

## Changing Lives, Creating Futures

Monty Sullivan System President

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Student Members: Jeremy Gray Raissa Oliveira Yantis

> Louisiana Community & Technical College System

265 South Foster Drive Baton Rouge, LA 70806

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

www.letes.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 Requests at Bossier Parish Community College

DATE:

03/25/2019

### FOR BOARD ACTION:

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

## **Program Additions**

- 1. Career and Technical Certificate (CTC), Certified Production Technician (CIP 15.0699) -5 STARS with an IBC in Production Technician from Manufacturing Skill Standards Council (MSSC)
- 2. Career and Technical Certificate (CTC), Basic Management (CIP 52.0201) -5 STARS with an IBC in SHRM CP Certification from the Society for Human Resource Management
- 3. Career and Technical Certificate (CTC), Bookkeeping (CIP 52.0201) -5 STARS with an IBC in QuickBooks Certified User from Certiport
- 4. Career and Technical Certificate (CTC), Business Communications (CIP 52.0201) -5 STARS with IBCs in Microsoft Excel, Microsoft PowerPoint, and Microsoft Word from Microsoft
- 5. Career and Technical Certificate (CTC), Graphic Design (CIP 50.0409) -4 STARS with an IBC in Adobe Certified Associate (ACA) from Adobe
- 6. Career and Technical Certificate (CTC), Film (CIP 10.0201) -5 STARS with an IBC in Adobe Certified Associate (ACA) in Premiere Pro from Adobe
- 7. Career and Technical Certificate (CTC), Photography (CIP 10.0201) -5 STARS with an IBC in Adobe Certified Associate (ACA) in Photoshop from Adobe



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- 8. Career and Technical Certificate (CTC), TV Production (CIP 10.0202) -5

  STARS with an IBC in Adobe Certified Associate (ACA) in Premiere Pro from Adobe
- Career and Technical Certificate (CTC), Media for the Ministry (CIP 10.0202)
   STARS with an IBC in Adobe Certified Associate (ACA) in Photoshop from Adobe
- 10. Career and Technical Certificate (CTC), Sound Recording Technology (CIP 10.0203) —4 STARS with an IBC in Adobe Certified Associate (ACA) in Photoshop from Adobe
- 11. Career and Technical Certificate (CTC), Computer Animation (CIP 10.0304) 2 STARS with an IBC in Adobe Certified Associate (ACA) from Adobe
- 12. Career and Technical Certificate (CTC), Help Desk (CIP) -5 STARS with IBCs in IT Fundamentals and A+ from CompTIA

### **Program Deletions**

- 13. Technical Competency Area (TCA), Certified Production Technician (CIP 15.0699) -5 STARS
- 14. Technical Competency Area (TCA), Basic Management (CIP 52.0201) -5 STARS
- 15. Technical Competency Area (TCA), Bookkeeping (CIP 52.0201) -5 STARS
- 16. Technical Competency Area (TCA), Business Communications (CIP 52.0201)-5 STARS
- 17. Technical Competency Area (TCA), Graphic Design (CIP 50.0409) -4 STARS
- 18. Technical Competency Area (TCA), Film (CIP 10.0201) -4 STARS
- 19. Technical Competency Area (TCA), Photography (CIP 10.0201) -5 STARS
- 20. Technical Competency Area (TCA), TV Production (CIP 10.0202) -5 STARS Technical Competency Area (TCA), Media for the Ministry (CIP 10.0202) -5 STARS
- 21. Technical Competency Area (TCA), Sound Recording Technology (CIP 10.0203) -4 STARS
- 22. Technical Competency Area (TCA), Computer Animation (CIP 10.0304) -2 STARS

**Background:** Bossier Parish Community College (BPCC) 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, unless otherwise noted. Only the program classification is being modified.

BPCC is requesting to add a new CTC in Help Desk under the Computer Information Systems program. The core content knowledge is applicable to not only Help Desk



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operations but also to those working in a small business where these skills would be valuable.

**Fiscal Impact:** As these program have been in place for a number of years, only a change in the credential designation is being requested. The administrative structure and allocation of departmental funds will be unchanged, unless otherwise noted.

**History of Prior Actions:** There is a history of modifying curriculum to meet student and industry needs.

**Benefits to the System:** The changes will ensure that the curriculum is aligned to industry needs. The addition of the CTCs will recognize student achievement with the embedded Industry Based Certifications.

Approved for Recommendation to the Board

Dr. Monty Sullivan

4-10-19

Date

Fields with asterisk (\*) are required fields.

TYPE OF PROPOSED CHANGE							
X New Program	Curriculum Modification	Curriculum Adoption	Archived Curriculum				
Program Name:*	Help Desk						

Program Name:*	Help Desk			·
AWARD LEVEL(S)		02/4		)
For Board of Reger	ate and LCTCS Bo	viou:	For LCTCS Box	
			For LCTCS Rev	
	Applied Science	(AAS)		cal Diploma (TD)
	Science (AS)		I	ate of Technical Studies (CTS)
Associate of				and Technical Certificate (CTC)
Post Associa			TCA – F	or Archive Purpose Only
Other Assoc	_			
Name:			.	
l ——	f Applied Science			
Certificate o	f General Studie	s (CGS)		
NAME OF PROGRA	M(S) AND AWA	RD LEVEL(S)		
X 5 Stars	4 Stars	3 Stars	2 Stars	1 Stars
Name: Help Desk			Program Deliv	ery Mode:
			X_Standar	rd
			Hybrid	
			Online	
CIP: 11.9999 level above)	Credit Hou	rs: <u>12</u> C	Contact Hours: 1	80 Award Level: (same as Award
IBC: IT Fundamer	ntals		Issuing Bo	dy:CompTIA
Name of Course:	IT Principle:	S		c: CIS Course
Number: 100			_	
Credit hours: 3	IBC Awarded	Upon Comple	etion? Yes	No- Partial Requirements
		,		Test is Required
				Student Must Request It

## Name of Course: IT Software Support Course Prefix: CIS Number: <u>114</u> Credit hours: 3 IBC Awarded Upon Completion? Yes No- Partial Requirements No- Test is Required X No- Student Must Request It

\_\_\_ Issuing Body: CompTIA

+ Add More Career and Technical CTC Data

#### PROPOSED CHANGE

IBC: A+

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.

Course

Fields with asterisk (\*) are required fields.

General Dynamics Information Technology (GDIT) has requested the Help Desk CTC to educate its workforce. GDIT has created the Step Up program where their employees will enroll in this program, giving them the possibility to promote within the company. This program contains curricula that our other industry partners have indicated as crucial to the operations of their business. In addition, this pathway will allow students enrolled in the College Transitions Program to become employable in the IT industry. This CTC is contained within our current Computer Information Systems (CIS) curriculum, allowing students to earn a CTS and then continue to work towards an Associate of Applied Science degree. The core content knowledge is applicable to not only Help Desk operations but also to those working in a small business where these skills would be valuable.

IMPLEMENTATION DATE (Semeste	r and Year) Summer	2019	
HISTORY OF PRIOR ACTIONS			
Provide an overview of changes to	this program.		
This is a new program. N/A	,		
JUSTIFICATION FOR THE PROPOSE Include support such as four-year		dustry dema	and, advisory board
information, etc.		·	
N/A			
SITE(S) OF NEW PROGRAM OR CU	RRICULUM MODIFICATION	J .	
	ampuses Sites (lis	t below)	Distance Education
+ Add More Sites			
QUALIFIED FACULTY (Check all tha	t annivì		
X Use Existing Faculty	Hire Adjunct Faculty	, ,	Hire Full-Time Faculty
#-Full Time: 4	#:	′   —	#:
#-Part Time:	*** <u></u>		π. <u> </u>
MINIMUM CREDENTIALS REQUIRED	O FOR FACULTY		
	Experience: 3 years of wor	rk Cer	tification: Related Industry
	experience in subject area	I	ed Certification
	specialized training/profes	I .	ed certification
	development in subject are		
FISCAL IMPACT: ADMINISTRATION	and IMDI EMENITATION C	OSTS	
FISCAL IMPACT: ADMINISTRATION Department: Technology F			
	ngineering, and Mathemat	ics	llocation of department (

Fields with asterisk (\*) are required fields.

