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: 05/27/2019

APPROVED
LCTCS BOARD OF SUPERVISORS
6/12/19

FOR BOARD ACTION:

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

Program Additions

1. Associate of Applied Science (AAS), Culinary Arts (CIP 12.0503) – **5 STARS**

    a. Technical Diploma (TD), Culinary Arts (CIP 12.0503) – **5 STARS**

2. Associate of Applied Science (AAS), Fire Science (CIP 43.0202) – **4 STARS**

    a. Certificate of Technical Studies (CTS), Fire Science (CIP 43.0202) – **4 STARS**

3. Technical Diploma (TD), Medicolegal Death Investigation (CIP 43.011) – **4 STARS**

4. Technical Diploma (TD), Multimedia Specialist (CIP 50.0401) – **4 STARS**

    a. Certificate of Technical Studies (CTS), Multimedia Specialist (CIP 50.0401) – **4 STARS**

5. Certificate of Technical Studies (CTS), Scene Design (CIP 50.0599) – **5 STARS**

6. Certificate of Technical Studies (CTS), Lighting Design, (CIP 50.0599) – **5 STARS**

7. Certificate of Technical Studies (CTS), Directing, (CIP 50.0599) – **5 STARS**

8. Certificate of Technical Studies (CTS), Theatre Technician, (CIP 50.0599) – **5 STARS**

9. Certificate of Technical Studies (CTS), Costume Design, (CIP 50.0599) – **5 STARS**

10. Certificate of Technical Studies (CTS), Acting, (CIP 50.0599) – **5 STARS**

11. Certificate of Technical Studies (CTS) Video Production (CIP 10.0201) – **4 STARS**

12. Certificate of Technical Studies (CTS), Digital Photography (CIP 50.0605) – **4 STARS**

13. Certificate of Technical Studies (CTS), Computer Animation (CIP 50.0102) – **4 STARS**

14. Certificate of Technical Studies (CTS), Audio Technology (CIP 10.0203) – **4 STARS**

15. Certificate of Technical Studies (CTS), Graphic Design (CIP 50.0409) – **4 STARS**

16. Career and Technical Certificate (CTC) Video Editing, (CIP 10.0201) with an IBC in Adobe Certified Associate (ACA) in Premiere Pro from Adobe and Certiport – **4 STARS**

17. Career and Technical Certificate (CTC) Network Security (CIP 11.1001) with IBCs in A+, Network +, and Security+ from CompTIA – **5 STARS**

Program Modifications

18. Associate of Applied Science (AAS), Engineering Technology with concentrations in Engineering Graphics, Automation and Controls, Advanced Manufacturing and Mechatronics, and newly proposed Industrial Maintenance (CIP 15.0612) – **4 STARS**

Background: Bossier Parish Community College (BPCC) is requesting to add a new Associate of Applied Science (AAS) and Technical Diploma (TD) in Culinary Arts. BPCC currently offers the Certificate of Technical Studies (CTS) in Culinary Arts. While the purpose of the CTS is to prepare graduates for entry-level positions in the restaurant industry, a new AAS and TD will provide knowledge and skills to build upon and qualify for more advanced positions in the culinary industry. The proposed expansion will support regional opportunities, industry scale, and culinary-centric job growth.

Bossier Parish Community College (BPCC) is requesting to add a new Associate of Applied Science (AAS) and Certificate of Technical Studies (CTS) in Fire Science. The proposed expansion will provide a structured program of college-level education based on the Fire and Emergency Services Higher Education (FESHE) national model curriculum. The original investigation into the feasibility of BPCC offering an associate degree in Fire Science was based upon a request from local fire departments.

Bossier Parish Community College (BPCC) is requesting to add a Technical Diploma (TD) in Medicolegal Death Investigation. This specialized training is relevant to criminal investigation with an emphasis on forensic skills necessary for death scene investigation.

Bossier Parish Community College (BPCC) is requesting to add several certificates within the Performing Arts program to prepare students with relevant course work and practical experience in theatre. Similarly, the proposed certificates and diploma in Communication Media will prepare students for various roles by providing targeted training and short term certificates within a larger program.

Bossier Parish Community College (BPCC) is requesting to add a Career and Technical Certificate (CTC) in Network Security within the current Cyber Technology curriculum

allowing students to earn a several IBCs while continuing to work towards an Associate of Applied Science degree.

Bossier Parish Community College (BPCC) is requesting to change the name of the Associate of Applied Science (AAS) in Industrial Technology to Engineering Technology to stay current with industry language and for marketing and recruiting purposes. The Advisory Board agreed to the name change.

Fiscal Impact: Two new Part-Time Lab Techs will be added to help facilitate the full-time faculty/chefs' directed instruction and students' skills-mastery-progression in the Culinary Arts program.

A full-time Program Director will be hired for the Fire Science program. Following the standard practice for BPCC Program Directors, the Program Director of the Fire Science program will concurrently direct the program while teaching classes.

As the other programs have been in place for a number of years, only changes in the credential designations are 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 curriculum is aligned to industry needs and better able to prepare students for successful entry into the workforce.

_____   6-12-19
Approved for Recommendation to the Board   Date
Dr. Monty Sullivan

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Photography

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)

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NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 4 Stars

Name: Photography	**Program Delivery Mode:** Standard

CIP: 50.0605	**Credit Hours:** 24.00	**Contact Hours:** 360.00	Certificate of Technical Studies (C.T.S.)

IBC: Adobe Certified Associate (ACA) in Photoshop	**Issuing Body:** Adobe and Certiport	**Course Title:** Adobe Photoshop	**Course Prefix:** COMM	**Course Number:** 216	**Credits Awarded:** 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.**

The Certificate of Technical Studies (CTS) in Photography focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for-profit employers utilize photography skills to communicate with the public through promotional materials, online content, video, and other projects. The CTS in Photography includes one Industry-Based Credential (IBC) and is "stackable" with the Associate of Applied Science (AAS) in Communication Media.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The certificate of Technical Studies (CTS) in Photography is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The CTS in Photography will recognize the specialized training and job readiness of the students while still being "stackable" to the Associate of Applied Science (AAS) in Communication media. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTS in Photography as part of the Communication Media Program.

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

None

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 3	# - 0	# - 0
# - Part Time: 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

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	80	88	97	107	118
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.				

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No **Accreditation status:**
Type/Name of Program Accreditation, Licensure or Certification Required:	

Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	**Experience:** No Requirement	**Certification:** No Requirement

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: Photography					**Credit Hours:** 24.00		
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
COMM	135	Design for Media	3.00	0.00	3.00	3.00	0.00
COMM	216	Adobe Photoshop	3.00	0.00	3.00	3.00	0.00
COMM	160	Photography	3.00	0.00	3.00	3.00	0.00
Semester: Second					**Credit Hours:** 12.00		
COMM	171	Business of Visual Artistry	3.00	0.00	3.00	3.00	0.00
COMM	220	Photoshop Compositing	3.00	0.00	3.00	3.00	0.00
COMM	162 OR 163	Fine-Art Photography OR Techniques of the Masters	3.00	0.00	3.00	3.00	0.00

COMM	267 OR 270	Photography II OR Commercial Photography	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.

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of photography. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely skilled multimedia content creators with photography skills. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Photoshop, Photography

TYPE OF PROPOSED CHANGE : New Program	

PROGRAM NAME : Scene Design

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)
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NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 5 Stars

Name: Scene Design	**Program Delivery Mode:** Standard

CIP: 50.0599	**Credit Hours:** 16.00	**Contact Hours:** 240.00	Certificate of Technical Studies (C.T.S.)

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

The Scene Design program provides training that emphasizes the skills needed for entry-level positions. This certificate adds 4 credit hours to the coursework of the viable 12-hour TCA in Scene Design that will be retired next semester. This CTS will be stackable to the 32-hour CTS in Theatre and the 61-hour AA in Performing Arts.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The Scene Design program was initially approved as a Technical Competency Area (TCA) on June 11, 2008. Because it verifies a skill set and experience level attained by students that is valuable to theatres and other venues in the area, it is more appropriately classified as a Certificate of Technical Studies (CTS). Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as 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 Scene 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 verifies an attained skill set and experience level for our students that has proven invaluable to theatres and other venues in the community as demonstrated by the attached "BPCC CTS Response 2019 PDF," in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Certificate of Technical Studies. Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as the program classification is being modified. It will continue to "stack" along with other CTS's to comprise a core of Performing Arts courses necessary for the Certificate of Technical Studies in Theatre, which feeds into the AA in Performing Arts (Theatre Concentration).

Additional Information and Justification for the Certificate of Technical Studies in Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician for Bossier Parish Community College

1.   Each of these Certificates of Technical Studies (Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theater Technician) were designed to replace existing TCAs (approved by the Board of Regents 6/08) that will be deleted from the system in the summer of 2019. We tried earlier this year to modify the existing TCAs into 12-hour CTCs with the same courses, but we were encouraged to develop CTSs instead because no IBC exists in these areas. We have done this by adding an additional 4 credit hours of appropriate coursework to support each of the six discipline-specific Certificates.

2.   The enrollment numbers that are indicated in each application are historical (from the past 5 years) showing the number of students who were enrolled in the Associate of Arts in Performing Arts with a Theatre Concentration. These students were awarded the indicated TCAs at the same time they were scheduled to earn the Associate of Arts in Performing Arts degree. This year we have begun awarding the TCAs (and will do so with the CTSs, hopefully) as they are earned. The student may then stack them toward the general CTS in Theatre and eventually the AA in Performing Arts, if the student desires the additional education, training, and experience. This spring, for example, we will award 7 Acting TCAs to performance students who will not receive their AAs until spring of next year.

3.   This semester we had 53 Performing Arts students—20 Music and 33 Theatre. If the CTSs in Theatre are approved, then we could expect the following results. Of the Theatre majors about 8 are primarily Technical Theatre students who will earn the 16hour CTSs in the technical areas (Costume Design, Scene Design, Lighting Design, and/or Theatre Technician), the rest will earn 16-hour CTSs in the Performance and Directing areas (Acting or Directing). A number of students will earn CTSs in both performance and technical areas. All of these CTSs will "stack" to the 32-credit hour general CTS in Theatre and to the 61-hour AA in Performing Arts (Theatre Concentration).

4.   There are a number of shared courses (Elements of Theatre, Introduction to Theatre, Stagecraft, Theatre Lab) and, with our current course rotation, a number of theatre courses are offered each semester, each year, or every other year. Most all students could earn one or two of the new CTSs in the first year. There are only a few courses in the Technical areas that are offered every other year. Everything else is offered every year or twice a year. They could potentially earn more CTSs in their third, fourth, and beyond semesters. Our goal is to have all students earning one or more credentials rather than studying for a number of semesters and then leaving without a credential.

