the evening of the evening of the evening of the expect to increase and the enroll in the contact has a population the contact has a population the contact has a population to the enroll in the enroll in the enrollment of part time enrollment all to Fall. NWLTC per ext in the state and this interpretation of part time enrollment in the state and this interpretation.	on the most in daytime a cted to grow ags may slight ase the overage has not be. The evening but will not hour requiremental begin in the ategies will be, but NWLTOng that takes es on the joi due to stude in The current sistence and	recent France recent France et a slow at a slo	Program Honing studer wer rate sinish the da ment initia ving – thoses will be odents completed to improve the lab aring enrollment in is approximate and appr	ealth Indent nce the nytime lly with the who ne offered in pleting as ent part-ti ybrid and ve studer of the nd during ent will and as a imately
	years.	nts complete and are e All of these factors we a above.	mploved mo	etly on ti	constantly	recruit a
PROGRAM ACCRE	years	All of these factors we above.	mploved mo	etly on ti	constantly	recruit a
s Program Accred	years, shown	All of these factors we above.	re included i	etly on ti	constantly	recruit a
PROGRAM ACCRE s Program Accred icensure or Certif Required?	years, shown	All of these factors we above.  Yes  If YES, please provide	re included i	stly on-ti n the est	constantly me in less timates for	recruit a than 2 enrollme
s Program Accred Licensure or Certif	years, shown	All of these factors we above.	re included i	stly on-ti n the est	constantly me in less timates for	recruit a than 2 enrollme
s Program Accred licensure or Certif Required? Type/Name of Program Accreditation, Lice Certification Requirements ROGRAM CURRIC Use the template below	years, shown  DITATION  itation, ication  ram nsure or red:  ULUM v or insert so hanges appril	All of these factors we above.  Yes  If YES, please provid accreditation/licensure accreditation/licen	re included i	No No date: 2	constantly me in less timates for	recruit a than 2 enrollme

## BENEFITS TO THE SYSTEM

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NWLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NWLTC on-ramps from the different student populations ensures NWLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

<u>Date</u>

3/23/18 Date

Semester		Rubric	No.	Course Title (H = Hybrid course)	SCH	1.			
ist Semester					SCH	L	C Lat	Contact Hour	Comments
or bettiestel		_	1			-	_		
	8Wk	LEAD	1003			T	T	I	
	10111	LEAU	1003	Work Readiness (H)	3	2	2	90	
		WKSF	1003	Industrial Market Control					New Course: Embedded IBC's: NCCER Core, Os
		IMMT	1311	Industrial Workplace Safety (H) Pipefitting	3	2		90	10, Tappe Safe
				ripenting	2	2	1	60	
	8Wk	IMMT	1410	Basic Electricity	1	1 2	To		
		IMMT	1411	Basic Electricity Lab	3	2		30 90	
		IMMT	1120	Blueprint Reading	1	2		30	
	- 1	1					10	30	
1st Semester Totals		IBC		CTC: Electrical Raceway - Conduit Technician	13	12	7		
nd Semester				, contracting	13	12	7	390	
id Semester									
	8Wk	IMMT	1220	Pneumatics	3	1 2	2	90	IDC Mary Law III
		IMMT	1221	Pneumatics Application	3	2	2	90	IBC: Material Handling + Forklift Training
	8Wk	IMMT	1230					30	
	1	IMMT	1241	Hydraulics	3	2	2	90	
			1441	Hydraulics Troubleshooting Projects	3	2	2	90	
			_			_			
2nd Semester Total					12	1.			
					12	8	8	360	
Award (2 Semesters)		IBC		CTS: Hydraulic and Pneumatic Technician	T	T.,			
				The state of the s	25	20	15	750	25 SCH LEC 20 / LAB 15 Clock hours 750
rd Semester									
	8Wk	IMMT	1111	Maintenance Welding 1	3	1	3	105	
	1 1	IMMT	1112	Maintenance Welding II	3	1	3	105	
Award (2.5 semesters)				CTS: Maintenance Helper		+	-		
				To maintenance neight		1_			31 SCH LEC 22 / LAB 21 Clock hours 960
	8Wk	IMMT	1430	Motor Controls	3	1	3		
		IMMT	1320	Millwright I	1 4	1	5	105	
						1.	-	103	
3rd Semester Totals	_								
					13	4	14	480	
							10		
Semester									
	8Wk	IMMT	1330	Millwright II			- 1		
		IMMT	1440	Programmable Logic Controllers	4	1	5	165	
					1 3	11	3	105	
	8Wk							-	
	SWK -	$\rightarrow$	_				T		
	T								
4th Semester Totals					7	2	8	270	
4th Semester Totals	_								
4th Semester Totals							1		
4th Semester Totals  Award (4 Semesters)				Technical Diploma - Industrial Maintenance Technology	45	П			

With approval of Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements individually or in combination:

Experiential Learning Credit Course Options

Rubric	Number	Course Title	CCH CCH	1		-
TMMI	2991	Special Project I	SCH	Lec	Lab	Contact Hrs
TMM	2993		1		1	30
		Special Project II	2	0	2	60
IMMT	2995	Special Project III	3	10	2	
IMMT	2996	Special Project IV		10	2	90
		Special Project IV	4		4	120

-		New Work-Based Learning Experience Options		I		EXT
WBLE	1003	Internship / Cooperative Education	+	-		
WBLE	1011	Work-Based Learning Experience	3	1	3	105
WBLE	1012	Work-Based Learning Experience	1	0	0	45*
WBLE	1013	Work-Based Learning Experience	2	0	0	90*
WBLE	1014	Work-Based Learning Experience	3	0	0	135*
		TOOK based Learning Experience	4	0	0	180*
WBLE	1021	Work-Based Learning Experience II		1.		
WBLE	1022	Work-Based Learning Experience II	1	0	0	45*
WBLE	1023	Work-Based Learning Experience II	2	0	0	90*
WBLE	1024	Work-Based Learning Experience II	3	0	0	135*
		trock based cearning experience ii	4	0	0	180*
WBLE	2031	Work-Based Learning Experience III	T :	T -	-	
WBLE	2032	Work-Based Learning Experience III	1	0	0	45*
WBLE	2033	Work-Based Learning Experience III	2	0	0	90*
WBLE	2034	Work-Based Learning Experience III	3	0	0	135*
		trong besed cearning experience in	4	0	0	180°
WBLE	2041	Work-Based Learning Experience III	1 .	1.	- 1	
WBLE	2042	Work-Based Learning Experience III	1	0	0	45*
WBLE	2043	Work-Based Learning Experience III	2	0	0	90*
WBLE	2044	Work-Based Learning Experience III	3	0	0	135*
		Work-Based Learning Experience III	4	0	0	180°