These courses are currently taught on a regular rotation and with established faculty. There will be no change that will occur related to administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.

ANTICIPATED ENROLLMENT:						
Students	Year One	Year Two	Year Three	Year Four	Year Five	
DAY	15	20	20	25	25	
EVENING	15	25	25	30	30	
DISTANCE						
EDUCATION					4	
Describe Process for Attaining & Estimating Enrollment:		The enrollment prediction is formulated from the number of students currently enrolled in the day offerings with a new cohort of evening students specifically from the GDIT Call Center Step Up program.				

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation X No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	

#### 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	Course	Course	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number	Title	Hours	Hours	Hours	Hours	Hours	Row
Program,	Degree or C	oncentration:	Help De	esk		Credit Ho	ours:	12
First Sem	ester					<u> </u>		
CIS	100	IT Principles	3	0	3	3		
CIS	107	Skills for IT Success	3	0	3	3		
CIS	114	IT Software Support	3	1	3	3		
CIS	118	Help Desk Operations	3	0	3	3		
Second Se	emester				<u> </u>			

Fields with asterisk (\*) are required fields.

						C T	
Third Sen	nester			<u> </u>	<u> </u>		 
	<del> </del>						
	-						 
Fourth Se			<u> </u>				 
rourth Se	mester	T					 
	<del> </del>						
Fifth Sem	ester						
					-		
	<del></del>	<del>                                     </del>					
	<del>                                     </del>	<del>                                     </del>					 <del></del>
Sixth Sem	ester						 
JACTI Jelli							
	-						 

#### BENEFITS TO THE SYSTEM

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

This program will result in students receiving Industry Based Certification and is a stackable credential in the AAS for Computer Information Systems. This program is also endorsed by one of the region and the state's top industry partners, GDIT.

KF'		

Help Desk, IT Fundamentals, A+, CompTIA A+, CompTIA IT Fundamentals, computer user support specialists

Fields with asterisk (\*) are required fields.

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	
Additional Attachments (Allowed Extensions: .pdf)	

Submit

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Save

## GENERAL DYNAMICS

Information Technology

February 26, 2019

Dr. Rick Bateman, Chancellor Bossier Parish Community College 6220 East Texas Street Bossier City, LA 71111

Dear Dr. Bateman:

Please accept this letter of support for Bossier Parish Community College's (BPCC) Help Desk College and Technical Certificate (CTC) program. This certificate program was created at the request of, and in collaboration with, General Dynamics Information Technology (GDIT).

In 2014, GDIT entered into a partnership with the state of Louisiana to bring 800 jobs to its Integrated Technology Center (ITC) in Shreveport-Bossier. Two years later, it opened a second facility call the Customer Engagement Center (CEC). Today, GDIT is responsible for approximately 1,100 jobs in Northwest Louisiana, ranging from entry-level positions at the CEC to technology experts at the ITC. Throughout the partnership, BPCC has worked with GDIT to educate its workforce pipeline, as well as continue the education of its existing employees increasing their capabilities for inner-mobility.

In partnership with GDIT, BPCC established the CTC program to allow employees in entry-level position at the CEC to develop specific skillsets for career development. The CTC program also provides the skillsets certificate necessary to meet GDIT federal government customers' requirement for skills certification. Additionally, CTC credits may count toward BPCC's Associates Degree, the next education threshold for another job level increase. The CTC initiative provides a critical bridge to enable motivate entry-level GDIT employees to increase their technical acumen, building a career within GDIT.

Through the partnership with the state of Louisiana, GDIT committed to bring jobs to Northwest Louisiana. Through the partnership with BPCC and other higher education partners, GDIT is not only creating jobs, but establishing a career track for its employees to advance toward higher skillsets and empower themselves toward a greater earning capacity.

GDIT is proud to support BPCC's Help Desk College and Technical Center program and appreciates its continued partnership and collaboration.

Sincerely.

Jay Johnson

Director, Customer Engagement Center and Services

**General Dynamics Information Technology** 

Mimi Hedgcock⁴

Sr. Principal, External Affairs

General Dynamics Information Technology

6310 East Texas Street

Bossier City, Louisiana 71111

## Bossier Parish Community College Unofficial Curriculum Sheet

This unofficial curriculum sheet is established for guidance of students while pursuing an associate degree or certificate at BPCC. Courses marked below which are transferred from another institution are not applicable to degree requirements until approved by the Office of Academic Affairs. Students are encouraged to meet with an academic advisor concerning required courses and sequencing for this program.

	2019-2020	ر	areer and rec	ennical Certifica	ate in Help Desk
Last Name	First Name	MI	Student ID #	Date Initiated	Phone and/or Email

Freshman Year							
Grade	Semester Earned	Name of Institution/ Notes	Hours				
			3				
			3				
			3				
			3				
֡	Grade	Grade Semester Earned	Grade Semester Earned Name of Institution/ Notes				

Total Hours: 12

Advisor

Dean or Designee

Students must make a "C" or higher in prerequisite courses before enrolling in any given course.

Fields with asterisk (\*) are required fields.

TYPE OF PROPOSED CHANGE	
x New Program Curriculum Modification	Curriculum AdoptionArchived Curriculum
Program Name:* Basic Management	·
AWARD LEVEL(S)	
For Board of Regents and LCTCS Review:	For LCTCS Review:
Associate of Applied Science (AAS)	Technical Diploma (TD)
Associate of Science (AS)	Certificate of Technical Studies (CTS)
Associate of Arts	x Career and Technical Certificate (CTC)
Post Associate Certificate	TCA – For Archive Purpose Only
Other Associate Degree	Ten Tot Archive Fullpose Office
Name:	
Certificate of Applied Science (CAS)	
Certificate of General Studies (CGS)	
NAME OF PROGRAM(S) AND AWARD LEVEL(S)	
x 5 Stars 4 Stars 3 Stars	2 Stars 1 Stars
Name:	Program Delivery Mode:
	x Standard
	Hybrid
<u></u>	Online
	ours: 192 Award Level: (same as Award level above)
IBC: SHRM CP Certification Issuing Bo	dy: Society for Human Resource Management
Name of Course: Human Resource Management	Course Prefix: <u>BADM</u> Course Number: <u>213</u>
Credit hours: 03 IBC Awarded Upon Completio	n? Yes No- Partial Requirements
	No- Test is Required
	X No- Student Must Request It
PROPOSED CHANGE	
a) For New Programs, state the purpose and object	tive: h) For Curriculum Madifications state
previous credit and clock hours; c) For Program Te	
For Curriculum Adoption, state the college from w	thich curriculum is being adopted and the date it
was approved by LCTCS.	mich curriculum is being adopted and the date it
The Basic Management program provides students	with the knowledge and skills necessary to
perform the basic managerial functions throughout	a wide range of industries and within varying
organizational structures.	wide runge of moustries and within varying
<del>-</del>	
IN ADULTA AFAITATION DATE (S	
IMPLEMENTATION DATE (Semester and Year)	Spring 2019

Fields with asterisk (\*) are required fields.

#### **HISTORY OF PRIOR ACTIONS**

#### Provide an overview of changes to this program.

The Basic Management program was initially approved as a Technical Competency Area (TCA) on March 13, 2002. Because this program aligns to the industry-based credential SHRM CP Certification (Society for Human Resource Management), it is more appropriately classified as a Career and Technical Certificate. The program curriculum remains unchanged. Only the program classification is being modified.

