



Changing Lives,
Creating Futures

Monty Sullivan
System President

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Craig Spohn
Vincent St. Blanc, III

Student Members:
Jeremy Gray
Raissa Oliveira Yantis

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

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www.lctcs.edu

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. René Cintrón *RC*
Chief Academic Affairs Officer

FROM: Dr. Adrienne Fontenot *AF*
Director of Adult Learning and Educational Programs

SUBJECT: Program Requests at SOWELA Technical Community College

DATE: 01/23/2019

SPK **APPROVED**
2/13/19
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION:

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

Program Additions

1. Career and Technical Certificate (CTC) –Entry Level Cook (CIP 12.0503) –4 **STARS** with IBCs in ServSafe from the National Restaurant Association and Allergen Awareness from TAP Series
2. Career and Technical Certificate (CTC) –PC Support Technician (CIP 11.0103) –5 **STARS** with an IBC in PC Pro from TestOut
3. Career and Technical Certificate (CTC) –General Clerk (CIP 52.0101) –5 **STARS** with an IBC in Desktop Pro from TestOut
4. Career and Technical Certificate (CTC) –General Clerk (CIP 52.0302) –4 **STARS** with an IBC in Desktop Pro from TestOut
5. Career and Technical Certificate (CTC) –General Clerk (CIP 52.0401) –4 **STARS** with an IBC in Desktop Pro from TestOut
6. Career and Technical Certificate (CTC) –General Clerk (CIP 52.0401) –4 **STARS** with an IBC in Desktop Pro from TestOut

Program Deletions

7. Technical Competency Area (TCA) –Entry Level Cook (CIP 12.0503) –4 **STARS**
8. Technical Competency Area (TCA) –PC Support Technician (CIP 11.0103) –5 **STARS**
9. Technical Competency Area (TCA) –General Clerk (CIP 52.0101) –5 **STARS**
10. Technical Competency Area (TCA) –General Clerk (CIP 52.0302) –4 **STARS**
11. Technical Competency Area (TCA) –General Clerk (CIP 52.0401) –4 **STARS**



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- 12. Technical Competency Area (TCA) -General Clerk (CIP 52.0401) –**4 STARS**
- 13. Technical Competency Area (TCA) Photo Assistant (CIP 50.0699) –**2 STARS**
- 14. Technical Competency Area (TCA) Engineering Aide 1 (CIP 15.1301) –**2 STARS**

Background: SOWELA Technical Community College is requesting to replace several Technical Competency Areas (TCA) with Career and Technical Certificates (CTC) per LCTCS Policy 1.024 and Louisiana Board of Regents’ Academic Affairs Policy 2.15. The program curriculum remains unchanged. Only the program classification is being modified.

Fiscal Impact: There are no anticipated expenditures associated with these modifications. Faculty and resources under the existing curriculum will be allocated to the new programs.

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

Benefits to the System: This will add exit points with embedded IBCs allow SOWELA to better meet student and workforce needs.



Approved for Recommendation to the Board
Dr. Monty Sullivan

2-13-19

Date

Adrienne Fontenot

From: Renee Biggs <renee.biggs@sowela.edu>
Sent: Thursday, January 10, 2019 2:59 PM
To: Adrienne Fontenot
Cc: Erica Hughes; David A Shankle; Paula Couch Hellums; Stephanie Hickman Smith
Subject: RE: TCA to CTC Help

Hello Adrienne:

Another question, we need to remove the TCA from Graphic Art (TCA – Photo Assistant) and Drafting and Design Technology (TCA – Engineering Aide 1). How is this handled?