\*All Work-Based Learning Experiences that involve external partners, locations and work assignments with an emphais on skill building and meeting the student learning outcomes

Work-based Learning Experiences may include: Live Work, Clinicals, Internships, Cooperatives,

## Added

- New CTC: Electrical Raceway -Conduit Technician (47.0303) 5
- TappeSafe) NCCER Safety Core, Osha 10, 13 SCH - clock hours 390 (IBC -
- CTS: Pneumatic / Hydraulic Ap-SCH - 750 clock hours (47.0303) 5 Star Revised to 25 and Pneumatic Technician prentice renamed to Hydraulic
- 31 SCH 960 clock hours New CTS: Maintenance Helper (47.0303) 5 Star
- revised to 45 SCH 1500 clock nology (15.0613) 5 Star TD: Industrial Maintenance Tech-

## **Deleted Courses**

quenced—Numbering Convention deprograms with courses clearly setails attached ing Convention for student friendly renumbered using the NWLTC Number-Courses were removed, redesigned and

# Northwest Louisiana Technical College

# Industrial Maintenance Technology

## **Program Description & Curriculum**

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the industrial maintenance field. This program prepares individuals to install, repair, and maintain industrial machinery and equipment such as pumps, motors, pneumatic and hydraulic systems, and production machinery.

## Degrees/Certificates

Certificate of Technical Studies (CTS) Technical Diploma (TD)

Technical Companioncy Area (TCA)

lable degrees and certificates may vary at each compus. Check with your local compus for more information

Milwright I	And the second second	1	1.1.1	IMMT 1241 RYDraulics Troubleshooting Projects							IMMT 1220 Pneumatics	THIOPAS	1.1.1	IMMT 1411 Basic Electricity Lab	IMMT 1410 Basic Electricity	IMMT 1311 Pipefitting	William	1.1.1	IMMT 1120 Blueprint Reading	IMMT 1112 Welding II	- Welder Heffing PLUS		IMMT 1211 Material Handling	IMMT 1111 Welding I	INIMI 1110 Introduction to Industrial Maintenance Technology		[	CUR
		CTS - Pneumatic/Hydraulic Apprentice	- I have been a supplementary of	g Projects	RIGHERS								The state of the s					* * * * * * * * * * * * * * * * * * *				FEAR Wellsen Help			Maintenance Technology			CURRICULUM
3/0		rontico		EVO	0/3	3/0	L	of tol posterior	0/2	3/0	26		40	200	1/0	0/2		remice	2/0	0/2	1	Helpe	0/1	0/3	1/0	Į.	I	
w	-	29		u	w	3	1	- 60	2	w					-	2	-	I	2	2	1	1	-		-		2	
90	I	1055	1	150	120	90		190	85	90	State of the	CCT	8	8	30	8	I	1	30	115			30	15	15	I	9	

SCH-Contact Hour Conversions Chart

related clock hours based on NWLTC All courses changed credits and

- Terminated:
- Welder Helper
- Fabrication Apprentice
- Electrical Helper
- Pneumatic Helper
- Hydraulic Helper
- Millwright Helper
- Millwright Apprentice

Renamed & Revised

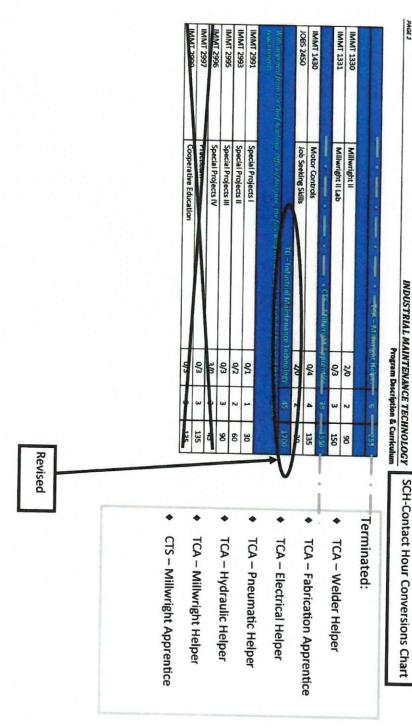
Effective August 2017

an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief \* Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize Academic Officer for course options and approval process.

Revised March 2017

**Deleted Courses** 

All courses were removed, redesigned and renumbered using the NWLTC Numbering Convention for student friendly programs with courses clearly sequenced—Numbering Convention details attached.



All courses changed credits and related clock hours based on NWLTC SCH-Contact Hour Conversions Chart



## LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

☐ New Progr	am [	Curriculu	um Modif	ication		Curriculum	Adoption
Program Nam	e: Culinar	y Arts (fo	rmerly C	ulinary Ar	ts and Occu	pations)	
AWARD LEVE	EL(S)						
For Board of R							
	of Applied Scie		5.)				
	of Science (A.S	5.)		For LCTCS	Davis		
_	of Arts (A.A.)			_		- 0 \	
	ociate Degree				al Diploma (T	,	(0.7.0)
Name:	<b>.</b>			_	and Technica		
	of Applied Scie		.,	△ Certilica	te of Technic	al Studies	(C.1.S.)
☐ Certificate	of General Stu	dies (C.G.S	5.)				
Name: Entry Le	evel Prep Cook	(					
CIP: <b>12.0503</b>	Credit Hours: 17	Contact 465	Hours:	Award I	evel: CTS		
Name: Product	ion Cook						
CIP: <b>12.0402</b>	Credit Hours: 32	Contact 930	Hours:	Award L	evel: CTS		
Name: Culinary	Arts (Formerl	y Culinary A	Arts and	Occupation	ns)		
CIP: 12.0503	Credit Hours: 45	Contact 1350	Hours:	Award L	evel: TD		
Name: AAS in	Culinary Arts (F	ormerly C	ulinary A	rts and Oc	cupations)		
CIP: 12.0503	Credit Hours: 60	Contact I	Hours:	Award L	evel: AAS		
C/							