#### JUSTIFICATION FOR THE PROPOSED CHANGE

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

The Basic Management program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential SHRM CP Certification (Society for Human Resource Management), in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

SITE(S) OF NEW PROGRAM OR	<b>CURRICULUM N</b>	ODIFICATION	
X Main CampusAl	Campuses	Sites (list below	) Distance Education
+ Add More Sites			
QUALIFIED FACULTY (Check all	that apply)		
x Use Existing Faculty #-Full Time: _4 #-Part Time:	1	djunct Faculty	Hire Full-Time Faculty #:
MINIMUM CREDENTIALS REQUI	RED FOR FACUL	ГҮ	
Education: Master of Business Administration	Experience:		Certification:

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS					
Department:	Business				
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.					
These courses are o	urrently taught on a regular rotation and with established faculty. There will be				
no change that will occur related to administrative structure and/or allocation of departmental funds					
	facilities, support, and any other resources.				

Fields with asterisk (\*) are required fields.

ANTICIPATED ENROLLMENT:						
Students	Year One	Year Two	Year Three	Year Four	Year Five	
DAY	12	12	14	14	14	
EVENING	2	2	2	4	4	
DISTANCE EDUCATION	18	20	20	20	22	
Describe Process for Attaining & Estimating Enrollment:		1	nt predictions are nd completer data		historical course	

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	

#### **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.

		17 TO 18 TO						
Subject	Course	Course Title	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number		Hours	Hours	Hours	Hours	Hours	Row
Program,	Degree or 0	Concentration:	Basic Man	agement		Credit H	ours: 12	
First Sem	ester						<del></del>	
BADM	212	Principles of Management	3.00	0.00	48.00	3.00	0.00	
BADM	213	Human Resource Management	3.00	0.00	48.00	3.00	0.00	
BADM	215	Business Law	3.00	0.00	48.00	3.00	0.00	
BADM	217	Organizational Behavior	3.00	0.00	48.00	3.00	0.00	

#### **BENEFITS TO THE SYSTEM**

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

Because this program aligns to the industry-based credential <u>SHRM CP Certification</u> (Society for Human Resource Management), it is more appropriately classified as a Career and Technical Certificate.

#### KEYWORDS

Basic Management, basic management, management

Fields with asterisk (\*) are required fields.

Financial Documents (Allowed Extensions: .pdf)		
Academic Course Development Sheets (Allowed Extensions: .pdf)		
Curricula Map (Allowed Extensions: .pdf)		
Additional Attachments (Allowed Extensions: .pdf)		

Submit

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Fields with asterisk (\*) are required fields.

TYPE OF PROPOSED CHANGE						
X New Program Curriculum Modification Curriculum Adoption Archived Curriculum						
Program Name:* Bookkeeping						
AWARD LEVEL(S)						
For Board of Regents and LCTCS Review:	For LCTCS Review:					
Associate of Applied Science (AAS)	Technical Diploma (TD)					
Associate of Science (AS)	Certificate of Technical Studies (CTS)					
Associate of Arts	X Career and Technical Certificate (CTC)					
Post Associate Certificate	TCA – For Archive Purpose Only					
Other Associate Degree	TCA - For Archive Purpose Only					
Name:						
Certificate of Applied Science (CAS)						
Certificate of General Studies (CGS)						
NAME OF PROGRAM(S) AND AWARD LEVEL(S)						
X 5 Stars 4 Stars 3 Stars	2 Stars 1 Stars					
Name:	Program Delivery Mode:					
	X Standard					
	Hybrid					
	Online					
CIP: 52.0201 Credit Hours: 12 Conta	oct Hours: 192 Award Level: (same as Award level above)					
IBC: QuickBooks Certified User	Issuing Body:Certiport					
Name of Course: Computerized Accounting C	ourse Prefix: <u>ACCT</u> Course Number: <u>212</u>					
Credit hours: 3 IBC Awarded Upon Completion						
	No- Test is Required					
	X No- Student Must Request It					
+ Add More Career and Technical CTC Data						
PROPOSED CHANGE						
a) For New Programs, state the purpose and object	tive: h) For Curriculum Modifications state					
previous credit and clock hours; c) For Program Te						
For Curriculum Adoption, state the college from w	hich curriculum is being adonted and the date it					
was approved by LCTCS.	and the date it					
The Bookkeeping program provides students with t	he knowledge and skills necessary to perform					
basic accounting practices using computers and spr	eadsheets for a wide range of industries and					
varying organizations.	5					
INADI EMENITATIONI DATE (Como	5 : 2010					
IMPLEMENTATION DATE (Semester and Year)	Spring 2019					
HISTORY OF PRIOR ACTIONS						
Provide an overview of changes to this program.						

Fields with asterisk (\*) are required fields.

The Bookkeeping program was initially approved as a Technical Competency Area (TCA) on March 13, 2002. Because this program aligns to the industry-based credential <u>QuickBooks Certified User</u> (<u>Certiport</u>), it is more appropriately classified as a Career and Technical Certificate. The program curriculum remains unchanged. Only the program classification is being modified.

## JUSTIFICATION FOR THE PROPOSED CHANGE

18 graduate hours in Finance

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

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

The Bookkeeping program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential <u>QuickBooks Certified User</u> (Certiport), in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

X Main Campus	All Campuses _	Sites (list below)	Distance Education
+ Add More Sites			
		-	
QUALIFIED FACULTY (Check all	l that apply)		
X Use Existing Faculty	Hire Ac	ljunct Faculty	Hire Full-Time Faculty
#-Full Time:2	#:		#:
#-Part Time:2		-	· · · · · · · · · · · · · · · · · · ·
MINIMUM CREDENTIALS REQU	JIRED FOR FACULT	'Y	
Education: Bachelor's Degree in	n Experience:		Certification:
Accounting with CPA Licensure			
or a Master of Business		1	
Administration with 18			
graduate hours in Accounting o	or	1	

FISCAL IMPACT: AD	FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS					
Department:	Business					
Describe how this change will affect the administrative structure and/or allocation of departmental						
funds in terms of fa	iculty, facilities, support, and any other resources.					
These courses are o	These courses are currently taught on a regular rotation and with established faculty. There will be					
no change that will occur related to administrative structure and/or allocation of departmental funds						
in terms of faculty,	facilities, support, and any other resources.					
in turnis or faculty,	racinacis, support, and any other resources.					

ANTICIPATE	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	3	3	4	4	5
EVENING	2	2	3	3	4

Fields with asterisk (\*) are required fields.

DISTANCE	6	8	8	7	10	
EDUCATION						
Describe Proces	s for Attaining &	The enrollment predictions are formulated using historical course				
Estimating Enrol		enrollment and		•		

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	

#### **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	Clinical	Delete
	-	Concentration:		-	Hours	Hours Credit H	Hours ours: 12	Row
First Sem						Credit	Odi 3 12	
ACCT	205	Intro to Financial Accounting	3	0	48	3	0	
ACCT	206	Intro to Managerial Accounting	3	0	48	3	0	
ACCT	210	Income Tax Accounting	3	0	48	3	0	
ACCT	212	Computerized Accounting	3	0	48	3	0	

#### **BENEFITS TO THE SYSTEM**

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

Because this program aligns to the industry-based credential QuickBooks Certificated User (Certiport), it is more appropriately classified as a Career and Technical Certificate.

KEYWORDS	-700	
Bookkeeping, bookkeeping, QuickBooks		 

Fields with asterisk (\*) are required fields.

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	
Additional Attachments (Allowed Extensions: .pdf)	

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# **BPCC Certified Production Technician - 03/08/2019**

TYPE OF PROI	POSED CHANG	GE: New Program	_			
PROGRAM NA	ME : Certified Pr	oduction Technicia	ın			
AWARD LEVE	L(S)		_			
For Board of Re	egents and LCT	CS Review:				
Name:						
			For	LCTCS Review:		
			Tec	chnical Diploma (T.D.)		
			Сег	rtificate of Technical St	tudies (C.T.S.)	
				reer and Technical Cert	, ,	
<u> </u>			TC	A - For Archive Purpos	se Only	
NAME OF PR	OGRAM(S) and	AWARD LEV	EL(S)			
C						
Stars: 5 Stars						
Name: Certified	d Production Techr	nician		Prog	gram Delivery	Mode: Standard
CIP: 15.0699	Cr	redit Hours: 6.00	Co	ntact Hours: 160.00	Career and Certificate	d Technical e (C.T.C)
IBC: Certified Production Technician	Issuing Body: Manufacturing Skill Standards Council (MSSC)	Course Title: Manufacturing Safety, Quality, and Measurements	Course Prefix: AMFG	Course Number: 107	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it
IBC: Certified Production Technician	Issuing Body: Manufacturing Skill Standards Council (MSSC)	Course Title: Manufacturing Processes, Production, and Maintenance Awareness	Course Prefix: AMFG	Course Number: 108	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it

## PROPOSED CHANGE

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

The Certified Production Technician (CPT) program is a 6-semester hour curriculum, preparing students to become certified production technicians and to work in entry level manufacturing related positions. The program is aligned with a national certification, Certified Production Technician by the Manufacturing Skill Standards Council.