Thanks -

Renee Biggs,



Asst. to the Vice Chancellor for Academic Affairs
337-421-6570 Academic Affairs
Toll Free: 800-256-0483 ext. 4615 Direct
337-491-2443 FAX

From: Renee Biggs
Sent: Thursday, January 10, 2019 10:15 AM
To: 'Adrienne Fontenot' <adriennefontenot@lctcs.edu>
Cc: Erica Hughes <ericahughes1@lctcs.edu>
Subject: RE: TCA to CTC Help

Oka thanks we will begin working on this

Renee Biggs,



Asst. to the Vice Chancellor for Academic Affairs
337-421-6570 Academic Affairs
Toll Free: 800-256-0483 ext. 4615 Direct
337-491-2443 FAX

From: Adrienne Fontenot [<mailto:adriennefontenot@lctcs.edu>]
Sent: Thursday, January 10, 2019 10:01 AM
To: Renee Biggs <renee.biggs@sowela.edu>
Cc: Erica Hughes <ericahughes1@lctcs.edu>
Subject: RE: TCA to CTC Help

Hi Renee,

You can enter them in the system. Be sure to include the IBC attached to the CTC.

Culinary Arts - 01/11/2019

TYPE OF PROPOSED CHANGE : Curriculum Modification						
PROGRAM NAME : Culinary Arts						
AWARD LEVEL(S)						
For Board of Regents and LCTCS Review:						
Name:				For LCTCS Review:		
				Technical Diploma (T.D.)		
				Certificate of Technical Studies (C.T.S.)		
				Career and Technical Certificate (C.T.C)		
				TCA - For Archive Purpose Only		
NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 4 Stars						
Name: Entry Level Cook				Program Delivery Mode: Standard		
CIP: 120503		Credit Hours: 15.00		Contact Hours: 315.00		Career and Technical Certificate (C.T.C)
IBC: ServSafe	Issuing Body: National Restaurant Association	Course Title: Sanitation and Safety	Course Prefix: CULN	Course Number: 1133	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Allergen Awareness	Issuing Body: TAP Series	Course Title: Sanitation and Safety	Course Prefix: CULN	Course Number: 1133	Credits Awarded: 3.00	IBC Awarded upon Completion? :
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.						
We propose adding a CTC where we once had a TCA. We have two embedded IBCs. There is no change to the existing curriculum, credit hours, or clock hours.						
IMPLEMENTATION DATE (Semester and Year)				Spring 2019		

HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

N/A

JUSTIFICATION FOR THE PROPOSED CHANGE

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

This will give us an exit point where we once had a TCA. There are two embedded IBCs.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: Main Campus, Distance Education**QUALIFIED FACULTY (Check all that apply)****Use Existing Faculty: Yes**

- Full Time: 2

- Part Time: 6

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS**Department :****How will this change affect the administrative structure and/or allocation of departmental funds in terms of:****Faculty :****Facilities :****Library Resources :****Support :****Related Fields :****Other :****MINIMUM CREDENTIALS REQUIRED FOR FACULTY****Education:** Technical Diploma**Experience:****Certification:** Certified Culinarian**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS****Department :** School of Business and Applied 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.

There will be no changes needed.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	73	70	70	70	70
EVENING					
DISTANCE EDUCATION		10	15	20	25

Describe Process for Attaining & Estimating Enrollment:

I used the current enrollment, but we will be launching a completely online degree.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation status: Approved
Type/Name of Program Accreditation, Licensure or Certification Required:	American Culinary Federation

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

PROGRAM CURRICULUM

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
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Program, Degree or Concentration:	Credit Hours: 0.00
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BENEFITS TO THE SYSTEM

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

This will add an exit point, and it has two embedded IBCs.

KEYWORDS

Information Systems Technology - 01/11/2019

TYPE OF PROPOSED CHANGE : Curriculum Modification						
PROGRAM NAME : Information Systems Technology						
AWARD LEVEL(S)						
For Board of Regents and LCTCS Review:						
Name:			For LCTCS Review:			
			Technical Diploma (T.D.)			
			Certificate of Technical Studies (C.T.S.)			
			Career and Technical Certificate (C.T.C)			
			TCA - For Archive Purpose Only			
NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: PC Support Technician				Program Delivery Mode: Standard		
CIP: 110103	Credit Hours: 7.00		Contact Hours: 120.00		Career and Technical Certificate (C.T.C)	
IBC: PC Pro	Issuing Body: TestOut	Course Title: IT Essentials: PC Hardware	Course Prefix: ITEC	Course Number: 1100 3.00	Credits Awarded: upon and Software	IBC Awarded Completion? : No-Test is Required
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.						
We propose adding a CTC where we once had a TCA. There are no changes to credit or clock hours. All the courses stay exactly the same.						
IMPLEMENTATION DATE (Semester and Year)			Spring 2019			
HISTORY OF PRIOR ACTIONS						
Provide an overview of changes to this program.						