5.   Our students who are successful in completing these "clusters" of discipline-specific courses (which would be recognized as awarded CTSs if they are approved) have been trained to perform entry level work in the performing arts and industrial presentation fields. Local theatres, churches, Mardi Gras organizations, museums, and other events venues in need of performers or scenic elements or technicians hire our students and our graduates at various levels of their education. We want to award our students with the credentials that they have earned as they complete the requirements so that their local or regional part-time or summer paid work, and their eventual full-time work in the performing arts and entertainment fields will be supported with an institutional acknowledgement of their training and experience in each of the areas appropriate to their specific theatre disciplines. These certificates will help to reassure employers of our students' value and skill set.

SITE(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: 1 # - Part Time: 1	# - 0	# - 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: Master's Degree with at least 18 graduate semester hours in any combination of the qualifying fields: Theatre, Drama, Directing, Performance Studies, Theatre Design (various), Technical Theatre	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts Division

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	14	7	10	14	18
EVENING					
DISTANCE 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:

Performing Arts, Theatre, Scene Design

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

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

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: Scene Design					**Credit Hours:** 16.00		
THTR	131	Elements of Theatre	3.00	0.00	3.00	3.00	0.00
THTR	112	Stagecraft	3.00	0.00	3.00	3.00	0.00
THTR	114	Drawing for the Theatre	3.00	0.00	3.00	3.00	0.00
THTR	214	Scene Design	3.00	0.00	3.00	3.00	0.00
THTR	255	Directing Fundamentals	3.00	0.00	3.00	3.00	0.00
THTR	105	Theatre Lab Production	0.00	2.00	2.00	1.00	0.00

BENEFITS TO THE SYSTEM

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

Because it verifies in our students an attained skill set and experience level that is valuable to theatres and other venues in the community, it is more appropriately classified as a Certificate of Technical Studies (CTS).

KEYWORDS

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Lighting Design

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)
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NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 5 Stars

Name: Lighting Design	**Program Delivery Mode:** Standard

CIP: 50.0599	**Credit Hours:** 16.00	**Contact Hours:** 240.00	Certificate of Technical Studies (C.T.S.)

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

The Lighting Design program provides training that emphasizes the skills needed for entry-level positions. This certificate adds 4 credit hours to the course-work of the viable 12-hour TCA in Lighting Design that will be retired next semester. This CTS will be stackable to the 32-hour CTS in Theatre and the 61-hour AA in Performing Arts.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The Lighting Design program was initially approved as a Technical Competency Area (TCA) on June 11, 2008. Because it verifies a skill set and experience level attained by students that is valuable to theatres and other venues in the area, it is more appropriately classified as a Certificate of Technical Studies (CTS). Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as 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 Lighting 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 verifies an attained skill set and experience level for our students that has proven invaluable to theatres and other venues in the community as demonstrated by the attached "BPCC CTS Response 2019 PDF," in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Certificate of Technical Studies. Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as the program classification is being modified. It will continue to "stack" along with other CTS's to comprise a core of Performing Arts courses necessary for the Certificate of Technical Studies in Theatre, which feeds into the AA in Performing Arts (Theatre Concentration).

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2.   The enrollment numbers that are indicated in each application are historical (from the past 5 years) showing the number of students who were enrolled in the Associate of Arts in Performing Arts with a Theatre Concentration. These students were awarded the indicated TCAs at the same time they were scheduled to earn the Associate of Arts in Performing Arts degree. This year we have begun awarding the TCAs (and will do so with the CTSs, hopefully) as they are earned. The student may then stack them toward the general CTS in Theatre and eventually the AA in Performing Arts, if the student desires the additional education, training, and experience. This spring, for example, we will award 7 Acting TCAs to performance students who will not receive their AAs until spring of next year.

3.   This semester we had 53 Performing Arts students—20 Music and 33 Theatre. If the CTSs in Theatre are approved, then we could expect the following results. Of the Theatre majors about 8 are primarily Technical Theatre students who will earn the 16hour CTSs in the technical areas (Costume Design, Scene Design, Lighting Design, and/or Theatre Technician), the rest will earn 16-hour CTSs in the Performance and Directing areas (Acting or Directing). A number of students will earn CTSs in both performance and technical areas. All of these CTSs will "stack" to the 32-credit hour general CTS in Theatre and to the 61-hour AA in Performing Arts (Theatre Concentration).

4.   There are a number of shared courses (Elements of Theatre, Introduction to Theatre, Stagecraft, Theatre Lab) and, with our current course rotation, a number of theatre courses are offered each semester, each year, or every other year. Most all students could earn one or two of the new CTSs in the first year. There are only a few courses in the Technical areas that are offered every other year. Everything else is offered every year or twice a year. They could potentially earn more CTSs in their third, fourth, and beyond semesters. Our goal is to have all students earning one or more credentials rather than studying for a number of semesters and then leaving without a credential.

5.   Our students who are successful in completing these "clusters" of discipline-specific courses (which would be recognized as awarded CTSs if they are approved) have been trained to perform entry level work in the performing arts and industrial presentation fields. Local theatres, churches, Mardi Gras organizations, museums, and other events venues in need of performers or scenic elements or technicians hire our students and our graduates at various levels of their education. We want to award our students with the credentials that they have earned as they complete the requirements so that their local or regional part-time or summer paid work, and their eventual full-time work in the performing arts and entertainment fields will be supported with an institutional acknowledgement of their training and experience in each of the areas appropriate to their specific theatre disciplines. These certificates will help to reassure employers of our students' value and skill set.

SITE(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: 1 # - Part Time: 2	# - 0	# - 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: Master's Degree with at least 18 graduate semester hours in any combination of the qualifying fields: Theatre, Drama, Directing, Performance Studies, Theatre Design (various), Technical Theatre	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts Division

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	14	4	10	14	18
EVENING					
DISTANCE 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:

Performing Arts, Theatre, Lighting Design

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Lighting Design					**Credit Hours:** 16.00		
THTR	131	Elements of Theatre	3.00	0.00	3.00	3.00	0.00
THTR	112	Stagecraft	3.00	0.00	3.00	3.00	0.00
THTR	113	Stage Lighting Fundamentals	3.00	0.00	3.00	3.00	0.00
THTR	213 OR 214 OR 215	Special Problems in Stage Lighting OR Scene Design OR Scene Painting	3.00	0.00	3.00	3.00	0.00
THTR	101	Introduction to Theatre	3.00	0.00	3.00	3.00	0.00
THTR	105	Theatre Lab Production	0.00	2.00	2.00	1.00	0.00

BENEFITS TO THE SYSTEM

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

Because it verifies in our students an attained skill set and experience level that is valuable to theatres and other venues in the community, it is more appropriately classified as a Certificate of Technical Studies (CTS).

KEYWORDS

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Directing

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: Directing	**Program Delivery Mode:** Standard

CIP: 50.0599	**Credit Hours:** 16.00	**Contact Hours:** 240.00	Certificate of Technical Studies (C.T.S.)

PROPOSED CHANGE

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

The Directing program provides training that emphasizes the skills needed for entry-level positions. This certificate adds 4 credit hours to the coursework of the viable 12-hour TCA in Directing that will be retired next semester. This CTS will be stackable to the 32-hour CTS in Theatre and the 61-hour AA in Performing Arts.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The Directing program was initially approved as a Technical Competency Area (TCA) on June 11, 2008. Because it verifies a skill set and experience level attained by students that is valuable to theatres and other venues in the area, it is more appropriately classified as a Certificate of Technical Studies (CTS). Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as 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 Directing 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 is an attained skill set and experience level for our students that has proven invaluable to theatres and other venues in the community as demonstrated by the attached "BPCC CTS Response 2019 PDF," in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Certificate of Technical Studies. Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as the program classification is being modified. It will continue to "stack" along with other CTS's to comprise a core of Performing Arts courses necessary for the Certificate of Technical Studies in Theatre, which feeds into the AA in Performing Arts (Theatre Concentration).

Additional Information and Justification for the Certificate of Technical Studies in Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician for Bossier Parish Community College

1. Each of these Certificates of Technical Studies (Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician) were designed to replace existing TCAs (approved by the Board of Regents 6/08) that will be deleted from the system in the summer of 2019. We tried earlier this year to modify the existing TCAs into 12-hour CTCs with the same courses, but we were encouraged to develop CTSs instead because no IBC exists in these areas. We have done this by adding an additional 4 credit hours of appropriate coursework to support each of the six discipline-specific Certificates.

2. The enrollment numbers that are indicated in each application are historical (from the past 5 years) showing the number of students who were enrolled in the Associate of Arts in Performing Arts with a Theatre Concentration. These students were awarded the indicated TCAs at the same time they were scheduled to earn the Associate of Arts in Performing Arts degree. This year we have begun awarding the TCAs (and will do so with the CTSs, hopefully) as they are earned. The student may then stack them toward the general CTS in Theatre and eventually the AA in Performing Arts, if the student desires the additional education, training, and experience. This spring, for example, we will award 7 Acting TCAs to performance students who will not receive their AAs until spring of next year.

3. This semester we had 53 Performing Arts students—20 Music and 33 Theatre. If the CTSs in Theatre are approved, then we could expect the following results. Of the Theatre majors about 8 are primarily Technical Theatre students who will earn the 16hour CTSs in the technical areas (Costume Design, Scene Design, Lighting Design, and/or Theatre Technician), the rest will earn 16-hour CTSs in the Performance and Directing areas (Acting or Directing). A number of students will earn CTSs in both performance and technical areas. All of these CTSs will "stack" to the 32-credit hour general CTS in Theatre and to the 61-hour AA in Performing Arts (Theatre Concentration).

4. There are a number of shared courses (Elements of Theatre, Introduction to Theatre, Stagecraft, Theatre Lab) and, with our current course rotation, a number of theatre courses are offered each semester, each year, or every other year. Most all students could earn one or two of the new CTSs in the first year. There are only a few courses in the Technical areas that are offered every other year. Everything else is offered every year or twice a year. They could potentially earn more CTSs in their third, fourth, and beyond semesters. Our goal is to have all students earning one or more credentials rather than studying for a number of semesters and then leaving without a credential.

5. Our students who are successful in completing these "clusters" of discipline-specific courses (which would be recognized as awarded CTSs if they are approved) have been trained to perform entry level work in the performing arts and industrial presentation fields. Local theatres, churches, Mardi Gras organizations, museums, and other events venues in need of performers or scenic elements or technicians hire our students and our graduates at various levels of their education. We want to award our students with the credentials that they have earned as they complete the requirements so that their local or regional part-time or summer paid work, and their eventual full-time work in the performing arts and entertainment fields will be supported with an institutional acknowledgement of their training and experience in each of the areas appropriate to their specific theatre disciplines. These certificates will help to reassure employers of our students' value and skill set.