## 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.

## **Program Revisions:**

- New CTS: Entry Level Prep Cook (12..0503) 4 Stars 17 SCH – clock hours 465
- CTS: Production Cook (12.0503) 4 Star Revised to 32 SCH – 930 clock hours
- 3. TD: Culinary Arts and Occupations (12.0503) 4 Stars Renamed TD in Culinary Arts revised to 45 SCH 1350 clock hours
- AAS in Culinary Arts and Occupations (12.0503) 4 Stars renamed to AAS in Culinary Arts
   SCH – 1575 clock hours

## **Program Terminations**

1. TCA - Entry Level Prep Cook III

NWLTC faculty and staff are reviewing all programs. NWLTC is requesting to revise the existing CTS in Production Cook, add a new CTS in Entry Level Prep Cook, revise and rename the Technical Diploma and AAS including semester credit hours and contact hours. The single TCA is being eliminated.

Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

Proposed Curriculum Revisions: See Attached Curriculum Revisions

	Lectur		Labora		Work-Ba	sed	Course '	Γotals
COURSE NAME	Clock	Credit	Clock	Credit	Clock	Credit	Clock	Credit
				<del>                                     </del>				

LOUISIANA WORKFORCE COMMISSION STA	R LEVEL (http://www.laworks.net/Stars/)
☐ 5 Stars ☐ 3 Stars	s 2 Stars 1 Star
TOTAL ALL COLUMNS	
Note: The requirements for and numbering o determined by the individual institutions in Articulation Matrix.	f the General Education courses will be accordance with Master Course
IMPLEMENTATION DATE (Semester and Year)	) Fall 2018
HISTORY OF PRIOR ACTIONS Provide an overview of changes to this progra	am.
This program is difficult for faculty to impleme excessive course choices and awards that represent limited employment exit points the past, numerous TCA's were added to have been changed over time without utilic combination matrix for course offerings are	at have limited regional market value and within the Northwest Louisiana region. In demonstrate completion. The courses izing a consistent lecture / Lab
JUSTIFICATION FOR THE PROPOSED CHANG Include support such as four-year university a board information, etc.	
This proposal is based on input from multiple Business and Industry partners, the Occu Northwest Louisiana Economic Partnersh Education Collaborative, and the Louisian of sequencing courses over shorter 8 and providing hybrid coursework, evening, we been shown to be effective strategies to in completion, persistence and completion) a Achieving the Dream and Complete Colle with on-ramps from Jumpstart (dual enroll credit short term training and PLA), Work special populations (Veterans) provide ad greater student success. Regional and Science and continued need for the production of	pational Advisory Committee, the lip, the Webster Parish Economic and la Workforce Commission. The practices I 4 week terms within a semester, lekend and block schedules have all lecrease student success (time to las demonstrated by the research of lige America. Fully developing pathways liment and articulation), Workforce (non- Ready U (adult basic education), and lided support for students and facilitate ltatewide labor market information

☐ Main Campus	⊠ All Car	mpuses	⊠ Sites (list below	)	☐ Distance Education
Site 1: Shreveport C	ampus - S	hreveport, L	Α		
QUALIFIED FACUL	TY (Check	all that app	ly)		
Use Existing Faculty #: 1 full-time, 0 part-time)		☐ Hire Adjunct Faculty #:		☐ Hire Full-Time Faculty #:	
MINIMUM CREDEN	TIALS REG	QUIRED FO	R FACULTY		
Education:		Experience	e:	Certific	ation:
Associat Degree minimum equivale college coursew	n or nt	work exper related to t taught Minimu	e: Documented rience directly he course(s) being um of four years ted experience	nat ach cer Licensi	cation: Professional, ionally recognized, nievement-based tification OR ure in the course(s) ng taught

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Business & Hospitality

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	<u>21</u>	30	33	45	60
EVENING			<u>15</u>	20	25

Describe Process for Attaining & Estimating Enrollment:

The enrollment is based on estimates founded in the previous history of the program as indicated on the most recent Program Health Index. Growth is expected to occur in daytime and evening student enrollment. Daytime is expected to grow at a slower rate since the launch of the evening offerings may slightly diminish the daytime number. We expect to increase the overall enrollment initially with the working population the college has not been serving - those who need evening or weekend courses. The evening classes will be offered in sequenced block schedules but will not have students completing as quickly due to the contact hour requirements and subsequent part-time enrollment. Evening track will begin in the 2<sup>nd</sup> or 3<sup>rd</sup> year. Hybrid and web-enhanced curricular strategies will be utilized to improve students' ability to enroll in more hours, but NWLTC curriculum strength is the simulated work-based learning that takes place in the lab and during actual work-based experiences on the job. Evening enrollment will compound at a different rate due to students staying longer and as a result of part time enrollment. The current attrition is approximately 25% Fall to Fall. NWLTC persistence and completion are among the highest in the state and this results in the need to constantly recruit as students complete and are employed mostly on-time in less than 2 years. All of these factors were included in the estimates for enrollment shown above

## PROGRAM ACCREDITATION:

Is Program Accreditation,		⊠ Yes		No			
Licensure or Certification Required?		If YES, please provide projected accreditation/licensure/certification date: 2014 / 2019					
Accredit	me of Progr ation, Licen tion Require	sure or					
(Use the to NEW curri deleted an	AM CURRICU emplate below iculum with cha id/or changed)	or insert s anges appr	eparate attachment; all m ropriately noted so that it is	odifications s s visually cle	hould incl ar what ha	ude the OLI	O and ed,
Subject Code	Course Number		Course Title	Lecture	Lab	Contact	Credit Hours
							Hours
BENEFIT	S TO THE S	YSTEM					