N/A

JUSTIFICATION FOR THE PROPOSED CHANGE

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

We propose adding this CTC so we have an exit point where we once had a TCA. There is an IBC embedded in ITEC 1100.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No

- Full Time: 3

- Part Time: 1

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS

Department :

How will this change affect the administrative structure and/or allocation of departmental funds in terms of:

Faculty :

Facilities :

Library Resources :

Support :

Related Fields :

Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Masters

Experience:

Certification: Various IT
Certifications

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : School of Business and Applied 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.

There will be absolutely no change to anything with the proposed change.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	108	109	110	110	110
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment: I used the current enrollment number.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required? No
Accreditation status: Approved

Type/Name of Program Accreditation, Licensure or Certification Required: The Association of Technology, Management, and Applied Engineering

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

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
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Program, Degree or Concentration: **Credit Hours:** 0.00

BENEFITS TO THE SYSTEM

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

We will have an exit point with an embedded IBC.

KEYWORDS

Business Administration - 01/11/2019

TYPE OF PROPOSED CHANGE : Curriculum Modification			
PROGRAM NAME : Business Administration			
AWARD LEVEL(S)			
For Board of Regents and LCTCS Review:			
Name:	For LCTCS Review:		
	Technical Diploma (T.D.) Certificate of Technical Studies (C.T.S.) Career and Technical Certificate (C.T.C) TCA - For Archive Purpose Only		
NAME OF PROGRAM(S) and AWARD LEVEL(S)			
Stars : 5 Stars			
Name: General Clerk		Program Delivery Mode: Standard	
CIP: 520101	Credit Hours: 6.00	Contact Hours: 90.00	Career and Technical Certificate (C.T.C)
IBC: Issuing Course Title: Course DesktopPro Application Prefix: TestOut	Body: Basics	Course Awarded: 1150	Credits Number: 3.00
			IBC Awarded upon Completion? : No-Test is Required
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.			
We proposed adding a CTC where there was once a TCA. There is an embedded IBC. There are no changes to credit hours, clock hours, etc.			
IMPLEMENTATION DATE (Semester and Year)		Spring 2019	
HISTORY OF PRIOR ACTIONS			
Provide an overview of changes to this program.			

N/A

JUSTIFICATION FOR THE PROPOSED CHANGE

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

This will help us to have an exit point where we once had a TCA.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: Main Campus, Sites (list below)

Jennings Instructional Site

Oakdale Instructional Site

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No

- Full Time: 6

- Part Time: 6

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS

Department :

How will this change affect the administrative structure and/or allocation of departmental funds in terms of:

Faculty :

Facilities :

Library Resources :

Support :

Related Fields :

Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Masters

Experience:

Certification:

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : School of Business and Applied 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.

There will be no changes by adding the CTC. The courses and IBC are existing.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	207	215	220	225	225
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:

I used the current enrollment. There are distance education students, but we do not have an attribute assigned to them to designate them as distance education only.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?

Recomanded

Accreditation status:

Will Apply

Type/Name of Program Accreditation, Licensure or Certification Required:

Accreditation Council for Business Schools and Programs.

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

PROGRAM CURRICULUM

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
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Program, Degree or Concentration:	Credit Hours: 0.00
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BENEFITS TO THE SYSTEM

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

It will add an exit point with an embedded IBC.