SITE(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: 1 # - Part Time: 1	# - 0	# - 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: Master's Degree with at least 18 graduate semester hours in any combination of the qualifying fields: Theatre, Drama, Directing, Performance Studies, Theatre Design (various), Technical Theatre	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts Division

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	11	4	7	4	9

EVENING						
DISTANCE 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:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Directing					**Credit Hours:** 16.00		
THTR	131	Elements of Theatre	3.00	0.00	3.00	3.00	0.00
THTR	153	Acting I	3.00	0.00	3.00	3.00	0.00
THTR	255	Directing Fundamentals	3.00	0.00	3.00	3.00	0.00
THTR	256	Directing Styles	3.00	0.00	3.00	3.00	0.00
THTR	101	Introduction to Theatre	3.00	0.00	3.00	3.00	0.00
THTR	105	Theatre Lab Production	0.00	2.00	2.00	1.00	0.00

BENEFITS TO THE SYSTEM

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

Because it verifies in our students an attained skill set and experience level that is valuable to theatres and other venues in the community, it is more appropriately classified as a Certificate of Technical Studies (CTS).

KEYWORDS

Performing Arts, Theatre, Directing

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Theatre Technician

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: Theatre Technician		**Program Delivery Mode:** Standard
CIP: 50.0599	**Credit Hours:** 16.00	**Contact Hours:** 240.00	Certificate of Technical Studies (C.T.S.)

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

The Theatre Technician program provides training that emphasizes the skills needed for entry-level positions. This certificate adds 4 credit hours to the coursework of the viable 12-hour TCA in Theatre Technician that will be retired next semester. This CTS will be stackable to the 32-hour CTS in Theatre and the 61-hour AA in Performing Arts.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The Theatre Technician program was initially approved as a Technical Competency Area (TCA) on June 11, 2008. Because it verifies a skill set and experience level attained by students that is valuable to theatres and other venues in the area, it is more appropriately classified as a Certificate of Technical Studies (CTS). Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. The program curriculum offers a few different course choices not in the original TCA, and 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 Theatre Technician 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 verifies an attained skill set and experience level for our students that has proven invaluable to theatres and other venues in the community as demonstrated by the attached "BPCC CTS Response 2019 PDF," in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Certificate of Technical Studies. Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. The program curriculum offers a few different course choices not in the original TCA, and the program classification is being modified. It will continue to "stack" along with other CTS's to comprise a core of Performing Arts courses necessary for the Certificate of Technical Studies in Theatre, which feeds into the AA in Performing Arts (Theatre Concentration).

Additional Information and Justification for the Certificate of Technical Studies in Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician for Bossier Parish Community College

1. Each of these Certificates of Technical Studies (Acting, Costume Design, Directing, Lighting Design, Scene Design, and heatre Technician) were designed to replace existing TCAs (approved by the Board of Regents 6/08) that will be deleted from the system in the summer of 2019. We tried earlier this year to modify the existing TCAs into 12-hour CTCs with the same courses, but we were encouraged to develop CTSs instead because no IBC exists in these areas. We have done this by adding an additional 4 credit hours of appropriate coursework to support each of the six discipline-specific Certificates.

2. The enrollment numbers that are indicated in each application are historical (from the past 5 years) showing the number of students who were enrolled in the Associate of Arts in Performing Arts with a Theatre Concentration. These students were awarded the indicated TCAs at the same time they were scheduled to earn the Associate of Arts in Performing Arts degree. This year we have begun awarding the TCAs (and will do so with the CTSs, hopefully) as they are earned. The student may then stack them toward the general CTS in Theatre and eventually the AA in Performing Arts, if the student desires the additional education, training, and experience. This spring, for example, we will award 7 Acting TCAs to performance students who will not receive their AAs until spring of next year.

3. This semester we had 53 Performing Arts students—20 Music and 33 Theatre. If the CTSs in Theatre are approved, then we could expect the following results. Of the Theatre majors about 8 are primarily Technical Theatre students who will earn the 16hour CTSs in the technical areas (Costume Design, Scene Design, Lighting Design, and/or Theatre Technician), the rest will earn 16-hour CTSs in the Performance and Directing areas (Acting or Directing). A number of students will earn CTSs in both performance and technical areas. All of these CTSs will "stack" to the 32-credit hour general CTS in Theatre and to the 61-hour AA in Performing Arts (Theatre Concentration).

4. There are a number of shared courses (Elements of Theatre, Introduction to Theatre, Stagecraft, Theatre Lab) and, with our current course rotation, a number of theatre courses are offered each semester, each year, or every other year. Most all students could earn one or two of the new CTSs in the first year. There are only a few courses in the Technical areas that are offered every other year. Everything else is offered every year or twice a year. They could potentially earn more CTSs in their third, fourth, and beyond semesters. Our goal is to have all students earning one or more credentials rather than studying for a number of semesters and then leaving without a credential.

5. Our students who are successful in completing these "clusters" of discipline-specific courses (which would be recognized as awarded CTSs if they are approved) have been trained to perform entry level work in the performing arts and industrial presentation fields. Local theatres, churches, Mardi Gras organizations, museums, and other events venues in need of performers or scenic elements or technicians hire our students and our graduates at various levels of their education. We want to award our students with the credentials that they have earned as they complete the requirements so that their local or regional part-time or summer paid work, and their eventual full-time work in the performing arts and entertainment fields will be supported with an institutional acknowledgement of their training and experience in each of the areas appropriate to their specific theatre disciplines. These certificates will help to reassure employers of our students' value and skill set.

SITE(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: 1 # - Part Time: 1	# - 0	# - 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: Master's Degree with at least 18 graduate semester hours in any combination of the qualifying fields: Theatre, Drama, Directing, Performance Studies, Theatre Design (various), Technical Theatre	Experience: No Requirement	Certification: No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts Division

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	14	7	10	14	18
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	Since this CTS is a remodeling of an historical TCA program, the numbers listed above represent program enrollment for the most recent five years of the program as a TCA. 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?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Theatre Technician					**Credit Hours:** 16.00		
THTR	112	Stagecraft	3.00	0.00	3.00	3.00	0.00
THTR	105	Theatre Lab Production	0.00	2.00	2.00	1.00	0.00
		Choose any 4 of the following:	0.00	0.00	0.00	0.00	0.00
THTR	113	Stage Lighting Fundamentals	3.00	0.00	3.00	3.00	0.00
THTR	116	Stage Management	3.00	0.00	3.00	3.00	0.00
THTR	212	Props and Special Effects	3.00	0.00	3.00	3.00	0.00
THTR	215	Scene Painting	3.00	0.00	3.00	3.00	0.00
THTR	220	Costume Construction Techniques	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 it verifies in our students an attained skill set and experience level that is valuable to theatres and other venues in the community, it is more appropriately classified as a Certificate of Technical Studies (CTS).

KEYWORDS

Performing Arts, Theatre, Theatre Technician

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Costume Design

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: Costume Design   **Program Delivery Mode:** Standard

CIP: 50.0599	**Credit Hours:** 16.00	**Contact Hours:** 240.00	Certificate of Technical Studies (C.T.S.)

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

The Costume Design program provides training that emphasizes the skills needed for entry-level positions. This certificate adds 4 credit hours to the coursework of the viable 12-hour TCA in Costume Design that will be retired next semester. This CTS will be stackable to the 32-hour CTS in Theatre and the 61-hour AA in Performing Arts.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The Costume Design program was initially approved as a Technical Competency Area (TCA) on June 11, 2008. Because it verifies a skill set and experience level attained by students that is valuable to theatres and other venues in the area, it is more appropriately classified as a Certificate of Technical Studies (CTS). Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as 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 Costume 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 verifies an attained skill set and experience level for students that has proven invaluable to theatres and other venues in the community as demonstrated by the attached "BPCC CTS Response 2019 PDF," in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Certificate of Technical Studies. Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as the program classification is being modified. It will continue to "stack" along with other CTSs to comprise a core of Performing Arts courses necessary for the Certificate of Technical Studies in Theatre, which feeds into the AA in Performing Arts (Theatre Concentration).

Additional Information and Justification for the Certificate of Technical Studies in Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician for Bossier Parish Community College

1.	Each of these Certificates of Technical Studies (Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician) were designed to replace existing TCAs (approved by the Board of Regents 6/08) that will be deleted from the system in the summer of 2019. We tried earlier this year to modify the existing TCAs into 12-hour CTCs with the same courses, but we were encouraged to develop CTSs instead because no IBC exists in these areas. We have done this by adding an additional 4 credit hours of appropriate coursework to support each of the six discipline-specific Certificates.

2.	The enrollment numbers that are indicated in each application are historical (from the past 5 years) showing the number of students who were enrolled in the Associate of Arts in Performing Arts with a Theatre Concentration. These students were awarded the indicated TCAs at the same time they were scheduled to earn the Associate of Arts in Performing Arts degree. This year we have begun awarding the TCAs (and will do so with the CTSs, hopefully) as they are earned. The student may then stack them toward the general CTS in Theatre and eventually the AA in Performing Arts, if the student desires the additional education, training, and experience. This spring, for example, we will award 7 Acting TCAs to performance students who will not receive their AAs until spring of next year.

3.	This semester we had 53 Performing Arts students—20 Music and 33 Theatre. If the CTSs in Theatre are approved, then we could expect the following results. Of the Theatre majors about 8 are primarily Technical Theatre students who will earn the 16hour CTSs in the technical areas (Costume Design, Scene Design, Lighting Design, and/or Theatre Technician), the rest will earn 16-hour CTSs in the Performance and Directing areas (Acting or Directing). A number of students will earn CTSs in both performance and technical areas. All of these CTSs will "stack" to the 32-credit hour general CTS in Theatre and to the 61-hour AA in Performing Arts (Theatre Concentration).

4.	There are a number of shared courses (Elements of Theatre, Introduction to Theatre, Stagecraft, Theatre Lab) and, with our current course rotation, a number of theatre courses are offered each semester, each year, or every other year. Most all students could earn one or two of the new CTSs in the first year. There are only a few courses in the Technical areas that are offered every other year. Everything else is offered every year or twice a year. They could potentially earn more CTSs in their third, fourth, and beyond semesters. Our goal is to have all students earning one or more credentials rather than studying for a number of semesters and then leaving without a credential.

5.	Our students who are successful in completing these "clusters" of discipline-specific courses (which would be recognized as awarded CTSs if they are approved) have been trained to perform entry level work in the performing arts and industrial presentation fields. Local theatres, churches, Mardi Gras organizations, museums, and other events venues in need of performers or scenic elements or technicians hire our students and our graduates at various levels of their education. We want to award our students with the credentials that they have earned as they complete the requirements so that their local or regional part-time or summer paid work, and their eventual full-time work in the performing arts and entertainment fields will be supported with an institutional acknowledgement of their training and experience in each of the areas appropriate to their specific theatre disciplines. These certificates will help to reassure employers of our students' value and skill set.