		Control of the Contro
	The second second second second second	
The second secon		

#### BENEFITS TO THE SYSTEM

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NVLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NVLTC on-ramps from the different student populations ensures NVLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

0/00/40

3/23/18

Date

NWLTC Culinary Arts Program Proposed Program Curriculum Revision Effective 2018-2019

	$\top$	T				_	_		
			1 1						
Semester			.						
- Contract		Rubric	No.	Course Title (H = Hybrid course)	SCH	Lec	Lat	Contact Hou	or Comments
Lst Semester	1								
							_		
	8Wk	LEAD	1003	Work Readiness (H)	3	2	2	90	
		CPTR	1002	Computer Literacy and Applications (H)	3		2	90	
		COLN	1130	Sanitation and Safety	3	3	1	75	IBC: ServSafe
	8Wk	CULN	1140	Introduction to Culinary Skills	1.			-	
		CULN	1110	Culinary Math		3		75 75	
		CULN	1170	Essentials of Dining Service		2		60	
1st Semester Totals	+	IBC							1
		- 100		New Award: CTS - Entry Level Prep Cook	17	15	8	465	Eliminated TCA, Added new CTS - Entry Level Prep Cook
nd Semester							_		
	8Wk	CULN	1160	Orientation to Culinary Hospitality Industry	3	3	1	75	
		CULN	1220	Nutrition	3		1	75	
		CULN	1240	Culinary Production for Dining Facilities	3	1	3	105	
	8Wk	CULN	1243	College Park at the College Park					
		CULN	1321	Culinary Production for Dining Facilities II  Ala Carte	3		3	105	
				Pro Corte	3	1	3	105	
2nd Semester Total									· · · · · · · · · · · · · · · · · · ·
ZING Semester (otal	_				15	9	11	465	
	_								
	1								
	- 1		- 1		1 1				1) Created new CTS: Entry-level Prep Cook 2) Revised courses in existing CTS
Annual Date	1				- 1 1				Production Cook 3) Revised course SCH, lec/lab contact combinations, 4) Adde Options of Work-based Learning Experiences 5) Eliminated TCA 6) Added new
Award (2 Semesters)				CTS: Production Cook	32	24	19	930	courses
rd Semester									
	8Wk	CULN	2310	Introduction to Baking and Pastry	1.1	- 1	-		
		CULN	2430	Food and Beverage Operations	3		2	150 90	
					121		-	- 50	
	swk	CULN	2410						
	0000	CULN	2420	Regional Cuisine International Cuisine			2	90	
				miternational Cuisine	3	2	2	90	Capstone Class
3rd Semester Totals					13	8	10	420	
									<u> </u>
					$\Box$	Т	П		1) Renamed Technical Diploma 2) Revised course SCH, lec/lab contact
Award (3 Semesters)					- 1 1	- 1	- 1		combinations, 3) Added Options of Work-based Learning Experiences 4)
				Technical Diploma - Culinery Arts	45	32	29	1350	Rename the AAS
th Semester									
	8Wk	ENGL	1015	English Composition I	1.1	- 1	-		
		MATH	1015	College Algebra (or other approved college-level math)	3	3	0	45	
	l	PSYC	2010	Introduction to Psychology (or other approved Social Science course)	3		0	45	*See advisor for options
	8Wk	PHSC	1015						
	1000	SPCH	1015	Physical Science	3			45	
				Introduction to Public Speaking	3	3	0	45	
4th Semester Totals		197			15	15	0 1	225	
	_				1		- 1	***	
						T	T		
Award (4 semesters)				AAS - Culinary Arts	50	47	29	1575	Ranamed AAS in Culinary Arts and Occupations to AAS in Culinary Arts
					1-5			23/3	And an Culinary Arts and Occupations to AAS in Culinary Arts

With approval of Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements individually or in combination:

Experiential Learning Credit Course Options

-		experience ceaning creat course options				
Rubric	Number	Course Title	SCH	Lec	Lab	Contact Hr
CULN	2991	Special Project I	1	0	1	30
CULN	2993	Special Project II	2	0	2	60
CULN	2995	Special Project III	3	0	3	90
					-	
		New Work-Based Learning Experience Options		_		EXT
WBLE	1003	Internship / Cooperative Education	3	1	3	105
WBLE	1011	Work-Based Learning Experience	1	0	0	45*
WBLE	1012	Work-Based Learning Experience	2	0	0	90*
WBLE	1013	Work-Based Learning Experience	3	0	0	135*
WBLE	1014	Work-Based Learning Experience	4	0	0	180*
WBLE	1021	Work-Based Learning Experience II	1	0	0	45*
WBLE	1022	Work-Based Learning Experience II	2	0	0	90*
WBLE	1023	Work-Based Learning Experience II	3	0	0	135*
WBLE	1024	Work-Based Learning Experience II	4	0	0	180*
WBLE	2031	Work-Based Learning Experience III	1	-1	- 1	
WBLE	2032	Work-Based Learning Experience III	2	0	0	45*
WBLE	2033	Work-Based Learning Experience III	3	-	0	90*
WBLE	2034	Work-Based Learning Experience III	3	0	0	135°
					V	100-
WBLE	2041	Work-Based Learning Experience III	1	0	oT	45*
WBLE	2042	Work-Based Learning Experience III	2	0	0	90*
WBLE	2043	Work-Based Learning Experience III	3	0	0	135*
WBLE	2044	Work-Based Learning Experience III	14	0	0	180*

\*All Work-Based Learning Experiences that involve external partners, locations and work assignments with an emphasis on skill building and meeting the student learning outcomes of the course must meet the standard of a minimum 45 contact or clock hours = 1 Semester Credit Hour

### CULN PG 1

## **Proposed Curriculum Revisions**

- New CTS: Entry Level Prep Cook (12.0503) 4 Stars—17 SCH clock hours 465
- CTS: Production Cook (12.0503) 4 Star Revised to 32 SCH - 930 clock hours
- named TD in Culinary Arts re-TD: Culinary Arts and Occupavised to 45 SCH - 1350 clock tions (12.0503) 4 Stars - Rehours
- AAS in Culinary Arts and Occupanamed to AAS in Culinary Arts tions (12.0503) 4 Stars - re-60 SCH - 1575 clock hours