IMPLEMENTATION DATE	
(Semester and Year)	

Spring 2019

#### HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

The Certified Production Technician program was initially approved as a Technical Competency Area (TCA) in the Spring of 2017. Because this program aligns to the industry-based credential (Certified Production Technician), it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

## JUSTIFICATION FOR THE PROPOSED CHANGE

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

The new CTC is stackable and will be the first credential in a three credential series (CTC, CTS, AAS) in Industrial Technology with a concentration in Manufacturing and Mechatronics that would allow students to graduate with the CTC and work while completing the subsequent credentials. It is aligned with a national certification, CPT by MSSC. The courses are offered after 6:30 p.m., allowing students with day jobs to attend.

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

Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No	
# - Full Time: 1	# - 0	#-0	
# - Part Time: 0			
	PLEMENTATION COSTS		
ADMINISTRATION and IM Department: How will this change affect th	PLEMENTATION COSTS  e administrative structure and/or allocatio	n of departmental funds in terms o	
Department :		n of departmental funds in terms o Library Resources :	

Education: A) Associate Degree B)None		Experience: A	A) 5 years B) 3 years	Certification: industry based co	
ANTICIPATED	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING	6	8	10	12	14
DISTANCE EDUCATION					
Describe Process Attaining & Esti Enrollment:	The enrolls related to t	ment prediction is his program and t	formulated from the number the history of enrollment	mber of students curn in those courses.	rently enrolled in courses
PROGRAM A	CCREDITATION:				
Is Program Ac Licensure or C Required?		No			
		Accreditation	n status:	N/A	
Type/Name of Accreditation, Certification R	Licensure or				
DESCRIBE IMP	LEMENTATION CO	STS (Include F	faculty, Facilities, Lil	prary Resources,	etc.)
PROGRAM CU	RRICULUM				

# FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department: Technology, Engineering, and Mathematics

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.

These courses are currently taught on a regular rotation and with established faculty. There will be no change that will occur related to administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.

Subjec t Code	Cours e Numb er	Course Title	Lectur e Hours	Lab Hours	Conta ct Hours	Credit Hours	Clinic al Hours
Program	n, Degree	or Concentration: Certified Production Technic	cian		Credit 1	Hours: 6.0	0
AMFG	107	Manufacturing Safety, Quality, and Measurements	3.00	2.00	80.00	3.00	0.00
AMFG	108	Manufacturing Processes, Production, and Maintenance Awareness	3.00	2.00	80.00	3.00	0.00

## BENEFITS TO THE SYSTEM

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

Because this program aligns to the industry-based credential Certified Production Technician, it is more appropriately classified as a Career and Technical Certificate.

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.

# **KEYWORDS**

Certified Production Technician, MSSC, CPT, Manufacturing Skill Standards Council, Manufacturing, Safety, Quality, Measurements, Production, Maintenance, Manufacturing processes

# **BPCC Business Communications - 03/06/2019**

TYPE OF PI						
PROGRAM	NAME : Bus	iness Communications				
AWARD LE	VEL(S)					
For Board o	Regents and	LCTCS Review:		<u>.</u>		
Name:						
			For LCTC	S Review:		
			Technical	Diploma (T.I	D.)	
			Certificate	of Technica	l Studies (C.T.S.	.)
			Career and	d Technical C	Certificate (C.T.C	C)
			TCA - For	· Archive Pur	pose Only	
	ROGRAM(S	) and AWARD LEV	EL(S)			
Stars: 5 Stars	ROGRAM(S	) and AWARD LEV	EL(S)	Pro	ogram Deliver	y Mode: Standa
Stars: 5 Stars Name: CIP: 52.0201	ROGRAM(S	) and AWARD LEV				y <b>Mode:</b> Standa d Technical e (C.T.C)
Stars: 5 Stars Name: CIP: 52.0201 IBC: Microsoft Office Excel	Issuing Body: Microsoft		O Contact Ho		Career and	d Technical e (C.T.C)  IBC Awarded upon Completion
Stars: 5 Stars  Name:  CIP: 52.0201  BC:  Microsoft  Office Excel  013	Issuing Body: Microsoft	Credit Hours: 12.6  Course Title: Computer Concepts	Course Cou Prefix: CIS Nur	purs: 192.00	Career and Certificate  Credits  Awarded:	d Technical e (C.T.C)  IBC Awarded upon Completion : No-Student
Stars: 5 Stars Name:	Issuing Body:	Credit Hours: 12.0  Course Title: Computer	Course Cou Prefix: CIS Nur	purs: 192.00 urse mber: 105	Career and Certificate  Credits  Awarded:	d Technical e (C.T.C)  IBC Awarded upon Completion : No-Student must Request

IBC: Microsoft Office Word	Issuing Body: Microsoft	Course Title: Computer Concepts	Course Prefix: CIS	Course Number: 105	Credits Awarded: 3.00	IBC Awarded upon
2013						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.

The Business Communications program provides students with the knowledge and skills necessary to utilize advanced business communications techniques throughout a wide range of industries and within varying organizational structures.

IMPLEMENTATION DATE (Semester and Year)	Spring 2019	
HISTORY OF PRIOR ACTIONS Provide an overview of changes to t	his program.	
The Business Communications program v Because this program aligns to the industr PowerPoint 2013 (Microsoft), and Micros Certificate. The program curriculum rema	ry-based credentials Microsoft Office Exc soft Office Word (Microsoft), it is more at	el 2013 (Microsoft), Microsoft Office
JUSTIFICATION FOR THE PROI Include support such as four-year u		and, advisory board information, etc.
The Business Communications program is implementation stages as a TCA, continue	is a viable program that, as determined in it is to respond to the needs of the communitie Excel 2013 (Microsoft), Microsoft Official vith the Louisiana Board of Regents Acadeschnical Certificate (CTC). The program	ts original development, approval, and ty. Because this program aligns to the the PowerPoint 2013 (Microsoft), and Microsoft emic Affairs Policy 2.15, it is more curriculum remains unchanged. Only the
STE(S) OF NEW PROGRAM OR	CURRICULUM MODIFICATION	: Main Campus
QUALIFIED FACULTY (Check all	that apply)	
Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 4	# - 0	# - 0
# - Part Time: 0		
ADMINISTRATION and IMPLEM	ENTATION COSTS	
Department :		
How will this change affect the admi	nistrative structure and/or allocatio	n of departmental funds in terms of:
Faculty:	Facilities :	Library Resources :
Support:	Related Fields:	Other:
MINIMUM CREDENTIALS REQU		
Education: Master of Business	Experience:	Certification:

Administration

<b>Department</b> : Bu	siness					
Describe how thi of faculty, facilit	is change wi ies, support,	ll affect the adı and any other	ministrativ resources	e structure and/or :	allocation of depar	tmental funds in term
These courses are coo administrative str	urrently taugh ructure and/or	nt on a regular rote allocation of dep	ation and wi	ith established faculty. ands in terms of faculty	There will be no char, facilities, support, an	nge that will occur related any other resources.
ANTICIPATED	ENROLLM	IENT:				
Students	Year One	e Year	Two	Year Three	Year Four	Year Five
DAY	5	5		7	7	7
EVENING	1	1		1	2	2
DISTANCE EDUCATION	6	8		8	8	10
Describe Process Attaining & Esti Enrollment:		The enrollment	predictions	are formulated using h	istorical course enroll	ment and completer data.
PROGRAM A	CCREDITA	TION				
Is Program Ac Licensure or C Required?	creditation,	· · ·				
		Acc	creditatio	ı status:	N/A	
Type/Name of Program Accreditation, Licensure or Certification Required:		r				
ESCRIBE IMP	LEMENTA	TION COSTS	(Include F	Saculty, Facilities, L	ibrary Resources,	etc.)