SITE(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: 1 # - Part Time: 1	# - 0	# - 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: Master's Degree with at least 18 graduate semester hours in any combination of the qualifying fields: Theatre, Drama, Directing, Performance Studies, Theatre Design (various), Technical Theatre	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts Division

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	11	10	13	11	7

EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	Since this CTS is a remodeling of an historical TCA program, the numbers listed above represent program enrollment for the most recent five years of the program as a TCA. 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?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Costume Design					**Credit Hours:** 16.00		
THTR	112	Stagecraft	3.00	0.00	3.00	3.00	0.00
THTR	131	Elements of Theatre	3.00	0.00	3.00	3.00	0.00
THTR	120	Makeup for Stage	3.00	0.00	3.00	3.00	0.00
THTR	220	Costume Construction Techniques	3.00	0.00	3.00	3.00	0.00
THTR	221	Costume Design	3.00	0.00	3.00	3.00	0.00
THTR	105	Theatre Lab Production	0.00	2.00	2.00	1.00	0.00

BENEFITS TO THE SYSTEM

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

Because it verifies in our students an attained skill set and experience level that is valuable to theatres and other venues in the community, it is more appropriately classified as a Certificate of Technical Studies (CTS).

KEYWORDS

Performing Arts, Theatre, Costume Design

TYPE OF PROPOSED CHANGE : New Program	

PROGRAM NAME : Acting

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: Acting	**Program Delivery Mode:** Standard
CIP: 50.0599 **Credit Hours:** 16.00	**Contact Hours:** 240.00 Certificate of Technical Studies (C.T.S.)

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

The Acting program provides training that emphasizes the skills needed for entry-level positions. This certificate adds 4 credit hours to the coursework of the viable 12-hour TCA in Acting that will be retired next semester. This CTS will be stackable to the 32-hour CTS in Theatre and the 61-hour AA in Performing Arts.

IMPLEMENTATION DATE **(Semester and Year)**	Fall 2019

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

The Acting program was initially approved as a Technical Competency Area (TCA) on June 11, 2008. Because it verifies a skill set and experience level attained by students that is valuable to theatres and other venues in the area, it is more appropriately classified as a Certificate of Technical Studies (CTS). Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as 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 Acting 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 verifies an attained skill set and experience level for our students that has proven invaluable to theatres and other venues in the community as demonstrated by the attached "BPCC CTS Response 2019 PDF" and "BPCC Theatre CTS Survey 2019," in accordance with the Louisiana Board of Regents Academic Affairs Policy 2.15, it is more appropriately classified as a Certificate of Technical Studies. Four credit hours (an appropriate three-hour course and a 1-hour production lab class) have been added to the original 12-hour TCA. Otherwise, the program curriculum remains unchanged, as the program classification is being modified. It will continue to "stack" along with other CTS's to comprise a core of Performing Arts courses necessary for the Certificate of Technical Studies in Theatre, which feeds into the AA in Performing Arts (Theatre Concentration).

Additional Information and Justification for the Certificate of Technical Studies in Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician for Bossier Parish Community College

1. Each of these Certificates of Technical Studies (Acting, Costume Design, Directing, Lighting Design, Scene Design, and Theatre Technician) were designed to replace existing TCAs (approved by the Board of Regents 6/08) that will be deleted from the system in the summer of 2019. We tried earlier this year to modify the existing TCAs into 12-hour CTCs with the same courses, but we were encouraged to develop CTSs instead because no IBC exists in these areas. We have done this by adding an additional 4 credit hours of appropriate coursework to support each of the six discipline-specific Certificates.

2. The enrollment numbers that are indicated in each application are historical (from the past 5 years) showing the number of students who were enrolled in the Associate of Arts in Performing Arts with a Theatre Concentration. These students were awarded the indicated TCAs at the same time they were scheduled to earn the Associate of Arts in Performing Arts degree. This year we have begun awarding the TCAs (and will do so with the CTSs, hopefully) as they are earned. The student may then stack them toward the general CTS in Theatre and eventually the AA in Performing Arts, if the student desires the additional education, training, and experience. This spring, for example, we will award 7 Acting TCAs to performance students who will not receive their AAs until spring of next year.

3. This semester we had 53 Performing Arts students—20 Music and 33 Theatre. If the CTSs in Theatre are approved, then we could expect the following results. Of the Theatre majors about 8 are primarily Technical Theatre students who will earn the 16hour CTSs in the technical areas (Costume Design, Scene Design, Lighting Design, and/or Theatre Technician), the rest will earn 16-hour CTSs in the Performance and Directing areas (Acting or Directing). A number of students will earn CTSs in both performance and technical areas. All of these CTSs will "stack" to the 32-credit hour general CTS in Theatre and to the 61-hour AA in Performing Arts (Theatre Concentration).

4. There are a number of shared courses (Elements of Theatre, Introduction to Theatre, Stagecraft, Theatre Lab) and, with our current course rotation, a number of theatre courses are offered each semester, each year, or every other year. Most all students could earn one or two of the new CTSs in the first year. There are only a few courses in the Technical areas that are offered every other year. Everything else is offered every year or twice a year. They could potentially earn more CTSs in their third, fourth, and beyond semesters. Our goal is to have all students earning one or more credentials rather than studying for a number of semesters and then leaving without a credential.

5. Our students who are successful in completing these "clusters" of discipline-specific courses (which would be recognized as awarded CTSs if they are approved) have been trained to perform entry level work in the performing arts and industrial presentation fields. Local theatres, churches, Mardi Gras organizations, museums, and other events venues in need of performers or scenic elements or technicians hire our students and our graduates at various levels of their education. We want to award our students with the credentials that they have earned as they complete the requirements so that their local or regional part-time or summer paid work, and their eventual full-time work in the performing arts and entertainment fields will be supported with an institutional acknowledgement of their training and experience in each of the areas appropriate to their specific theatre disciplines. These certificates will help to reassure employers of our students' value and skill set.

SITE(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: 1 # - Part Time: 1	# - 0	# - 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: Master's Degree with at least 18 graduate semester hours in any combination of the qualifying fields: Theatre, Drama, Directing, Performance Studies, Theatre Design (various), Technical Theatre	Experience: No Requirement	Certification: No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts Division

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	11	4	7	4	9
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	Since this CTS is a remodeling of an historical TCA program, the numbers listed above represent program enrollment for the most recent five years of the program as a TCA. Year 5 reflects the number of students who enrolled in the program in fall 2018 and those currently enrolled in spring 2019.

PROGRAM ACCREDITATION:

Performing Arts, Theatre, Directing

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Acting					**Credit Hours:** 16.00		
THTR	131	Elements of Theatre	3.00	0.00	3.00	3.00	0.00
THTR	153	Acting I	3.00	0.00	3.00	3.00	0.00
THTR	154	Acting II	3.00	0.00	3.00	3.00	0.00
THTR	156	Voice for the Stage	3.00	0.00	3.00	3.00	0.00
THTR	101	Introduction to Theatre	3.00	0.00	3.00	3.00	0.00
THTR	105	Theatre Lab Production	0.00	2.00	2.00	1.00	0.00

BENEFITS TO THE SYSTEM

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

Because it verifies an attained skill set and experience level for our students that is valuable to theatres and other venues in the community, it is more appropriately classified as a Certificate of Technical Studies (CTS).

KEYWORDS

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Culinary Arts

AWARD LEVEL(S)

For Board of Regents and LCTCS Review:

Associate of Applied Science (A.A.S.)

Name:

For LCTCS Review:

Technical Diploma (T.D.)

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

Career and Technical Certificate (C.T.C)

TCA - For Archive Purpose Only

NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 5 Stars

Name: Culinary Arts   **Program Delivery Mode:** Standard

CIP: 12.0503   **Credit Hours:** 60.00   **Contact Hours:** 1033.00   Associate of Applied Science (A.A.S.)

IBC: ServSafe	Issuing Body: National Restaurant Association	Course Title: Sanitation	Course Prefix: CULA	Course Number: 100	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Nutrition	Issuing Body: National Restaurant Association	Course Title: Nutrition	Course Prefix: CULA	Course Number: 110	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Hospitality Management	Issuing Body: National Restaurant Association	Course Title: The Hospitality Industry	Course Prefix: CULA	Course Number: 130	Credits Awarded: 1.00	IBC Awarded upon Completion? : No-Test is Required

IBC: Hospitality, Human Resource Management and Supervision	Issuing Body: National Restaurant Association	Course Title: Supervisory Management	Course Prefix: CULA	Course Number: 170	Credits Awarded: 3.00	IBC Awarded upon Completion?: No-Test is Required
IBC: Profit and Loss	Issuing Body: National Restaurant Association	Course Title: Purchasing and Cost Control	Course Prefix: CULA	Course Number: 235	Credits Awarded: 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.

BPCC currently offers the Certificate of Technical Studies in Culinary Arts, which prepares graduates for entry-level positions in the restaurant industry. A new Technical Diploma program has been submitted to provide intermediate knowledge and skills to qualify for more advanced culinary positions in the industry. However, further studies resulting in the completion of an A.A.S. in Culinary Arts will give graduates even more opportunity, as the curriculum is designed for obtaining a higher position in the restaurant industry as an Executive Chef. The A.A.S. degree program provides more advanced, intermediate skills for preparing graduates, as it includes not only substantial culinary study but also mastery of oral, written, mathematical, critical thinking, research, and technological skills that are required for the most advanced positions within the industry.

The proposed A.A.S. in Culinary Arts will
•   Provide prospective culinary arts students with an advanced level of training and development;
•   Provide prospective culinary arts students an academic work-ready foundation; and• Offer prospective culinary arts students the opportunity to earn an associate's degree.
Further, our objectives for implementation are to
•   Establish the only available American Culinary Federation (ACF) approved and accredited A.A.S. program in Northern Louisiana; and
•   Achieve recognition as the Louisiana center of culinary excellence.
By using the current faculty and classroom-lab spaces and kitchen equipment, the A.A.S. can be cost-effectively rolled out, and offering the program provides BPCC with the opportunity to serve BPCC's Culinary legacy graduates and qualified Prior Learning Assessment (PLA) culinary applicants. In support of the OLA2020 goals to increase the number of students served and the number of graduates, we are proposing this degree program to help us achieve that goal.

Learning Outcomes
Program learning outcomes of the A.A.S. degree program reflect standards set forth by the American Culinary Federation (ACF) and are as follows:

a.   knowledge and applied skills to practice effectively as a professional chef in an advanced intermediate position in the foodservice industry;
b.   comprehension of the fundamental of mathematics as related to the Culinary Arts profession;
c.   application of food preparation principles, including the fundamentals of food preparation, sanitation, menu planning, and dining room service;
d.   ability to develop an in-depth personal nutrient analysis;
e.   knowledge of the hospitality industry;
f.   knowledge of advanced intermediate supervisory management skills;
g.   knowledge and applied skills to practice effectively as a kitchen manager;
h.   comprehension of the fundamental of profit and loss as related to the restaurant industry;
i.   comprehension of information by reading college-level material across the curriculum;
j.   ability to communicate effectively in written English across the curriculum;
k.   proficiency in oral communication skills across the curriculum;
l.   ability to comprehend and perform course-specific mathematical problems;
m.   development of critical thinking skills across the curriculum;
n.   ability to use library resources to research topics across the curriculum; and

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

o.   ability to utilize and apply current computer technology across the curriculum.