# Northwest Louisiana Technical College

Culinary Arts and Occupations

Program Description & Curriculum

This program prepares students to work in service, production, fast foods, and baking areas of the food service industry. Program context includes American Cultinary Federation information and guidelines for approved Chef training and accreditation. (CPL 2008)

SCH-Contact Hour Conversions Chart related clock hours based on NWLTC All courses changed credits and

Degrees/Certificates Associate of Applied Science (AAS)

Technical Diploma (TD)

Certificate of Technical Studies (CTS)

Avoilable degrees and certificates may vary at each compus. Check with your local compus for mare information

TCA - Entry Level Prep Cook

Terminated:

	CORRICULUM			
Course #	Course Title	Lecture/ Lab Hours	Credit	Clock
ORNT 1000	Freshman Seminar	1/0	-	15
CULN 1110	Culinary Math	2/1	3	73
CULN 1170	Essentials of Dining Room Service	1/1	2	8
CULN 1130	Sanitation & Safety	1/1	8	8
CULN 1140	Introduction to Culinary Skills	7/1	3	2
Charles of the Control of the Control	TCA TENTS Lobel Prop	ъ	İ	ļ
CULN 1160	on to Culinary Hospitality Industry		8	27
CULN 1220	Nutrition	2/1	3	75
CULN 1240	Culinary Production for Dining Facilities	2/2	1	255
CPTR 1002	Computer Literacy and Applications	3/0	3	45
	CTS – Production Cook   TCA: Plus Production	8	7.8	750
CULN 2310	Introduction to Baking and Pastry	2/3	S	165
CULN 1321	A La Carte	0/3	3	135
CULN 2430	Food & Beamage operations	17.2	-	1
Company of the Compan	CTS - Entry Level Une Cook (TCA: Plus Entry Level Line Cook)	of Line Cook)	23	705
CULN 2410	Regional Custre	cto	H	F
CULN 2420	International Quisine	0/2	2	06
JOBS 2450	Job Seeking Skills	2/0	2	30
を ことは、	TD - Culinary Arts and Occupation	Decupations	45	1365
Unanyemble Georgia Ede	taffor) Cobracs Unpelved for AAS			
ENGI. 1015	English Composition I	3/0	3	45
MATH 1015	College Algebra	3/0	3	45
PSYC 2010	Introduction to Psychology	3/0	3	45
PHSC 1015	Physical Science	3/0	3	45
SPCH 1015	Introduction to Public Spasting		-	45
And in case of the last of the	AAS - Culmary Arts and Occupation	Occupations	09	1590
Syllocal De Trays				1
CSKV TODO	Customer Service	3/0	1	H
CSRV 2000	Customer Segue -	3/0	3	V
-CALID-60000	Foundations of Entrepreneurship	370	I	ď
CULN 2991	Special Projects I	0/1	-	30
CULN 2993	Special Projects II	2/0	2	09
CULN 2995	Special Projects III	6/0	3	8
CUIN 2996	Coacial Deplace IV			

\* Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief Academic Officer for course options and approval process.

Revised March 2014

Courses were removed, redesigned

**Deleted Courses** 

Numbering Convention for student and renumbered using the NWLTC

clearly sequenced—Numbering friendly programs with courses

Convention details attached.

Renamed and revised

# **Proposed Curriculum Revisions**



**Deleted Courses** 

All courses were removed, redesigned and renumbered using the NWLTC Numbering Convention for student friendly programs with courses clearly sequenced—Numbering Convention details attached.



#### LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

TYPE OF PRO	POSED CHAN	NGE		
☐ New Progra	am 🛭	Curriculum Mod	lification	☐ Curriculum Adoption
Program Nam Industrial Ins	e: Industri trumentation	ial Instrumentation	on and Elect	rical Technology (formerly
AWARD LEVE	EL(S)			
For Board of R	Regents and LC	TCS Review:		
Associate of	of Applied Scien	nce (A.A.S.)		
☐ Associate of	of Science (A.S	5.)		
☐ Associate of	of Arts (A.A.)		For LCTCS	Review:
Other Asso	ciate Degree		□ Technica	al Diploma (T.D.)
Name:			□ Career a	nd Technical Certificate (C.T.C)
☐ Certificate	of Applied Scie	nce (C.A.S.)	□ Certificat	te of Technical Studies (C.T.S.)
☐ Certificate	of General Stud	dies (C.G.S.)		
Name: Industria	al Helper			
CIP: 15.0404	Credit Hours: 12	Contact Hours: 390	Award L	evel: New CTC
Name: Installat	ion Technician	- Level I		
CIP: 15.0404	Credit Hours: 18	Contact Hours: 615	Award L	evel: New CTS
Name: Installat	ion Technician	- Level II		
CIP: 15.0404	Credit Hours: 24	Contact Hours: 795	Award Lo	evel: New CTS
Name: Installat	ion Technician	- Level III		
CIP: 15.0404	Credit Hours: 36	Contact Hours: 1215	Award Le	evel: New CTS
Name: Industri Technician)	al Instrumentat	ion and Electrical	Technician (	formerly Industrial Instrumentation

CIP: 15.0404	Credit Hours: 45	Contact Hours: 1500	Award Level: TD
Name: Industri Instrumentation	al Instrumenta n Technology)	tion and Electrical To	echnology (formerly Industrial
CIP: 15.0404	Credit Hours: 60	Contact Hours: 1725	Award: AAS

WKSF WKSF WKSF IMFG IIET	Number 1003 1003 1003 1263 1232	Awarded 3 3 3 2
WKSF WKSF IMFG	1003 1263	3
WKSF	1003 1263	3
WKSF	1003 1263	3
IMFG	1263	3
IMFG		3
IIET	1232	2
1		
III	10.50	
HET	1253	3
HET	2034	4
	2034	7
HET	2063	3
1 1		
	HET	IIET 2063