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.

Subjec t Code	Cours e Numb er	Course Title	Lectur e Hours	Lab Hours	Conta ct Hours	Credit Hours	Clinic al Hours
------------------	--------------------------	--------------	----------------------	--------------	----------------------	-----------------	-----------------------

Progra	Program, Degree or Concentration: Business Communications			Credit	Credit Hours: 12.00		
ENGL	102	Composition and Rhetoric II	3.00	0.00	48.00	3.00	0.00
CIS	105	Computer Concepts	3.00	0.00	48.00	3.00	0.00
CIS	115	Software Applications	3.00	0.00	48.00	3.00	0.00
BADM	220	Business Communications	3.00	0.00	48.00	3.00	0.00

#### BENEFITS TO THE SYSTEM

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

Because this program aligns to the industry-based credentials Microsoft Office Excel 2013 (Microsoft), Microsoft Office PowerPoint 2013 (Microsoft), and Microsoft Office Word (Microsoft), it is more appropriately classified as a Career and Technical Certificate.

#### **KEYWORDS**

Business Communication, business communication, Microsoft, Excel, PowerPoint, Word

with asterisk (\*) are required fields.

TYPE OF PROPOSED CHANGE	
xNew Program Curriculum Modification	Curriculum AdoptionArchived Curriculum
Program Name:* Media for the Ministry	
AWARD LEVEL(S)	
For Board of Regents and LCTCS Review:	For LCTCS Review:
Associate of Applied Science (AAS)	Technical Diploma (TD)
Associate of Science (AS)	Certificate of Technical Studies (CTS)
Associate of Arts	X Career and Technical Certificate (CTC)
Post Associate Certificate	TCA – For Archive Purpose Only
Other Associate Degree	
Name:	
Certificate of Applied Science (CAS)	
Certificate of General Studies (CGS)	
NAME OF PROGRAM(S) AND AWARD LEVEL(S)	
5 Stars 4 Stars 3 Stars	2 Stars 1 Stars
Name: Media for the Ministry	Program Delivery Mode:
2007	X Standard
	Hybrid
	Online
CIP: 10.0202 Credit Hours: 12 Contact	Hours: 180 Award Level: (same as Award level above)
IBC: Adobe Certified Associate (ACA) in Photoshop	
Name of Course: Adobe Photoshop Course Prefix	
Credit hours: 3 IBC Awarded Upon Completic	
	X No- Test is Required
	No- Student Must Request It
+ Add More Career and Technical CTC Data	The Stadelit Mast Request it
The trace dured and reclinical ere bata	
PROPOSED CHANGE	
a) For New Programs, state the purpose and object	tive: h) For Curriculum Madifications state
previous credit and clock hours; c) For Program Te	
For Curriculum Adoption, state the college from w	
was approved by LCTCS.	men curriculum is being adopted and the date it
The Media for the Ministry program provides training	ng that amphasians the skills manded for a site
level positions. There is no change in credit or clock	
rever positions. There is no change in credit of Clock	nours from the previous classification.
IMPLEMENTATION DATE (Samostor and Vocal)	Spring 2010
IMPLEMENTATION DATE (Semester and Year)	Spring 2019

with asterisk (\*) are required fields.

			-				
HISTO	JKY.	OF	PK	IOR	ACT	IOI	NS

Provide an overview of changes to this program.

The Media for the Ministry program was initially approved as a Technical Competency Area (TCA) on March 13, 2002. Because this program aligns to the industry-based credential, Adobe Certified

Associate (ACA) in Photoshop, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

#### JUSTIFICATION FOR THE PROPOSED CHANGE

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

The Media for the Ministry program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop, in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. It will continue to "stack" into the Certificate of Technical Studies (CTS) in Communication Media and into the Associate of Applied Science (AAS) in Communication Media. Only the program classification is being modified.

SITE(S) OF NEW PROGRAM	OR CURRICULUM	MODIFICATION	SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION						
X Main Campus	All Campuses	Sites (list below)	Distance Education						
+ Add More Sites									
QUALIFIED FACULTY (Check									
X Use Existing Faculty	Hire A	Adjunct Faculty	Hire Full-Time Faculty						
#-Full Time: <u>2</u>	#:		#:						
#-Part Time: _1									
MINIMUM CREDENTIALS RE	QUIRED FOR FACU	LTY							

with asterisk (\*) are required fields.

Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Film and Media Production, Digital Media, Film Production,	with at least 18 graduate semester hours in any combination of the qualifying fields: Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Film and Media Production,	Experience: No Requirement	Certification: No Requirement
olgital Wedia, Film Floudction,	Media Arts: Filmmaking, Digital		
	Digital Arts, Media Arts,		
Media, Music, Animation & Digital Arts, Media Arts,			
Media, Music, Animation & Digital Arts, Media Arts, Advertising & Public Relations,			

FISCAL IMPACT: A	ADMINISTRATION and IMPLEMENTATION COSTS
Department:	Communication and Performing Arts Division
	change will affect the administrative structure and/or allocation of departmental faculty, facilities, support, and any other resources.
changes to the ad	currently taught on a regular rotation and with established faculty. There are no ministrative structure and/or allocation of departmental funds in terms of faculty, and any other resources.

ANTICIPATED	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	53	44	36	41	17
EVENING					
DISTANCE EDUCATION					
Describe Proce Estimating Enr	ess for Attaining & ollment:	most recent f of students w	listed above repre ive years of the pre tho enrolled in the colled in spring 201	ogram. Year 5 re program in fall 2	flects the number

PROGRAM ACCREDITATION:	

with asterisk (\*) are required fields.

Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	N/A

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	Course	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number	Title	Hours	Hours	Hours	Hours	Hours	Row
Program,	Degree or C	oncentration	ı: <u>Media fo</u>	r the Minis	try	Credit Ho	ours:12	
First Seme	ester							
COMM	102	Live Video Production		0	3	3	0	
сомм	202	Video Editing	3	0	3	3	0	
COMM	216	Adobe Photoshop	3	0	3	3	0	
COMM	225	Audio Production in Media	3	0	3	3	0	

#### **BENEFITS TO THE SYSTEM**

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

Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop, it is more appropriately classified as a Career and Technical Certificate (CTC).

KEYWORDS	= 2//8				- 87
Adobe, Adobe Certified Associa	ite, Photoshop			-	

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	
Additional Attachments (Allowed Extensions: .pdf)	

Save

LCTCS College Curriculum Database Fields vith asterisk (*) are required fields.			
Subm	it Back		

Fields with asterisk (\*) are required fields.

TYPE OF PROPOSED CHANGE	2
xNew Program Curriculum Modification	Curriculum Adoption Archived Curriculum
Program Name:* Graphic Design	
2000	
AWARD LEVEL(S)	
For Board of Regents and LCTCS Review:	For LCTCS Review:
Associate of Applied Science (AAS)	Technical Diploma (TD)
Associate of Science (AS)	Certificate of Technical Studies (CTS)
Associate of Arts	X Career and Technical Certificate (CTC)
Post Associate Certificate	TCA – For Archive Purpose Only
Other Associate Degree	
Name:	
Certificate of Applied Science (CAS)	
Certificate of General Studies (CGS)	
NAME OF PROGRAM(S) AND AWARD LEVEL(S)	
5 Stars X 4 Stars 3 Stars	2 Stars 1 Stars
Name: Graphic Design	Program Delivery Mode:
	X Standard
	Hybrid
	Online
CIP: 50.0409 Credit Hours: 12 Contact	Hours: 180 Award Level: (same as Award level above)
IBC: Adobe Certified Associate (ACA) in Photoshop	Issuing Body: Adobe and Certiport
Name of Course: Adobe Photoshop Course Prefix	: COMM Course Number: 216
Credit hours: 3 IBC Awarded Upon Completic	
	_X No- Test is Required
100 4 1 4 0 100 100 100 100 100 100 100	No- Student Must Request It
IBC: Adobe Certified Associate (ACA) in Illustrator	Issuing Body: Adobe and Certiport
Name of Course: Adobe Illustrator Course Prefix:	COMM Course Number: 218
Credit hours: 3 IBC Awarded Upon Completic	
	X No- Test is Required
	No- Student Must Request It
	4.7
PROPOSED CHANGE	
a) For New Programs, state the purpose and objec	tive; b) For Curriculum Modifications, state
previous credit and clock hours; c) For Program Te	rmination, state program and all award levels; d)
For Curriculum Adoption, state the college from w	hich curriculum is being adopted and the date it
was approved by LCTCS.	
The Graphic Design program provides training that	emphasizes the skills needed for entry level
positions. There is no change in credit or clock hour	s from the previous classification.
IMPLEMENTATION DATE (Semester and Year)	Spring 2019

Fields with asterisk (\*) are required fields.