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

Justification for the proposed program is based upon data and feedback from several sources. The change will support needs for regional opportunities, industry scale and job growth, culinary-centric job growth, and current program expansion.

•   Regional Opportunity- Currently, there are no ACF-accredited A.A.S. degree programs in the Caddo and Bossier Parishes, and Northern Louisiana. The closest approved and ACF- accredited program is at SOWELA in Lake Charles, Louisiana, which is 186 miles away from Caddo and Bossier Parishes.
•   Industry Scale and Job Growth- According to the Louisiana Restaurant Association, and Bureau of Labor Statistics and the US Census Bureau in 2016, the number of Louisiana food & beverage establishments amounted to 8,762. Further, "By 2028 the number of restaurant and foodservice industry will grow 7.1%, creating 15,400 additional jobs" (www.lra.org).
•   Culinary-Centric Jobs Growth According to the Louisiana Restaurant Association, "Employment of chefs and head cooks specifically represents 91% of the job growth at 14,100 jobs" (www.lra.org).
•   Current Program Expansion The new A.A.S. degree program will augment, and conveniently stack on top of, the existing Certificate of Technical Studies (CTS) program in Culinary Arts. o By utilizing the existing classroom and lab spaces, we are able to promote growth through increased enrollment and tuition revenues, as well as capitalize on current space and equipment.
•   Advisory Board and Regional Experts' Testimonials Testimony of Advisory Board members and those with expertise in the field evidences the need for expansion from a certificate program to a degree program.
(See Exhibit 2 supporting data & Letters and Testimonials)

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

• The Board of Regents approved the Certificate of Technical Studies in Culinary Arts, on January 27, 2000.

• This is the first time an A.A.S. degree program is being pursued by BPCC.

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

QUALIFIED FACULTY (Check all that apply)

Faculty :	Facilities :	Library Resources :
Support :	Related Fields :	Other :

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Division of 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.

Impact on Administrative Structure
- No impact on administrative personnel and support
- No impact on the current CTS program; the new A.A.S. degree program will seamlessly integrate, augment, and stack on top of the proposed Technical Diploma and the existing CTS

Impact on Faculty
- No increased need for new faculty

Impact on Culinary department structure and other staffing
- Add two new Part-Time Lab Techs to help facilitate the full-time faculty/chefs' directed instruction and students' skills-mastery-progression

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Associate Degree	Experience: 1-3 years in industry

Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 3	**# - 0**	**# - 0**
# - Part Time: 0		

ADMINISTRATION and IMPLEMENTATION COSTS

Department :

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

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five

PROGRAM ACCREDITATION:

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

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

DAY	15	30	35	40	45
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	Describe Process for Attaining & Estimating Enrollment: The enrollment prediction is formulated from several sources: the number of students currently enrolled in the CTS Culinary Arts courses, historical patterns of completion of those courses, assessments of current students, and assessment of the growth of similar programs. • 2019 BPCC Culinary Student Surveys: 28 of 28 or 100% of the responders indicated a desire toeam the AAS – Culinary Arts Degree if available. While this implies all intend to enroll, we assumed a more conservative estimate, more consistent of that with SOWELA first cohort in year 2015. • Louisiana Culinary School Historical Data: The table below shows recent SOWELA Culinary Student data illustrating the growth of their culinary arts program since the college revamped its A.A.S. degree program in 2015. Note their A.A.S. degree completers increased by 75% in 2017 versus completers in 2016. This is likely due to multiple cohorts in the program in 2016. We anticipate that similar pattern of growth in the second year at BPCC with robust growth in year two. In the subsequent years, we are assuming a diminishing marginal growth pattern as represented by our estimate. See attached "SOWELA College Student Retention, Completion and Graduation Profile."

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 Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration: Culinary Arts					**Credit Hours:** 60.00		
Semester: First Semester					**Credit Hours:** 17.00		
CULA	100	Sanitation	3.00	0.00	3.00	3.00	0.00
CULA	110	Nutrition	3.00	0.00	3.00	3.00	0.00
CULA	115	Culinary Math	2.00	0.00	2.00	2.00	0.00
CULA	120	Food Preparation Principles	0.00	18.00	18.00	6.00	0.00
CULA	125	Basic Skills Development	2.00	0.00	2.00	2.00	0.00
CULA	130	The Hospitality Industry	1.00	0.00	1.00	1.00	0.00
Semester: Second Semester					**Credit Hours:** 16.00		
CULA	140	Food Preparation Fundamentals	0.00	21.00	21.00	7.00	0.00
CULA	150	Menu Planning	3.00	0.00	3.00	3.00	0.00
CULA	160	Dining Room Service	1.00	0.00	1.00	1.00	0.00
CULA	170	Supervisory Management	3.00	0.00	3.00	3.00	0.00
CULA	180	Culinary Arts Externship	2.00	0.00	2.00	2.00	0.00

BENEFITS TO THE SYSTEM

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

Semester: Third Semester						**Credit Hours:** 12.00		
CULA	235	Purchasing and Cost Control	3.00	0.00	3.00	3.00	0.00
CULA	200	Regional Cuisine	3.00	0.00	3.00	3.00	0.00
CULA	210	International Cuisine	3.00	0.00	3.00	3.00	0.00
CULA	217	H.R. Development	3.00	0.00	3.00	3.00	0.00
Semester: Fourth Semester						**Credit Hours:** 15.00		
Math	101	Applied Algebra	3.00	0.00	3.00	3.00	0.00
ENGL	101	Composition & Rhetoric	3.00	0.00	3.00	3.00	0.00
		Humanities Elective	3.00	0.00	3.00	3.00	0.00
		Social/Behavioral Science Elective	3.00	0.00	3.00	3.00	0.00
		Natural Science Elective	3.00	0.00	3.00	3.00	0.00

Student Benefits
First and foremost, this program is being proposed to help students in north Louisiana find successful employment in the culinary industry. Specifically, the program's benefits for students are captured below:
•   Jobs and Career Opportunities: The state forecasting data and a BPCC historical 96% initial hiring rate present an optimistic view of the prospects for our culinary students.
•   The A.A.S. degree program will provide the opportunity for local veteran students to leverage their post 9/11 military financial benefits and enhance their potential job prospects in the culinary field.

Community Benefits
•   With the projected growth of culinary jobs in Louisiana, the demand for educated culinary professionals, and historical industry turnover data (40 – 70% annually), employers are looking for trained individuals with the skills needed to make their establishments safe and successful.
•   By retaining some of these local culinary graduates in Caddo and Bossier parish, the food and beverage industry helps these communities reap tax-base and socioeconomic benefits.

LCTCS Benefits
•   The LCTCS will benefit from expanding its culinary A.A.S. footprint to include northern Louisiana, as currently the other LCTCS programs are only offered significantly south of our region.
•   The approval of an A.A.S. in Culinary Arts helps retain citizens interested in the culinary arts field and decreases chances of moving out-of-state.
•   As stated earlier, expansion of the CTS in Culinary Arts to a degree program will support achievement of LCTCS OLA 2020 goals and strategic planning goals to increase the number of students served in the State as well as increase credential attainment and increase graduate earnings. The A.A.S. in Culinary Arts is a program offered based upon sound data in the community that there is a workforce need and demand for graduates to earn a more advanced credential and thus potentially earn higher wages in their careers.

KEYWORDS

Associate Degree in Culinary Arts
Culinary Arts
BPCC
Menu Preparation
Food Preparation
Certification in Nutrition
ServSafe
ServSafe Manager
Hospitality Management
Protein Fabrication
Butchery and Fabrication
Culinary Math
ManageFirst nutrition

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Network Security

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)

IBC:	Issuing Body:	Course Title:	Course	Course	Credits	IBC
Security+	CompTIA	Network Security Design	**Prefix:** CTEC	**Number:** 287	**Awarded:** 3.00	**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.

General Dynamics Information Technology (GDIT) has requested the creation of the CTC in Network Security to help develop a short term credential that includes valuable industry certifications (CompTIA's A+, Network+, and Security+). Together, these three certifications help an individual partially meet 8570 requirements which is important to companies such as GDIT during the hiring process and when submitting proposals to secure government contract work. This CTC is contained within our current Cyber Technology (Network Security) curriculum, allowing students to earn a CTC and then continue to work towards an Associate of Applied Science degree.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

This is a new program. N/A

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

N/A

Stars : 5 Stars

Name: Network Security   **Program Delivery Mode:** Standard

CIP: 11.1001   **Credit Hours:** 12.00   **Contact Hours:** 180.00   Career and Technical Certificate (C.T.C)

IBC: A+	**Issuing Body:** CompTIA	**Course Title:** IT Hardware Support	**Course Prefix:** CTEC	**Course Number:** 112	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Student must Request it
IBC: A+	**Issuing Body:** CompTIA	**Course Title:** IT Software Support	**Course Prefix:** CTEC	**Course Number:** 114	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Student must Request it
IBC: Network+	**Issuing Body:** CompTIA	**Course Title:** Network Essentials	**Course Prefix:** CTEC	**Course Number:** 155	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Student must Request it

SITE(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 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 with 18 graduate hours in computer science/computer technology	**Experience:** 3 years' work experience in subject area specialized training/professional development in subject area	**Certification:** Related Industry Based Certification

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : TEM (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.

No changes will be made to the existing administrative structure. All four courses are already taught in the AAS Cyber Technology Network Security program. We estimate that an additional section of each class (CTEC 112, CTEC 114, CTEC 155, and CTEC 287) can be offered using existing faculty and will need to be offered once the program is in place.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	15	18	21	23	25
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	The enrollment prediction is formulated from the number of students currently enrolled in the identified courses and based on historical patterns of completion of those courses.				

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Network Security					**Credit Hours:** 12.00		
CTEC	112	IT Hardware Support	3.00	0.00	3.00	3.00	0.00
CTEC	114	IT Software Support	3.00	0.00	3.00	3.00	0.00

Semester: Second					Credit Hours: 6.00		
CTEC	155	Network Essentials	3.00	0.00	3.00	3.00	0.00
CTEC	287	Network Security Design	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.

Students - Adding the CTC in Network Security helps our students by providing a short-term path that includes industry-relevant industry based certifications (CompTIA A+, Network+, and Security+). The pathway stacks into the AAS in Cyber Technology (Network Security), giving students options to exit after obtaining their CTC in Network Security and begin working in IT or continue their education to obtain their AAS in Cyber Technology (Network Security).

Community – Adding the CTC in Network Security helps our community because individuals in our community can gain the credentials to allow them to obtain IT jobs in our region more quickly. Additionally, our employers benefit because they are gaining qualified individuals who partially meet 8570 requirements, which is important when hiring and submitting proposals to secure government contract work.