KEYWORDS

Accounting Technology - 01/11/2019

TYPE OF PROPOSED CHANGE : Curriculum Modification	
PROGRAM NAME : Accounting Technology	
AWARD LEVEL(S)	
For Board of Regents and LCTCS Review:	
Name:	For LCTCS Review: Technical Diploma (T.D.) Certificate of Technical Studies (C.T.S.) Career and Technical Certificate (C.T.C) TCA - For Archive Purpose Only
NAME OF PROGRAM(S) and AWARD LEVEL(S)	
Stars : 4 Stars	
Name: General Clerk	Program Delivery Mode: Standard
CIP: 520302	Credit Hours: 6.00
	Contact Hours: 90.00
	Career and Technical Certificate (C.T.C)
IBC: Desktop Pro	Issuing Body: TestOut
Course Title: Introduction to Software Applications	Course Prefix: OADM
Course Awarded: 1150	Credits: 3.00
Number:	IBC Awarded upon Completion? :
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.	
We propose adding a CTC where we once had a TCA. There is already an embedded IBC. There will be no change to credit hours or clock hours.	
IMPLEMENTATION DATE (Semester and Year)	Spring 2019
HISTORY OF PRIOR ACTIONS	
Provide an overview of changes to this program.	

N/A

JUSTIFICATION FOR THE PROPOSED CHANGE

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

This will give us an exit point where we once had a TCA, and there is an embedded IBC.

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

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes

- Full Time: 6

- Part Time: 6

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS

Department :

How will this change affect the administrative structure and/or allocation of departmental funds in terms of:

Faculty :

Facilities :

Library Resources :

Support :

Related Fields :

Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Masters

Experience:

Certification: MOS or TestOut
Desktop Pro

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : School of Business and Applied 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.

There is no impact by adding this CTC. The courses and faculty already exist.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	76	76	76	76	76
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment: I used the existing enrollment.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status: Will Apply
Type/Name of Program Accreditation, Licensure or Certification Required:	Accreditation Council for Business Schools and Programs

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

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

This change provides an exit point and IBC.

KEYWORDS

Office Systems Technology - 01/10/2019

TYPE OF PROPOSED CHANGE : Curriculum Modification						
PROGRAM NAME : Office Systems Technology						
AWARD LEVEL(S)						
For Board of Regents and LCTCS Review:						
Name:				For LCTCS Review:		
				Technical Diploma (T.D.)		
				Certificate of Technical Studies (C.T.S.)		
				Career and Technical Certificate (C.T.C)		
				TCA - For Archive Purpose Only		
NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: General Clerk				Program Delivery Mode:		
CIP: 520401		Credit Hours: 6.00		Contact Hours: 90.00		Career and Technical Certificate (C.T.C)
IBC: DeskTop Pro	Issuing Body: TestOut	Course Title: Introduction to Software Application	Course Prefix: OADM	Course Awarded: 1150	Credits 3.00	Number: IBC Awarded upon Completion? : No-Test is Required
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.						
We propose adding this CTC where we once had a TCA.						
IMPLEMENTATION DATE (Semester and Year)			Spring 2019			
HISTORY OF PRIOR ACTIONS						
Provide an overview of changes to this program.						

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

The IBC embedded in OADM 1150 makes this CTC possible. Where we once had a TCA, we replaced it with a CTC. The existing IBC was in the old TCA.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:**QUALIFIED FACULTY (Check all that apply)****Use Existing Faculty:** No

- Full Time: 6

- Part Time: 6

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS**Department :****How will this change affect the administrative structure and/or allocation of departmental funds in terms of:****Faculty :****Facilities :****Library Resources :****Support :****Related Fields :****Other :****MINIMUM CREDENTIALS REQUIRED FOR FACULTY****Education:** Masters**Experience:****Certification:** MOS or TestOut
Desktop Pro**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS****Department :** School of Business and Applied 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.**

There will be no impact by this CTC. The courses and faculty already exist. Where we once had a TCA, we replaced it with a CTC. The existing IBC was in the old TCA.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
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DAY	52	53	54	55	55
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:

I used the current enrollment in the program.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?

No

Accreditation status:

Will Apply

Type/Name of Program Accreditation, Licensure or Certification Required:

Accreditation Council for Business Schools and Programs

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

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
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Program, Degree or Concentration:

Credit Hours: 0.00

BENEFITS TO THE SYSTEM

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

This change will provide an exit point with an IBC.

KEYWORDS