н	ICT	<b>OPV</b>	OF	<b>PRIOF</b>	ACT	PIONE
П	131	UNI	UF	PNIUT	L ALI	IUNS

Provide an overview of changes to this program.

The Graphic Design program was initially approved as a Technical Competency Area (TCA) on November 8, 2006. Because this program aligns to the industry-based credentials, Adobe Certified Associate (ACA) in Photoshop and Adobe Certified Associate (ACA) in Illustrator, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. It will continue to "stack" into the Certificate of Technical Studies (CTS) in Communication Media and into the Associate of Applied Science (AAS) in Communication Media. Only the program classification is being modified.

#### JUSTIFICATION FOR THE PROPOSED CHANGE

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Communication and Performing Arts Division

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

The Graphic Design program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credentials, Adobe Certified Associate (ACA) in Photoshop and Adobe Certified Associate (ACA) in Illustrator, in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

X Main CampusAl	I Campuses	Sites (list below)	Distance Education
+ Add More Sites			
<b>QUALIFIED FACULTY (Check all</b>	that apply)		
X Use Existing Faculty	Hire Adjur	nct Faculty	Hire Full-Time Faculty
#-Full Time: _2	#:	,	#:
#-Part Time:		İ	<del></del>
MINIMUM CREDENTIALS REQU	IRED FOR FACULTY		
Education: Master's degree	Experience: No R	equirement	Certification: No Requirement
with at least 18 graduate			•
semester hours in any			
combination of the qualifying			
fields: Animation & Digital Arts,			
Media Arts, Digital Media,			
Advertising & Public Relations,			
and Graphic Design			
			<del></del>

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.

Fields with asterisk (\*) are required fields.

These courses are currently taught on a regular rotation and with established faculty. There are no changes to the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.

ANTICIPATED	ENROLLMENT:	197132				
Students	Year One	Year Two	Year Three	Year Four	Year Five	
DAY	43	22	42	55	52	
EVENING						
DISTANCE		1.				
EDUCATION						
Describe Process for Attaining & Estimating Enrollment:		The numbers listed above represent program enrollment for the most recent five years of the program. Year 5 reflects the number of students who enrolled in the program in fall 2018 and those currently enrolled in spring 2019.				

PROGRAM ACCREDITATION:	-24-
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	N/A

#### 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	Course	Course	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number	Title	Hours	Hours	Hours	Hours	Hours	Row
Program, I	Degree or C	oncentration	n: <u>Graphic D</u>	esign		Credit Hou	ırs: <u>12</u>	
First Seme	ster							
СОММ	223	Publication	3	0	3	3	0	
		Design						
COMM	216	Adobe	3	0	3	3	0	
		Photoshop						
COMM	218	Adobe	3	0	3	3	0	
		Illustrator						
COMM	219	2D	3	0	3	3	0	
		Graphics						

RENEE	ITS TO	THE	SYSTEM

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

Fields with asterisk (\*) are required fields.

Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop and Adobe Certified Associate (ACA) in Illustrator, it is more appropriately classified as a Career and Technical Certificate (CTC).

KEYWORDS	
Adobe, Adobe Certified Associate, Photoshop, Illustrator	

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	
Additional Attachments (Allowed Extensions: .pdf)	

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TYPE OF PROPOSED CHANGE	
New ProgramX Curriculum Modification	Curriculum AdoptionArchived Curriculum
Program Name:* Photography	
AWARD LEVEL(S)	
For Board of Regents and LCTCS Review:	For LCTCS Review:
Associate of Applied Science (AAS)	
Associate of Science (AS)	Technical Diploma (TD)
Associate of Arts	Certificate of Technical Studies (CTS)
Post Associate Certificate	X Career and Technical Certificate (CTC)
Other Associate Degree	TCA – For Archive Purpose Only
Name:	
Certificate of Applied Science (CAS)	
Certificate of Applied Science (CAS)  Certificate of General Studies (CGS)	
certificate of General Studies (CGS)	
NAME OF PROGRAM(S) AND AWARD LEVEL(S)	
5 StarsX 4 Stars 3 Stars	2 Stars 1 Stars
Name: Photography	Program Delivery Mode:
, and the second	X Standard
	Hybrid
	Online
CIP: 10.0201 Credit Hours: 12 Contact	Hours: 180 Award Level: (same as Award level above)
IBC: Adobe Certified Associate (ACA) in Photoshop	Issuing Rody: Adoba and Cortinort
Name of Course: Adobe Photoshop Course Prefix	COMM Course Number: 316
Credit hours: 3 IBC Awarded Upon Completic	on? Ves No Partial Possirements
ibe Awarded Open Completic	No- Test is Required
	No- Yest is Required No- Student Must Request It
+ Add More Career and Technical CTC Data	No-student Must Request It
That More career and Technical CTC Data	
PROPOSED CHANGE	
a) For New Programs, state the purpose and object	tive; b) For Curriculum Modifications, state
previous credit and clock hours; c) For Program Te	
For Curriculum Adoption, state the college from w	hich curriculum is being adopted and the date it
was approved by LCTCS.	
The Photography program provides training that en	nphasizes the skills needed for entry level
positions. There is no change in credit or clock hour	's from the previous classification.
INADI CAACAITATION DATE (C	
IMPLEMENTATION DATE (Semester and Year)	Spring 2019
HISTORY OF PRIOR ACTIONS	
Provide an overview of changes to this program.	
The Photography program was initially approved as	a Technical Competency Area (TCA) on March 12
2002. Because this program aligns to the industry-b	ased credential. Adobe Certified Associate (ACA)

Fields with asterisk (\*) are required fields.

in Photoshop, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

#### JUSTIFICATION FOR THE PROPOSED CHANGE

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

The Photography program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop, in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. It will continue to "stack" into the Certificate of Technical Studies (CTS) in Communication Media and into the Associate of Applied Science (AAS) in Communication Media. Only the program classification is being modified.

X	Main Campus	_All Campuses	Sites (list below	) Distance Education
+ Ad	d More Sites			
QUA	LIFIED FACULTY (Check	all that apply)	#W ====================================	12
X	Use Existing Faculty	Hire A	djunct Faculty	Hire Full-Time Faculty
	#-Full Time: 1	#:	•	#:
	#-Part Time:		<del></del>	
MIN	MUM CREDENTIALS REC	QUIRED FOR FACUL	TY	
Educ	ation: Bachelor's degre	e Experience: I	No Requirement	Certification: No Requiremen
in or	ne of the qualifying field		·	
Digit	al Media, Photography,			
Stud	io Art, Visual			1.0
Com	munication, Animation 8	<u> </u>		
Digit	al Arts, Media Arts,			
Adve	rtising & Public Relation	ıs,		
	hic Design			

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS			
Department: Communication and Performing Arts Division			
	is change will affect the administrative structure and/or allocation of departmental		
funds in terms o	f faculty, facilities, support, and any other resources.		
	e currently taught on a regular rotation and with established faculty. There are no dministrative structure and/or allocation of departmental funds in terms of faculty,		
facilities, suppor	t, and any other resources.		