#### 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.

#### **Program Revisions:**

- 1. New CTC: Industrial Helper (15.0404) 5 Stars 12 SCH clock hours 390
- New CTS: Installation Technician Level I (15.0404) 5 Star 18 SCH - clock hours 615
- 3. New CTS: Installation Technician Level II (15.0404) **5 Star** 24 SCH clock hours 795
- 4. New CTS: Installation Technician Level III (15.0404) 5 Star 36 SCH clock hours 1215
- TD: Industrial Instrumentation Technician (15.0404) 5 Star renamed to Industrial Instrumentation and Electrical Technician and Revise 45 SCH – 1500
- Rename AAS in Industrial Instrumentation Technology to AAS in Industrial Instrumentation and Electrical Technology and revise 60 SCH – 1725 (15.0404) 5 Star

#### **Program Terminations**

- 1. TCA Electrician Helper
- 2. TCA Electronic Repair
- 3. CTS E/I Helper

NWLTC faculty and staff are reviewing all programs. With this change comes the removal of several 2 TCAs, addition of 1 new CTC, 3 new CTS's and the renaming of both the TD and AAS. Currently the program is difficult for faculty to implement and for students to navigate due to the excessive course choices and awards that have limited regional market value with limited employment exit points within the Northwest Louisiana region.

Proposed Curriculum Revisions: See Attached Curriculum Revisions

COUNCE MARCE	Lectur		Labora	tory V	Work-Ba	sed	Course '	Γotals
COURSE NAME	Clock	Credit	Clock	Credit	Clock	Credit	Clock	Credit
	_							
								+
						+		+
TOTAL ALL								
COLUMNS								

Note: The requirements for and numbering of the determined by the individual institutions in a Articulation Matrix.	ne General Education courses will be ccordance with Master Course
IMPLEMENTATION DATE (Semester and Year)	Fall 2018
HISTORY OF PRIOR ACTIONS Provide an overview of changes to this program.	
This program is difficult for faculty to implement excessive course choices and awards that he represent limited employment exit points with the past, numerous TCA's were added to de have been changed over time without utilizing combination matrix for course offerings and	ave limited regional market value and nin the Northwest Louisiana region. In monstrate completion. The courses a consistent lecture / Lab
JUSTIFICATION FOR THE PROPOSED CHANGE Include support such as four-year university agree board information, etc.	eements, industry demand, advisory
This proposal is based on input from multiple so Business and Industry partners, the Occupat Northwest Louisiana Economic Partnership, Education Collaborative, and the Louisiana V of sequencing courses over shorter 8 and 4 providing hybrid coursework, evening, weeke been shown to be effective strategies to increcompletion, persistence and completion) as a Achieving the Dream and Complete College with on-ramps from Jumpstart (dual enrollme credit short term training and PLA), Work Respecial populations (Veterans) provide added greater student success. Regional and State demonstrates a continued need for the progring Nursing field.	ional Advisory Committee, the the Webster Parish Economic and Vorkforce Commission. The practices week terms within a semester, and and block schedules have all ease student success (time to demonstrated by the research of America. Fully developing pathways nt and articulation), Workforce (non-ady U (adult basic education), and is support for students and facilitate ewide labor market information
LOUISIANA WORKFORCE COMMISSION STAR LE	EVEL (http://www.laworks.net/Stars/)
☑ 5 Stars ☐ 4 Stars ☐ 3 Stars	2 Stars 1 Star

SITE(S) OF NEW PE	ROGRAM	OR CURRIC	CULUM MODIFICA	TION		
⊠ Main Campus	All Ca	mpuses	⊠ Sites (list below	(list below) Distance Education		
Site 1: Minden Camp Site 2: Mansfield Ca						
		anonola, Er				
QUALIFIED FACULT	TY (Check	all that appl	y)			
Use Existing Facture: 5 full-time, 0 p.		☐ Hire Adj	unct Faculty	☐ Hire	Full-Time Faculty	
MINIMUM CREDENT	TIALS RE	QUIRED FOI	R FACULTY			
Education:		Experience		Certification:		
Associate Degree minimum equivaler college coursewo	or nt	work experi related to th taught Minimu	e: Documented ence directly ne course(s) being m of four years ed experience	nation na	ation: Professional, onally recognized, ievement-based ification OR re in the course(s) ag taught	

#### FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Industrial Technology

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.

The affects expected as a result of these changes include increased enrollment, greater persistence and completion. The use of shorter terms within a semester will increase flexibility for student entry and exit. Serving more students who stay longer will require long term planning and forecasting for the most efficient use of faculty and facilities. As growth is experienced and program health is improved, additional adjunct and full-time faculty will likely be needed for the robust program.

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	170	180	190	200	215
<b>EVENING</b>	<u>15</u>	20	<u>25</u>	30	40

Describe Process for Attaining & Estimating Enrollment:

The enrollment is based on estimates founded in the previous history of the program as indicated on the most recent Program Health Index. Growth is expected to occur in daytime and evening student enrollment. Daytime is expected to grow at a slower rate since the launch of the evening offerings may slightly diminish the daytime number. We expect to increase the overall enrollment initially with the working population the college has not been serving - those who need evening or weekend courses. The evening classes will be offered in sequenced block schedules but will not have students completing as quickly due to the contact hour requirements and subsequent part-time enrollment. Evening track will begin in the 2<sup>nd</sup> or 3<sup>rd</sup> year. Hybrid and web-enhanced curricular strategies will be utilized to improve students' ability to enroll in more hours, but NWLTC curriculum strength is the simulated work-based learning that takes place in the lab and during actual work-based experiences on the job. Evening enrollment will compound at a different rate due to students staying longer and as a result of part time enrollment. The current attrition is approximately 25% Fall to Fall. NWLTC persistence and completion are among the highest in the state and this results in the need to constantly recruit as students complete and are employed mostly on-time in less than 2 years. All of these factors were included in the estimates for enrollment shown above.