LCTCS - Adding the CTC in Network Security helps LCTCS because of the potential for an increase in completers who can both gain the short term credentials (certifications) and then a CTC in Network Security in their first year and later obtain an AAS degree (Cyber Technology – Network Security). This program is also endorsed by one of the region and the state's top industry partners, GDIT.

KEYWORDS

Network Security, Computer Network Support Specialists, CompTIA A+, CompTIA Network+, CompTIA Security+, A+, Network+, Security+, 8570

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Help Desk

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: Help Desk   **Program Delivery Mode:** Standard

CIP: 11.9999   **Credit Hours:** 12.00   **Contact Hours:** 180.00   Career and Technical Certificate (C.T.C)

IBC	Issuing Body	Course Title	Course Prefix	Course Number	Credits Awarded	IBC Awarded upon Completion?
IT Fundamentals	CompTIA	IT Principles	CIS	100	3.00	No-Student must Request it
A+	CompTIA	IT Software Support	CIS	114	3.00	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.

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

N/A

SITE(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 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 with 18 graduate hours in computer science/computer technology	**Experience:** 3 years of work experience in subject area specialized training/professional development in subject area	**Certification:** Related Industry Based Certification

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.

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					

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?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Help Desk					**Credit Hours:** 12.00		
CIS	100	IT Principles	3.00	0.00	3.00	3.00	0.00
CIS	107	Skills for IT Success	3.00	0.00	3.00	3.00	0.00
CIS	114	IT Software Support	3.00	1.00	3.00	3.00	0.00
CIS	118	Help Desk Operations	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.

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.

KEYWORDS

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

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Video Editing

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: Video Editing	**Program Delivery Mode:** Standard

CIP: 10.0201	**Credit Hours:** 15.00	**Contact Hours:** 225.00	Career and Technical Certificate (C.T.C)

IBC: Adobe **Issuing** Adobe Video Editing Associate (ACA) in Premiere Pro	**Course Title: Course Prefix:** and Certiport	**Course** Certified **Body:** COMM	**Course Number:** 202	**Credits Awarded:** 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.**

The Career and Technical Certificate (CTC) in Video Editing focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for-profit employers utilize video editing to communicate with the public through online content, video, and other projects. The CTC in Video Editing includes an Industry-Based Credential (IBC) and is a "stackable" credential with the Associate of Applied Science in Communication Media.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

None

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

The Career and Technical Certificate (CIC) in Video Editing is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The CTC in Video Editing will recognize the specialized training and job readiness of the students while still being "stackable" to the Associate of Applied Science in Communication Media. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTC in Video Editing Design as part of the Communication Media Program.

SITE(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: 1	# - 0	# - 0
# - Part Time: 1		

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: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication or Bachelor's Degree with alternate credential based on professional experience	Experience: No Requirement	Certification: No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	80	88	97	107	118
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.				

PROGRAM ACCREDITATION:

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

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

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: Video Editing						Credit Hours: 15.00	
COMM	110	Introduction to Audio Editing	3.00	0.00	3.00	3.00	0.00
COMM	201	Video Post Production	3.00	0.00	3.00	3.00	0.00
COMM	202	Video Editing	3.00	0.00	3.00	3.00	0.00
COMM	216	Adobe Photoshop	3.00	0.00	3.00	3.00	0.00
COMM	280	Digital Cinema Production	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.

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of video editing. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely skilled multimedia content creators with video editing skills. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Premiere Pro, Video Editing

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Multimedia Specialist

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: Multimedia Specialist   **Program Delivery Mode:** Standard

CIP: 50.0401   **Credit Hours:** 24.00   **Contact Hours:** 360.00   Certificate of Technical Studies (C.T.S.)

IBC: Adobe Certified Associate (ACA) in Premiere Pro	Issuing Body: Adobe and Certiport	Course Title: Video Editing	Course Prefix: COMM	Course Number: 202	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Adobe Certified Associate (ACA) in Photo shop	Issuing Body: Adobe and Certiport	Course Title: Adobe Photoshop	Course Prefix: COMM	Course Number: 216	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required

IBC: Adobe Certified Associate (ACA) in Illustrator	Issuing Body: Adobe and Certiport	Course Title: Adobe Illustrator	Course Prefix: COMM	Course Number: 218	Credits Awarded: 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.

The Certificate of Technical Studies (CTS) in Multimedia Specialist focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for-profit employers utilize multimedia skills to communicate with the public through promotional materials, online content, video, and other projects. The CTS in Multimedia Specialist includes two Industry-Based Credentials (IBC) and is "stackable" with the Technical Diploma (TD) in Multimedia Specialist.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

None

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

The Certificate of Technical Studies (CTS) in Multimedia Specialist is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The CTS in Multimedia Specialist will recognize the specialized training and job readiness of the students while still being "stackable" to the Technical Diploma (TD) in Multimedia Specialist. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTS in Multimedia Specialist as part of the Communication Media Program.

SITE(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: 3	# - 0	# - 0
# - Part Time: 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: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	115	127	140	154	170
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.				

PROGRAM ACCREDITATION:

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

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

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: Multimedia Specialist					**Credit Hours:** 24.00		
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
COMM	202	Video Editing	3.00	0.00	3.00	3.00	0.00
COMM	210	Copywriting for Mass	3.00	0.00	3.00	3.00	0.00
COMM	216 or 218	Adobe Photoshop OR Adobe Illustrator	3.00	0.00	3.00	3.00	0.00
Semester: Second					**Credit Hours:** 12.00		
COMM	135	Design for Media	3.00	0.00	3.00	3.00	0.00
COMM	141	Social Media Marketing	3.00	0.00	3.00	3.00	0.00
COMM	211	Newswriting	3.00	0.00	3.00	3.00	0.00
COMM	207 or 208	Electronic Field Production OR Digital Cinema Production	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.

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of multimedia specialist. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely-skilled multimedia content creators. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Photoshop, Illustrator, Premiere Pro, Multimedia Specialist

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Video Production

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: Video Production	**Program Delivery Mode:** Standard

CIP: 10.0201	**Credit Hours:** 24.00	**Contact Hours:** 360.00	Certificate of Technical Studies (C.T.S.)

IBC: Adobe **Issuing Course Title: Course** Certified **Body:** Adobe Video Editing **Prefix:** Associate and Certiport COMM (ACA) in Premiere Pro	**Course Number:** 202	**Credits Awarded:** 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.

The Certificate of Technical Studies (CTS) in Video Production focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for-profit employers utilize video skills to communicate with the public through online content, video, and other projects. The CTS in Video Production includes one Industry-Based Credential (IBC) and is "stackable" with the Associate of Applied Science (AAS) in Communication Media.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

None

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

The Certificate of Technical Studies (CTS) in Video Production is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The CTS in Video Production will recognize the specialized training and job readiness of the students while still being "stackable" to the Associate of Applied Science (AAS) in Communication media. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTS in Video Production as part of the Communication Media Program.

SITE(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: 3	# - 0	# - 0
# - Part Time: 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

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication. Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	Experience: No Requirement	Certification: No Requirement

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	80	88	97	107	118
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Video Production					**Credit Hours:** 24.00		
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
COMM	102 OR 130	Live Video Productions OR Film Pre-Production	3.00	0.00	3.00	3.00	0.00
COMM	150	Video Production Techniques	3.00	0.00	3.00	3.00	0.00
COMM	202	Video Editing	3.00	0.00	3.00	3.00	0.00
Semester: Second					**Credit Hours:** 12.00		
COMM	212 OR 213	Announcing OR Voice and Diction	3.00	0.00	3.00	3.00	0.00
COMM	211 OR 209	Newswriting OR Scriptwriting for Film and TV	3.00	0.00	3.00	3.00	0.00
COMM	281	Documentary Filmmaking	3.00	0.00	3.00	3.00	0.00
COMM	Elective*	*COMM Elective must be selected from the following: COMM 201, COMM 203, COMM 204, COMM 207, COMM 257, COMM 280, or COMM 299	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.

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of video production. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely skilled multimedia content creators with video production skills. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Premiere Pro, video editing, video production

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Computer Animation

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)

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NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 4 Stars

Name: Computer Animation

Program Delivery Mode: Standard

CIP: 50.0102   **Credit Hours:** 24.00   **Contact Hours:** 360.00   Certificate of Technical Studies (C.T.S.)

IBC: Adobe Certified Associate (ACA) in Photoshop	**Issuing Body:** Adobe and Certiport	**Course Title:** Adobe Photoshop	**Course Prefix:** COMM	**Course Number:** 216	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Test is Required
IBC: Adobe Certified Associate {ACA) in Illustrator	**Issuing Body:** Adobe and Certiport	**Course Title:** Adobe Illustrator	**Course Prefix:** COMM	**Course Number:** 218	**Credits Awarded:** 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.**

The Certificate of Technical Studies (CTS) in Computer Animation focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for profit employers utilize computer animation to communicate with the public through online content, video, and other projects. The CTS in Computer Animation includes two Industry-Based Credentials (IBC) and is "stackable" with the Technical Diploma (TD) in Multimedia Specialist.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

The Certificate of Technical Studies (CTS) in Computer Animation is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The CTS in Computer Animation will recognize the specialized training and job readiness of the students while still being "stackable" to the Technical Diploma (TD) in Multimedia Specialist. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTS in Computer Animation as part of the Communication Media Program.

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

None

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	60	66	73	80	88
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.				

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No **Accreditation status:**
Type/Name of Program Accreditation, Licensure or Certification Required:	

Education: Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	Experience:	Certification:

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: Computer Animation					**Credit Hours:** 24.00		
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
ART	103	Drawing I	3.00	0.00	3.00	3.00	0.00
COMM	216	Adobe Photoshop	3.00	0.00	3.00	3.00	0.00
COMM	218	Adobe Illustrator	3.00	0.00	3.00	3.00	0.00
Semester: Second					**Credit Hours:** 12.00		
COMM	246	Introduction to 2D Animation	3.00	0.00	3.00	3.00	0.00
COMM	239	Motion Graphics	3.00	0.00	3.00	3.00	0.00
COMM	236	3D Modeling	3.00	0.00	3.00	3.00	0.00
COMM	251	3D Animation	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.

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of computer animation. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely skilled multimedia content creators with computer animation skills. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Photoshop, Illustrator, Computer Animation

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Audio 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: Audio Technology	Program Delivery Mode: Standard
CIP: 10.0203 Credit Hours: 24.00	Contact Hours: 360.00 Certificate of Technical Studies (C.T.S.)

PROPOSED CHANGE

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

The Certificate of Technical Studies (CTS) in Audio Technology focuses on specialized training that prepares students to be creative professionals in audio production. Both non-profit and for-profit employers utilize audio technology skills. The CTS in Audio Technology is "stackable" with the Associate of Applied Science (AAS) in Communication Media.

IMPLEMENTATION DATE (Semester and Year)	Fall 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.