ANTICIPATED ENROLLMENT:		
The state of the s		

Fields with asterisk (\*) are required fields.

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	83	56	48	56	64
EVENING					
DISTANCE		1			-3 -5
EDUCATION					
Describe Process for Attaining & Estimating Enrollment:		most recent f	listed above repre five years of the pre tho enrolled in the colled in spring 201	ogram. Year 5 re program in fall 2	flects the number

PROGRAM ACCREDITATION:			
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation X No Accreditation Required		
Type/Name of Program Accreditation, Licensure or Certification Required:	N/A		

Pi	₹Qı	GR/	M	CU	RRI	CU	LU	М
----	-----	-----	---	----	-----	----	----	---

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	Course	Course	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number	Title	Hours	Hours	Hours	Hours	Hours	Row
Program,	Degree or C	oncentration:	Photograp	hy		Credit Ho	urs:12	1
First Seme	ester							
COMM	160	Photography	3	0	3	3	0	
COMM	216	Adobe	3	0	3	3	0	
		Photoshop						
COMM	220	Photoshop	3	0	3	3	0	
		Compositing						
COMM	267	Portrait	3	0	3	3	0	
		Photography						

### **BENEFITS TO THE SYSTEM**

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

Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop, it is more appropriately classified as a Career and Technical Certificate (CTC).

KEYWORDS					
Adobe, Adobe Certified Associat	e, Photosh	op		III .	

Fields with asterisk (\*) are required fields.

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	
Additional Attachments (Allowed Extensions: .pdf)	

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TYPE OF PROPOSED CHANGE	
x New Program Curriculum Modification	Curriculum Adoption
Program Name:*   Sound Recording Technology	
AWARD LEVEL(S)	1
For Board of Regents and LCTCS Review:	For LCTCS Review:
Associate of Applied Science (AAS)	Technical Diploma (TD)
Associate of Science (AS)	Certificate of Technical Studies (CTS)
Associate of Arts	X Career and Technical Certificate (CTC)
Post Associate Certificate	TCA – For Archive Purpose Only
Other Associate Degree	
Name:	
Certificate of Applied Science (CAS)	
Certificate of General Studies (CGS)	
	<u> </u>
NAME OF PROGRAM(S) AND AWARD LEVEL(S)	
5 Stars 3 Stars 3 Stars	2 Stars 1 Stars
Name: Sound Recording Technology	Program Delivery Mode:
	X Standard
	Hybrid
	Online
CIP: 10.0203 Credit Hours: 12 Contact	t Hours: 180 Award Level: (same as Award level above)
IBC: Adobe Certified Associate (ACA) in Photoshop	
Name of Course: Adobe Photoshop Course Prefi	
Credit hours: 3 IBC Awarded Upon Completi	
	X No- Test is Required
	No- Student Must Request It
+ Add More Career and Technical CTC Data	No stadelit was nequest it
- ridd More Career and Technical Cie Bata	
PROPOSED CHANGE	
a) For New Programs, state the purpose and obje	ctive: b) For Curriculum Modifications, state
	ermination, state program and all award levels; d)
For Curriculum Adoption, state the college from v	The state of the s
was approved by LCTCS.	and an in a soul of an a state of the
The Sound Recording Technology program provide	es training that emphasizes the skills needed for
entry level positions. There is no change in credit of	
the first positions. There is no change in treuit t	Took hours from the previous classification.
IMPLEMENTATION DATE (Semester and Year)	Spring 2019
HISTORY OF PRIOR ACTIONS	
Provide an overview of changes to this program.	
The Sound Recording Technology program was init	tially approved as a Technical Competency Area
(TCA) on November 8, 2006. Because this program	
The state of the state of the state of the program of the program of the state of t	onding to the meastry based credefillar, Adobe

Fields with asterisk (\*) are required fields.

Certified Associate (ACA) in Photoshop, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

#### JUSTIFICATION FOR THE PROPOSED CHANGE

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

The Sound Recording Technology program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop, in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. It will continue to "stack" into the Certificate of Technical Studies (CTS) in Communication Media and into the Associate of Applied Science (AAS) in Communication Media. Only the program classification is being modified.

SITE(	S) OF NEW PROG	RAM OR CURRICULUM N	ODIFICATION	
X	Main Campus	All Campuses	Sites (list below)	Distance Education
+ Ado	More Sites			

QUALIFIED FACULTY (Check all the	nat apply)	11222
X Use Existing Faculty	Hire Adjunct Faculty	Hire Full-Time Faculty
#-Full Time: <u>1</u>	#:	#:
#-Part Time:3_	•	
MINIMUM CREDENTIALS REQUIR	ED FOR FACULTY	*
Education: Associate degree in one of the qualifying fields: Digital Media, Music, Telecommunication	Experience: No Requirement	Certification: No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS					
Department:	Communication and Performing Arts Division				
Describe how thi	s change will affect the administrative structure and/or allocation of departmental				
funds in terms of	faculty, facilities, support, and any other resources.				
These courses ar	e currently taught on a regular rotation and with established faculty. There are no				
changes to the a	dministrative structure and/or allocation of departmental funds in terms of faculty,				
facilities, suppor	t, and any other resources.				

ANTICIPATED	ANTICIPATED ENROLLMENT:							
Students	Year One	Year Two	Year Three	Year Four	Year Five			
DAY	76	46	47	46	42			

Fields with asterisk (\*) are required fields.

EVENING	
DISTANCE EDUCATION  Describe Process for Attaining & The numbers listed above represent program enrollment f most recent five years of the program. Year 5 reflects the of students who enrolled in the program in fall 2018 and the program of the program in fall 2018 and the program of the pro	
EDUCATION	
_	The numbers listed above represent program enrollment for the most recent five years of the program. Year 5 reflects the number of students who enrolled in the program in fall 2018 and those currently enrolled in spring 2019.

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation X No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	N/A

#### 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	Course	Course	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number	Title	Hours	Hours	Hours	Hours	Hours	Row
Program,	Degree or C	oncentration	: <u>Sound Re</u>	cording Te	hnology	Credit He	ours:12	
First Seme	ester							
сомм	216	Adobe Photoshop	3	0	3	3	0	
COMM	290	Pro Tools	3	0	3	3	0	
COMM	292	Pro Tools II	3	0	3	3	0	
сомм	294	Studio Production	3	0	3	3	0	

#### **BENEFITS TO THE SYSTEM**

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

Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Photoshop, it is more appropriately classified as a Career and Technical Certificate (CTC).

KEYWORDS	
Adobe, Adobe Certified Associate, Photoshop	

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	

Additional Attachments (Allowed Extensions: .pdf)					
Submit	Back				

xNew Program Curriculum Modification	Curriculum Adoption Archived Curriculur
Program Name:*   TV Production	Archived curricular
AWARD LEVEL(S)	
For Board of Regents and LCTCS Review:	For LCTCS Review:
Associate of Applied Science (AAS)	Technical Diploma (TD)
Associate of Science (AS)	Certificate of Technical Studies (CTS)
Associate of Arts	X Career and Technical Certificate (CTC)
Post Associate Certificate	TCA – For Archive Purpose Only
Other Associate Degree	
Name:	
Certificate of Applied Science (CAS)	
Certificate of General Studies (CGS)	
NAME OF PROGRAM(S) AND AWARD LEVEL(S)	
5 Stars 4 Stars X 3 Stars	2 Stars 1 Stars
Name: TV Production	Program Delivery Mode:
	X Standard
	Hybrid
	Online
CIP: 10.0202 Credit Hours: 12 Conta	act Hours: 180 Award Level: (same as Award level above)
BC: Adobe Certified Associate (ACA) in Premiere I	
Name of Course: Video Editing Course P	
	tion? Yes No- Partial Requirements
is care floats. <u>5 100 Awarded opon complet</u>	X No- Test is Required
	No- Yest is Required No- Student Must Request It
Add More Career and Technical CTC Data	No- Student Must Request it
Add More Career and Technical CTC Data	<u> </u>
PROPOSED CHANGE	
a) For New Programs, state the purpose and obje	
	ermination, state program and all award levels; d
	which curriculum is being adopted and the date it
was approved by LCTCS.	
The TV Production program provides training that	emphasizes the skills needed for entry level
positions. There is no change in credit or clock ho	urs from the previous classification.
MPLEMENTATION DATE (Semester and Year)	Spring 2019
HISTORY OF PRIOR ACTIONS	
Provide an overview of changes to this program.	
he TV Production program was initially approved	as a Technical Competency Area (TCA) on March
13, 2002. Because this program aligns to the indus	stry-based credential, Adobe Certified Associate

Fields with asterisk (\*) are required fields.