PROGR	AM ACCRED	NOITATION	:				***		
	am Accredit		⊠ Yes □ No						
	censure or Certification equired?  If YES, please provide projected accreditation/licensure/certification date: 2014 / 2019								
Accredit	Type/Name of Program Accreditation, Licensure or Certification Required:								
(Use the to NEW curri deleted an	AM CURRICU emplate below culum with cha d/or changed) ched Propose	or insert s anges appr	eparate attachment; all ropriately noted so that is all rulum	modifications sh t is visually clea	nould incl or what ha	ude the OLi as been add	D and led,		
Subject Code	Course Number		Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours		

B	EN	IEI	T	T	0	TH	2	21	18	rem

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

These changes will provide highly skilled workers to fill high demand positions critical to the state of Louisiana and specifically in the Northwest region of the state. The program changes will address and provide solutions for employer challenges currently being cited that include both hard and soft skills among critical needs to support economic stability of the region and to facilitate growth. The communities served by NVVLTC have a high occurrence of poverty and a high percentage receive financial aid. This program redesign will provide more efficient use of resources for the college and create an environment conducive to greater career and student success. This model is designed to help students complete in less time and attain employment quicker. The NVVLTC on-ramps from the different student populations ensures NVVLTC is able to meet the student where they are and in many cases provide them with a head-start on career and student success. Students will experience blocked courses with predictable schedules, needed courses available when they need them and a demonstrated value-add through their ability to secure employment.

SIGNATURES:

College Chief Academic Officer

College Chief Executive Officer

Date

3/23/18 Date

				_			
Semester	Rubric No.	Course Title (H = Hybrid course)	SCH	Le	Lab	Contact Ho	ur Comments
1st Semester							
				_			
	BWk LEAD 1003		3	1 2	2	90	
	WKSF 1003		3	2	2	90	New Course: Embedded IBC's: NCCER Core, Osha 10, Tappe Safe
	1012	Industrial Tools & Calculations	2	2	1	60	
	8Wk   IET   1022		2	1	2	75	-
	HET 1032	Electrical Circuits Theory and Practice II	2		2	75	
		English	3	3	0	45	
	T		_	_	_		
			1	1			
			1				Only Technical Coursework is required for CTC and CTS. Hours shown
140				1			represent the semester totals including academic core classes. The CTC
1st Semester Totals	IBC	CTC: Industrial Helper	15	11	9	435	Industrial Helper requires: 12SCH / 8 Lec / 9 Lab / 390
2nd Semester							
	8Wk HET 1212	Electronic Circuits - Theory and Practice	1 2	Т.	2	70	
	HET 1222	Electrical Power Theory and Practice I	2		2	75 75	
	HET 1232	Electrical Power Theory and Practice II	2		2	75	
					1 1		
				1	П		
					П		Only Technical Coursework is required for CTC and CTS. Hours shown
				1	11		represent the semester totals including academic core classes. CTS: Installation Technician - Level I requires: 28 SCH / 11 Lec / 15 Leb / 615
			1	1			contact hours. This award includes IBC: NCCER Industrial Instrumentation
	isc	CTS: Installation Technician - Level I		_			Electrical - and Maintenance Level I
	8Wk HET 1243	Industrial Electrical Power Theory & Practice I	3	1	2	~	
	HET 1253	Industrial Electrical Power Theory & Practice II	3		2	90	
		Physical Science	3		0	45	
	T			_			
2nd Semester Total			15	10	10	***	
			13	1 10	10	450	
2 Semester Total		CTS; Installation Technician - Level II	30	21	19	885	Only Technical Coursework is required for CTC and CTS. Hours shown represent the semester totals including ecademic core classes. CTS: installation Technician - Level II requires: 24 SCH / 15 Lec / 19 Lab / 795 contact hours.IBC: NCCER industrial Instrumentation, Electrical and Meintenance Level Level 2
3rd Semester					_		
	BWk HET 2014	Control Systems - Theory and Practice	4	2	4	150	
		Intro to Psychology	3	3	0	45	
			1				
	SWk IIET 2024	T			-		
	IIEY 2034	Instrumentation Process Measurement Theory & Practice I Instrumentation Process Measurement Theory & Practice II	4	2	3	150	
		A PROCESS OF THE PROPERTY OF T	-	1 2	31	120	
3rd Semester Totals		CTS: Installation Technician - Level III (Only Technical coursework required for CTS:	15	9	11	465	Only Technical Coursework is required for CTC and CTS. Mours shown represent the semester totals including academic core classes. CTS: installation Technician - Level III requires: 36 SCM / 21 Lec / 30 Lab / 1215 contact hours: IBC: NCCER industrial instrumentation, Electrical - and
(3 SEMESTER Total)			45	30		1350	Maintenance Level - Level 3
4rd Semester			-				
	8Wk HET 2043	Instrumentation Control Systems Theory & Practice I			-		1
	2053	Instrumentation Control Systems Theory & Practice II	3	2	2	105	
	IIET 2063	Captions: Interrated Control Funture Translation					
	2003	Capstone: Integrated Control Systems Troubleshooting College Algebra	3	3	0	90	
		Speech Speech	3	3	0	45	
4th Semester Totals	I		Γ	П	T		IBC: NCCER Industrial instrumentation, Electrical - and Maintenance
The same of the sa			15	11	6	375	Level 4
Award (4 Semesters)		*TD - Industrial Instrumentation & Electrical Technician / AAS - Industrial Instrumentation & Electrical Technology	60	41	36	1725	Only Technical Coursework is required for the TD. Hours shown represent the semester totals including academic core classes. TD: industrial instrumentation and Electrical Technician requires: 45 SCH / 26 /86 Lab/1500 contact hours: Students who successfully complete the academic core classes along with the technical coursework will receive the AAS at the same time as the TD. The AAS requires 60 SCH / 41 Lec / 36 Lab / 1725 contact hours.
				74	~	4163	30 LEG / 1/23 CONTACT HOURS.