The Certificate of Technical Studies (CTS) in Audio Technology is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides. Job skills that local employers are needing and requesting. The CTS in Audio Technology will recognize the specialized training and job readiness of the students while still being "stackable" to the Associate of Applied Science (AAS) in communication media. Members of the communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTS in Audio Technology as part of the Communication Media Program.

SITE(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: 1 # - Part Time: 2	# - 0	# - 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: Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	Experience: No Requirement	Certification: No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	50	55	61	68	75
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.				

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Audio Technology						**Credit Hours:** 24.00	
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
MUSC	100	Music Fundamentals	3.00	0.00	3.00	3.00	0.00
COMM	110	Introduction to Audio Editing	3.00	0.00	3.00	3.00	0.00
COMM	225	Audio Production in Media	3.00	0.00	3.00	3.00	0.00
Semester: Second						**Credit Hours:** 12.00	
COMM	107	Sound Reinforcement	3.00	0.00	3.00	3.00	0.00
COMM	111	Engineering for Communication Media	3.00	0.00	3.00	3.00	0.00
COMM	290	Pro Tools	3.00	0.00	3.00	3.00	0.00
COMM	Elective*	*COMM Elective must be selected from the following: COMM 105, COMM 108, COMM 294, or COMM 299	0.00	0.00	0.00	0.00	0.00

BENEFITS TO THE SYSTEM

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

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of audio technology. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely skilled multimedia content creators with audio technology skills. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Pro Tools, Audio Technology

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Graphic Design

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: Graphic Design	**Program Delivery Mode:** Standard

CIP: 50.0409   **Credit Hours:** 30.00   **Contact Hours:** 450.00   Certificate of Technical Studies (C.T.S.)

IBC: Adobe Certified Associate (ACA) in Photoshop	Issuing Body: Adobe and Certiport	Course Title: Adobe Photoshop	Course Prefix: COMM	Course Number: 216	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Adobe Certified Associate (ACA) in Illustrator	Issuing Body: Adobe and Certiport	Course Title: Adobe Illustrator	Course Prefix: COMM	Course Number: 218	Credits Awarded: 3.00	IBC Awarded upon Completion? :

IBC: Adobe Certified Associate (ACA) in InDesign	Issuing Body: Adobe and Certiport	Course Title: Publication Design	Course Prefix: COMM	Course Number: 223	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required

Name:		Program Delivery Mode:

CIP:	Credit Hours: 0.00	Contact Hours: 0.00	Certificate of Technical Studies (C.T.S.)

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

The Certificate of Technical Studies (CTS) in Graphic Design focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for-profit employers utilize graphic design to communicate with the public through promotional materials, online content, and other projects. The CTS in Graphic Design includes three Industry-Based Credentials (IBC) and is "stackable" with the Technical Diploma (TD) in Multimedia Specialist.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

None

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

The Certificate of Technical Studies (CTS) in Graphic Design is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The CTS in Graphic Design will recognize the specialized training and job readiness of the students while still being "stackable" to the Technical Diploma (TD) in Multimedia Specialist. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this CTS in Graphic Design as part of the Communication Media Program.

SITE(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: 3 # - Part Time: 0	# - 0	# - 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: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	60	66	73	80	88

EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.

PROGRAM ACCREDITATION:

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

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: Graphic Design					**Credit Hours:** 30.00		
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
COMM	135	Design for Media	3.00	0.00	3.00	3.00	0.00
COMM	216	Adobe Photoshop	3.00	0.00	3.00	3.00	0.00
COMM	218	Adobe Illustrator	3.00	0.00	3.00	3.00	0.00

ART	103	Drawing I	3.00	0.00	3.00	3.00	0.00

Semester: Second   **Credit Hours:** 15.00

ART	104	Drawing II	3.00	0.00	3.00	3.00	0.00
COMM	219	Applied Graphic Design	3.00	0.00	3.00	3.00	0.00
COMM	223	Publication Design	3.00	0.00	3.00	3.00	0.00
COMM	Elective*	*COMM Elective must be selected from: COMM 160, COMM 220, COMM 228, COMM 236, or COMM 239	3.00	0.00	3.00	3.00	0.00
ART	Elective*	*ART Elective must be selected from: ART 101, ART 202, ART 203, ART 204, ART 228, or ART 250	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.

When this certificate is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of graphic design. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely skilled multimedia content creators with graphic design skills. This certificate will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Photoshop, Illustrator, InDesign, Graphic Design

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Fire Science

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: Fire Science   **Program Delivery Mode:** Online

CIP: 43.0202   **Credit Hours:** 30.00   **Contact Hours:** 450.00   Certificate of Technical Studies (C.T.S.)

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

The purpose of the proposed certificate of technical studies in Fire Science is to provide a structured program of college-level education based on the Fire and Emergency Services Higher Education (FESHE) national model curriculum. The objectives of the program are to

(1)   Provide an avenue of continued education for firefighting personnel. Firefighters receive a basic training on the techniques of fighting fires, rescuing, etc., and the use of the equipment associated with their profession. This degree will deepen their knowledge of fire (physical properties, causes, etc.); fire prevention; emergency planning and response; and management of hazardous waste including accidents, as well as help prepare individuals for management positions within their departments. The program will be offered completely online to accommodate the widely varying work schedules of firefighters and Emergency Medical Services (EMS) personnel (e.g., 24 hours on, 24 hours off);

(2)   Provide an avenue for persons interested in fire science, including those serving on volunteer fire departments, with access to online education and thus become citizens who are more knowledgeable of fire safety and prevention; and

(3)   Provide industry personnel who work in areas of high fire risk and hazardous materials transport with an online education focusing on hazardous materials response, fire response, and knowledge necessary to minimizing fire risk and enhancing safety.

Learning Outcomes
   Upon completion of the program, the graduate will be able to demonstrate
(1) Knowledge of the fire protection and emergency services profession;
(2) An understanding of building construction and fire alarm and suppression systems to promote and enhance safety and fire prevention;
(3) The ability to apply scientific principles to predict the behavior of fires; and
(4) Knowledge of selected advanced principle of fire science selected from concepts to include federal, state, and local laws to provide ethical leadership in fire and EMS services; knowledge of advanced principles of firefighting techniques, including hydraulics and water supply and principles of ground control; occupational health and safety risks and hazards, including recognition and response to hazardous materials; and/or foundational and advanced fire investigation.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

- Bossier Parish Community College was contacted by local fire departments requesting the development of Fire Science degrees.
- BPCC conducted an initial survey of fire department leadership in Northwest Louisiana to determine the level of interest. (Results are presented in the following section.)
- A Fire Science Advisory Board was formed and met to discuss many of the aspects of the degree such as proposed curriculum,
Program Director Qualifications, course content, course delivery, etc. (Attachment 4: Appendix A: Advisory Board minutes)
- A needs survey of firefighter personnel was conducted to determine their level of interest in the program. (Results are presented in the following section.)
- Master syllabi for each Fire Science course were developed based on the FESHE National Curriculum. (Attachment 2: Academic Course Development sheets/ Master Syllabi)
- A course design template developed by the BPCC Division of Educational Technology to address consistency and promote compliance with Quality Matters standards was completed for two courses, and two others are currently in progress.

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

The original investigation into the feasibility of BPCC offering an associate degree in Fire Science was based upon a request from local fire departments. The departments identified a need to offer fire personnel access to college-level education based on a national based curriculum in order to provide opportunities for advancement of the profession and development of personnel. In response, BPCC conducted an initial survey of fire department leadership in North Louisiana. See attached "Results of Initial Survey of Northwest Louisiana Fire Chiefs/Fire Department Supervisors" in Additional Attachments.

Based on the results of the survey, BPCC held a meeting of the Fire Science Advisory Board, composed of persons in positions of leadership with area fire departments. The committee reviewed the results of the survey, made recommendations on the curriculum, discussed the qualifications of the proposed faculty, and advised BPCC on the steps to move forward. (Attachment 4: Appendix A: Advisory Board minutes)

A needs survey was then distributed to area fire department personnel within the departments where leadership had agreed to allow the distribution of the survey. Eighty-five individuals responded to the survey. See attached "Needs Survey" located in the Additional Attachments section.

The surveys clearly reflect a desire by fire department leadership to provide access to their firefighter and EMS personnel with an avenue of meaningful, college-level professional development. Input from these leaders recognizes the ongoing level of sophistication and complexity involved in fire and emergency response, and a need to provide ongoing training to empower their personnel to increase their knowledge in order to respond safely and effectively. Additionally, the leadership has expressed a need for the development of leadership skills in their personnel and to advance the image and competency of their profession.

The surveys indicate that area firefighter and EMS personnel also recognize the need for continued college-level education to advance their own professional goals and to enhance the firefighter and EMS profession. They indicate a strong desire to pursue this advanced education if offered in a format (online) which they can access while continuing to work in fire service.

According to the occupational projections in Louisiana for 2016 – 2026, there is an expected increase of 610 positions (greater than 9% increase) of firefighters within that ten-year timespan (www.louisianaworks.net). Firefighters will require a broader scope of knowledge in their profession as the state sees a greater diversity of industries such as oil and gas production and transportation and chemical production and transportation (https://www.newsmax.com/fastfeatures/industries-louisianaeconomy/2015/04/08/id/637289/). As these and other industries grow in the state, firefighters will encounter more diverse situations that will require expertise beyond their current training. By providing courses directly geared for these more varied circumstances, firefighters will have a familiarity with the most current techniques and equipment.

The FESHE national curriculum is designed to promote a structured, organized curriculum that will enhance firefighter and EMS personnel knowledge, thus promoting increased safety and efficiency. National professional organizations such as the National Fire Academy have recognized that the profession of Fire Science has become increasingly complex with advancements in technology, construction, and personal protection devices. In Louisiana, the abundance of petrochemical industries dictates the need for an increased knowledge of underlying scientific principles to enhance the safety and efficiency of firefighter personnel, the citizens and protection of property.

The proposed BPCC program differs from existing programs offered at LSU Eunice and Delgado Community College in that the BPCC program is

(1) Designed primarily to provide instruction of advanced level concepts to persons who already possess entry-level knowledge and competency;
(2) Based on a national model curriculum; and
(3) Offered entirely in an online format.

As evidenced by the letters of support from firefighter departments/ fire chiefs (Attachment 4: Appendix B: Letters of Support) and the results of needs surveys, the offering of this proposed program is needed to promote and enhance the profession and promote the safety of the citizens.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: Distance Education

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No	Hire Adjunct Faculty: No	Hire Full-Time Faculty: Yes
# - Full Time: 0 **# - Part Time:** 0	**# -** 0	**# -** 1

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: BS in Fire Science	**Experience:** 5 years in Fire Service	**Certification:** Fire Instructor II, EMT Instructor, Louisiana-licensed EMT

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Science, Nursing, and Allied Health

Describe how this change will affect the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.

The Fire Science program will be housed in the Division of Science, Nursing, and Allied Health of BPCC under the supervision of a Program Director who will report to the Dean of that division.