(ACA) in Premiere Pro, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

### JUSTIFICATION FOR THE PROPOSED CHANGE

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

The TV Production program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential, Adobe Certified Associate (ACA) in Premiere Pro, in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. It will continue to "stack" into the Certificate of Technical Studies (CTS) in Communication Media and into the Associate of Applied Science (AAS) in Communication Media. Only the program classification is being modified.

X Main Campus All	Campuses	Sites (list below)	Distance Education
+ Add More Sites			
QUALIFIED FACULTY (Check all t	hat apply)		
X Use Existing Faculty		djunct Faculty	Hire Full-Time Faculty
#-Full Time: <u>1</u>	#:		#:
#-Part Time:			<del></del>
MINIMUM CREDENTIALS REQUIF	RED FOR FACUL	TY	
Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication	Experience:	No Requirement	Certification: No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS			
Department:	Communication and Performing Arts Division		
Describe how th	is change will affect the administrative structure and/or allocation of departmental		
	f faculty, facilities, support, and any other resources.		
These courses ar	e currently taught on a regular rotation and with established faculty. There are no		
changes to the a	dministrative structure and/or allocation of departmental funds in terms of faculty,		
	t, and any other resources.		

Fields with asterisk (\*) are required fields.

ANTICIPATED	ENROLLMENT:				
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	62	44	28	40	41
EVENING					-
DISTANCE					
EDUCATION					
Describe Proce Estimating Enr	ess for Attaining & ollment:	most recent f of students w	listed above repre ive years of the pre tho enrolled in the olled in spring 201	ogram. Year 5 re program in fall 2	flects the number

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation Optional Accreditation Recommended Accreditation X No Accreditation Required
Type/Name of Program Accreditation, Licensure or Certification Required:	N/A

### **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	Course	Course	Lecture	Lab	Contact	Credit	Clinical	Delete
Code	Number	Title	Hours	Hours	Hours	Hours	Hours	Row
Program,	Degree or C	oncentration:	TV Product	tion		Credit Ho	urs: 12	
First Seme	ester			-				
СОММ	102	Live Video Production	3	0	3	3	0	
СОММ	205	Television Directing	3	0	3	3	0	
СОММ	201	Video Post Production	3	0	3	3	0	
COMM	202	Video Editing	3	0	3	3	0	

#### **BENEFITS TO THE SYSTEM**

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

Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Premiere Pro, it is more appropriately classified as a Career and Technical Certificate (CTC).

KEYWORDS	
Adobe, Adobe Certified Associate, Premiere Pro	

Fields with asterisk (\*) are required fields.

Financial Documents (Allowed Extensions: .pdf)	
Academic Course Development Sheets (Allowed Extensions: .pdf)	
Curricula Map (Allowed Extensions: .pdf)	
Additional Attachments (Allowed Extensions: .pdf)	

Save

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# **BPCC Computer Animation - 03/06/2019**

PROGRAM NAMI AWARD LEVEL(S For Board of Reger Name:	5)					
For Board of Rege	<u>,                                      </u>	CS Review:	-			
For Board of Rege	<u>,                                      </u>	CS Review:				
	nts and LCT	CS Review:				
Name:			1			
			F	For LCTCS Review:		
				Technical Diploma (T.D.)		
				Certificate of Technical St	tudies (C.T.S.)	
				Career and Technical Cert	ificate (C.T.C)	
				TCA - For Archive Purpos	se Only	
NAME OF PROC	GRAM(S) and	I AWARD LEV	EL(S)			
64 00						
Stars: 2 Stars						
Name: Computer A	Animation			Pro	gram Delivery	Mode: Standard
CIP: 10.0304	Cı	redit Hours: 12.0	00	Contact Hours: 180.00	Career an	d Technical
				20.00	Certificate	
	ssuing	Course Title:	Course		Credits	IBC
	ody: Adobe	Adobe	Prefix:		Awarded:	Awarded
(ACA) in	nd Certiport	Photoshop	COMM		3.00	upon Completion
Photoshop						: No-Test is
						Required

The Computer Animation program was initially approved as a Technical Competency Area (TCA) on March 13, 2002. Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Premiere Pro, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. Only the program classification is being modified.

### JUSTIFICATION FOR THE PROPOSED CHANGE

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

FISCAL IMPACT: ADMINISTRAT	ΓΙΟΝ and IMPLEMENTATION C	OSTS
Department: Communication and Perfo	orming Arts Division	
MINIMUM CREDENTIALS REQU	JIRED FOR FACULTY	
Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Animation & Digital Arts, Media Arts, Digital Media, Advertising & Public Relations, and Graphic Design	Experience: No Requirements	Certification: No Requirements
ADMINISTRATION and IMPLEM	ENTATION COSTS	
Department :		
How will this change affect the admi	nistrative structure and/or allocatio	on of departmental funds in terms of:
Faculty:	Facilities:	Library Resources :
Support :	Related Fields :	Other:
QUALIFIED FACULTY (Check all	that apply)	
Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 2	# - 0	# - 0
# - Part Time: 0		

The Computer Animation program is a viable program that, as determined in its original development, approval, and implementation stages as a TCA, continues to respond to the needs of the community. Because it aligns to the industry-based credential, Adobe Certified Associate (ACA) in Premiere Pro, in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Career and Technical Certificate (CTC). The program curriculum remains unchanged. It will continue to "stack" into the Certificate of Technical Studies (CTS) in Communication Media and into the Associate of Applied Science (AAS) in Communication Media. Only the program classification is being modified.

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

### 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.

Subjec t Code	Cours e Numb er	Course Title	Lectur e Hours	Lab Hours	Conta ct Hours	Credit Hours	Clinic al Hours
------------------	--------------------------	--------------	----------------------	--------------	----------------------	-----------------	-----------------------

Program, Degree or Concentration: Computer Animation					Credit Hours: 12.00			
СОММ	216	Adobe Photoshop	3.00	0.00	3.00	3.00	0.00	

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.

These courses are currently taught on a regular rotation and with established faculty. There are no changes to the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.

	ACCREDITATION	:					
Is Program Accreditation, Licensure or Certification Required?  Type/Name of Program Accreditation, Licensure or Certification Required:		No					
		Accreditation	status:	N/A	N/A		
Certification	Required:						
		N COSTS (Include	Faculty, Facilities, I	Library Resources,	etc.)		
		N COSTS (Include	Faculty, Facilities, I	Library Resources,	etc.)		
DESCRIBE I			Faculty, Facilities, I	Library Resources,	etc.)		
DESCRIBE I	MPLEMENTATIO		Faculty, Facilities, I	Library Resources,	etc.) Year Five		

EVENING	L			
DISTANCE EDUCATION	L	J		
Describe Process Attaining & Esti Enrollment:		program	number of stude	nost recent five years of the the program in fall 2018 and

СОММ	239	Adobe After Effects	3.00	0.00	3.00	3.00	0.00	
СОММ	246	2D Animation	3.00	0.00	3.00	3.00	0.00	1
СОММ	236	3D Modeling	3.00	0.00	3.00	3.00	0.00	

# BENEFITS TO THE SYSTEM

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

Because this program aligns to the industry-based credential, Adobe Certified Associate (ACA) in Premiere Pro, it is more appropriately classified as a Career and Technical Certificate (CTC).

### **KEYWORDS**

Adobe, Adobe Certified Associate, Photoshop