With approval of Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements individually or in combination:

		Experiential Learning Credit Course Option	5			
	Number	Course Title	SCH	Lec	Lab	Contact Hr
HET	2991	Special Project I	1	1	1	30
HET	2993	Special Project II	1 2	1	1	
HET	2995	Special Project III		10	-	60
HET	2996	Special Project IV	- 3	10	3	90
		Special Project 19	4	1	4	120

		New Work-Based Learning Experience Options		$\perp$		EXT
WBLE	1003	Internship / Cooperative Education	3	1	3	105
WBLE	1011	Work-Based Learning Experience	1	0	0	45*
WBLE	1012	Work-Based Learning Experience	2	0	0	90*
WBLE	1013	Work-Based Learning Experience	3	0	0	135
WBLE	1014	Work-Based Learning Experience	4	0	_	180
WBLE	1021	Work-Based Learning Experience II	1	T o	0	45*
WBLE	1022	Work-Based Learning Experience II	2	0	0	90*
WBLE	1023	Work-Based Learning Experience II	3	0	0	135
WBLE	1024	Work-Based Learning Experience II	4	0	0	180
WBLE	2031	Work-Based Learning Experience III		To	0	45*
WBLE	2032	Work-Based Learning Experience III	2	0	0	90*
WBLE	2033	Work-Based Learning Experience III	1	0	0	185
WBLE	2034	Work-Based Learning Experience III	4	0	0	1804
WBLE	2041	Work-Based Learning Experience III	1 1	0	٥٦	45°
WBLE	2042	Work-Based Learning Experience III	2	0	0	90*
WBLE	2043	Work-Based Learning Experience III	3	0	0	135
WBLE	2044	Work-Based Learning Experience III	- 1	0	0	180

\*All Work-Based Learning Experiences that involve external partners, locations and work assignments with an emphais on skill building and meeting the student learning outcomes of the course must meet the standard of a minimum 45 contact or clock hours = 1 Semester Credit Hour

Work-based Learning Experiences may include: Live Work, Clinicals, Internships, Cooperatives, Practicums, and Apprenticeships.

# **Proposed Curriculum Revisions**

#### Added:

- **New CTC: Industrial Helper** hours 390 (15.0404) 5 Stars-12 SCH - clock
- Level I—18 SCH clock hours 615 New CTS: Installation Technician -
- Level II 24 SCH clock hours 795 **New CTS: Installation Technician**
- Level III—36 SCH clock hours 1215 New CTS: Installation Technician
- Revised
- tion and Electrical Technician and Revise-45 SCH - 1500 renamed to Industrial Instrumenta Technician (15.0404) 5 Star TD: Industrial Instrumentation
- cal Technology and revise—60 SCH dustrial Instrumentation and Electrimentation Technology to AAS in In-Rename AAS in Industrial Instru

# Northwest Louisiana Technical College

# Industrial Instrumentation Technology

## Program Description & Curriculum

This program trains students to become competent, qualified instrument technicians who can meet the ever-changing demands of modern industry. This program is offered to provide training leading to employment for area residents as a result of business/industrial demand.

### Degrees/Certificates

Associate of Applied Science (AAS), Technical Diploma (TD) Certificate of Technical Studies (CTS) Tuchrical Competency for (TCA)

Available degrees and certificates may vary at each campus. Check with your local campus for more information CIP 150404

PHSC 1015	PSYC 2015	MATH 1015	ENGL 1015	Transferable General Educatio		INST 2841	INST 2831	INST 2820	INST 2610	INST 1430	INST 2731	INST 1340	ELEC 1330	INST 1431	INST 2750	ELEC 1450		ELEC 1440	ETRN 1221		Control of the second second	ETRN 1131	OLLI TSNI	Course #	
Physical Science I	Introduction to Psychology	College Algebra	English Composition	tion Courses Required for AAS	ID – Industrial Instrumentation Technician	Digital Control Systems	Analog Control Systems	Principles of Process Control	Controllers	Final Elements	Analytical Measurement	Pressure and Level Measurement	Generators, Motors, and Transformer Operation	Temperature and Flow	Programmable Logic Controllers	Variable Frequency Drives	· · · · · · 11	Motor Controls	Basic Electronics		· · ·   ·   Ebichik	Basic Electricity	introduction to industrial instrumentation	Course Title	CURRICULUM
3/0	3/0	3/0	3/0	<b>MARKET SAMPLESSON</b>	tion Technician	1/2	1/2	1/2	0/3	1/2	0/2	1/2	0/2	0/3	1/3	0/2	Electronic Bopair L	0/3	1/3		ł	1/3	1/2	lecture/ Lab Hours	
w	w	3	3		45	3	3	3	3	3	2	3	2	3	4	2	ļ	3	4		7.	4	B	Credit	
8	45	45	45	1	1515	73	75	75	90	75	60	90	 120	90	120	120	ļ	135	120	Ī	1	120	150	Clock	

SCH-Contact Hour Conversions Chart related clock hours based on NWLTC All courses changed credits and

## Terminated:

- TCA Electrician Helper
- TCA Electronic Repair
- CTS E/I Helper

Renamed & Revised

## **Deleted Courses**

grams with courses clearly sequenced renumbered using the NWLTC Number-Courses were removed, redesigned and **Numbering Convention details** ing Convention for student friendly pro-

<sup>\*</sup> Work-based Learning Experience courses may be substituted for a course within this program and may be used to formalize an apprenticeship or extended clinical experience when initiated in a employer—college formalized agreement. See the Chief Academic Officer for course options and approval process.

# **Proposed Curriculum Revisions**

## **Deleted Courses**

All courses were removed, redesigned and renumbered using the NWLTC Numbering Convention for student friendly programs with courses clearly sequenced—Numbering Convention details attached.

#### PAGE 2 INST 2995 INST 2996 INST 2997 **INST 2993** SPCH 1015 **INST 2991** ENTP 1000 CSRV 2000 Special Projects III Special Projects IV Special Projects I cooperative Education Customer Service & Same Foundations of Entrepreneurship Introduction to Public Spe INDUSTRIAL INSTRUMENTATION TECHNOLOGY Program Description & Curriculum 92 92 3/0 3/0 90 80 45 Revised & Renamed

All courses changed credits and related clock hours based on NWLTC SCH-Contact Hour Conversions Chart