To initiate the program, a full-time Program Director will be hired. This will constitute a new position. Following the standard practice for BPCC Program Directors, the Program Director of the Fire Science program will concurrently direct the program while teaching classes. During initial development of the program, the full-time responsibilities of the Program Director will involve working with the BPCC team and the program Advisory Board to develop the program courses. Once the Fire Science courses are ready to be offered, the Fire Science Program Director will initially provide online instruction for two courses per semester while continuing the development of the program. Following initial development of the coursework, the Program Director's responsibilities will include instruction and other responsibilities of full-time faculty (comprising 70% of the workload) and administration of the Fire Science program (comprising 30% of the full-time workload). If program enrollment dictates the expansion of course offerings, adjunct faculty will be hired to instruct these courses.

As the Fire Science courses will all be offered online, there are no additional classrooms or laboratory rooms required. The Program Director will be provided with an office large enough to allow the instructional design consultant to comfortably assist. Appropriate office space is currently available on the BPCC campus in the Science, Nursing, and Allied Health building (Building B). The office will be furnished with appropriate technology and office furniture and supplies to support the Program Director and support persons.

Current BPCC faculty, including faculty from Science disciplines, Construction Technology faculty, and Emergency Medical Technician program faculty, will serve in a consultative role during the development of the curriculum and the ongoing offering of the courses. Additionally, the Division of Educational Technology has the equipment and personnel necessary to provide support for the development of the program. No additional expenditures will be necessary within that division to support the development of the Fire Science program.

The BPCC Department of Institutional Advancement will pursue grants to support the Fire Science degree program. Given that First-Line Supervisors of Fire Fighting and Prevention Workers (33-1021) and Firefighters (33-2011) are four-star jobs as defined by the Louisiana Workforce Commission, this program qualifies for the Louisiana Community and Technical College System Rapid Response Grant Program with fund start-up projects and programs. This new program is an ideal candidate for this grant opportunity.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING					

DISTANCE EDUCATION	100	140	180	220	260

Describe Process for Attaining & Estimating Enrollment:	Numbers are based on data obtained from needs assessment surveys and on the prior enrollment of past semesters of programs that were initiated within the Division of Science, Nursing, and Allied Health. We project that approximately 100 students will enroll in the core courses in the initial semester the program begins. For each subsequent semester (except summers), the number is projected to increase by an additional 20 students to a maximum of approximately 300 students who will be declared Fire Science degree majors.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Fire Science					Credit Hours: 30.00		
		Core Fire Science Courses	0.00	0.00	0.00	0.00	0.00
FRSC	100	Principles of Emergency Services	1.00	0.00	15.00	1.00	0.00
FRSC	110	Building Construction for Fire Protection	3.00	0.00	45.00	3.00	0.00
FRSC	120	Fire Behavior and Combustion	3.00	0.00	45.00	3.00	0.00
FRSC	130	Principles of Fire and Emergency Services Safety & Survival	3.00	0.00	45.00	3.00	0.00
FRSC	140	Fire Prevention	3.00	0.00	45.00	3.00	0.00
FRSC	150	Fire Protection Systems	2.00	0.00	30.00	2.00	0.00
		Non-Core Fire Science Courses (15 credits required from the following)	0.00	0.00	0.00	0.00	0.00

FRSC	200	Legal Aspects of Emergency Services	3.00	0.00	45.00	3.00	0.00
FRSC	210	Principles of Fire and Emergency Services Administration	3.00	0.00	45.00	3.00	0.00
FRSC	220	Fire Protection Hydraulics and Water Supply	3.00	0.00	45.00	3.00	0.00
FRSC	230	Occupational Safety and Health for Emergency Services	3.00	0.00	45.00	3.00	0.00
FRSC	240	Strategy and Tactics	3.00	0.00	45.00	3.00	0.00
FRSC	250	Hazardous Materials Chemistry	3.00	0.00	45.00	3.00	0.00
FRSC	260	Fire Investigation I	3.00	0.00	45.00	3.00	0.00
FRSC	270	Fire Investigation II	3.00	0.00	45.00	3.00	0.00

BENEFITS TO THE SYSTEM

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

The benefits of the proposed Fire Science program include
•   Providing an avenue of continued education for firefighting personnel to deepen their knowledge in many areas related to firefighting such as fire prevention, emergency planning and response, fire investigation, and hazardous waste management; •
Preparing individuals for management positions within fire departments by providing education in areas such as budgeting, human resource management, supervision methods and procedures, and ethics;
•   Providing industry personnel who work in areas of high fire risk and hazardous materials transport with an online education focusing on hazardous materials response, fire response, and knowledge necessary to minimizing fire risk and enhancing safety; and
•   Possibly reducing insurance rates of Louisiana businesses and homeowners by providing additional training to firefighting personnel.

KEYWORDS

Fire Science, Certificate of Technical Studies, Fire Protection, Emergency Services, Fire Safety, Building Fire Codes, Fire Behavior, Fire Prevention, Fire Protection Systems, Hydraulics and Water Supply Related to Firefighting, Handling Hazardous Materials, Fire Investigation, Fire and Emergency Service Administration

TYPE OF PROPOSED CHANGE : New Program

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 : 5 Stars

Name: Culinary Arts

Program Delivery Mode: Standard

CIP: 12.0503 | **Credit Hours:** 45.00 | **Contact Hours:** 775.00 | Technical Diploma (T.D.)

IBC: ServSafe	Issuing Body: National Restaurant Association	Course Title: Sanitation	Course Prefix: CULA	Course Number: 100	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Nutrition	Issuing Body: National Restaurant Association	Course Title: Nutrition	Course Prefix: CULA	Course Number: 110	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Test is Required

IBC: Hospitality Management	Issuing Body: National Restaurant Association	Course Title: The Hospitality Industry	Course Prefix: CULA	Course Number: 130	Credits Awarded: 1.00	IBC Awarded upon Completion? : No-Test is Required
IBC: Hospitality, Human Resource Management and Supervision	Issuing Body: National Restaurant Association	Course Title: Supervisory Management	Course Prefix: CULA	Course Number: 170	Credits Awarded: 3.00	IBC Awarded upon Completion? :
IBC: Profit and Loss	Issuing Body: National Restaurant Association	Course Title: Purchasing and Cost Control	Course Prefix: CULA	Course Number: 235	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.

BPCC currently offers the Certificate of Technical Studies in Culinary Arts. While the purpose of the Certificate of Technical Studies is to prepare graduates for entry-level positions in the restaurant industry, a new Technical Diploma provides more intermediate knowledge and skills to build upon and qualify for more advanced positions in the culinary industry.

The purpose of the proposed Technical Diploma in Culinary Arts is to
• Provide prospective culinary arts students with an advanced level of training and development;
• Provide prospective culinary arts students an academic work-ready foundation; and• Offer prospective culinary arts students the opportunity to earn a technical diploma.

Further, our objectives for implementation are to
• Establish the only available American Culinary Federation (ACF) approved and accredited Technical Diploma program in Northern Louisiana; and
• Achieve recognition as the Louisiana center of culinary excellence.

By using the current faculty and classroom-lab spaces and kitchen equipment, the Technical Diploma can be cost-effectively rolled out, and offering the program provides BPCC with the opportunity to serve BPCC's Culinary legacy graduates and qualified Prior Learning Assessment (PLA) culinary applicants. In support of the OLA2020 goals to increase the number of students served and the number of graduates, we are proposing this program to help us achieve that goal.

Learning Outcomes

Program learning outcomes of the Technical Diploma in Culinary Arts program reflect standards set forth by the American Culinary Federation (ACF). Recipients will have demonstrated
• Knowledge and applied skills to practice effectively as a professional chef in an intermediate position in the food industry;
• Comprehension of the fundamentals of mathematics as related to the culinary arts profession;
• Application of food preparation principles, including the fundamentals of food preparation, sanitation, menu planning, and dining room service;
• Ability to develop an in-depth personal nutrient analysis;
• Knowledge of the hospitality industry;
• Knowledge of intermediate supervisory skills;
• Knowledge and applied skills to practice effectively as a kitchen manager; and
• Comprehension of the fundamentals of profit and loss as related to the restaurant industry.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

- The Board of Regents approved the Certificate of Technical Studies in Culinary Arts, on January 27, 2000.
- This is the first time a Culinary Arts Technical Diploma program is being pursued by BPCC.

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

Justification for the proposed program is based upon data and feedback from several sources. The change will support needs for regional opportunities, industry scale and job growth, culinary-centric job growth, and current program expansion.

- Regional Opportunity Currently there are no ACF-accredited TD programs in Northern Louisiana. The closest ACF-accredited TD program is in Lafayette, Louisiana, which is 220 miles away from Caddo and Bossier Parishes.
- Industry Scale and Job Growth According to the Louisiana Restaurant Association, and Bureau of Labor Statistics and the US Census Bureau in 2016, the number of Louisiana food and beverage establishments amounted to 8,762. Further, "By 2028 the number of restaurant and foodservice industry will grow 7.1%, creating 15,400 additional jobs" (www.lra.org).
- Culinary-Centric Jobs Growth According to the Louisiana Restaurant Association, "Employment of chefs and head cooks specifically represents 91% of the job growth at 14,100 jobs" (www.lra.org).
- Current Program Expansion The new TD degree program will augment, and conveniently stack on top of, the existing Certificate of Technical Studies (CTS) program.
o By utilizing the existing classroom and lab spaces, we are able to drive new enrollment and promote growth through increased tuition revenues as well as capitalize on current space and equipment.
- Advisory Board and Regional Experts Testimonials o Testimony of Advisory Board members and those with expertise in the field evidences the need for expansion from a certificate program to a technical diploma program.
(See Exhibit 2 supporting data & Letters and Testimonials)

SITE(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: 3	# - 0	# - 0
# - Part Time: 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: Associate Degree	**Experience:** 1-3 years in industry	**Certification:** ServSafe Manager

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Division of 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.

Impact on Administrative Structure
- No impact on administrative personnel and support
- No impact on the current CTS program; the new T.D. program will seamlessly integrate, augment, and stack on top of the CTS.

Impact on Faculty
- No increased need for new faculty

Impact on Culinary department structure and other staffing
- Add two new Part-Time Lab Techs to help facilitate the fulltime faculty/chefs' directed instruction and students' skills-mastery-progression

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	15	30	35	40	45
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	Describe Process for Attaining & Estimating Enrollment: The enrollment prediction is formulated from several sources: the number of students currently enrolled in the CTS Culinary Arts courses, historical patterns of completion of those courses, assessments of current students, and assessment of the growth of similar programs. • 2019 BPCC Culinary Student Surveys: 28 of 28 or 100% of the responders indicated a desire to earn the AAS – Culinary Arts Degree, if available. While this implies all intend to enroll, we assumed a more conservative estimate, more consistent of that with SOWELA first cohort in year 2015, with the confidence that those who would earn the AAS would earn the TD during their culinary studies. • Louisiana Culinary School Historical Data: The table below shows recent SOWELA Culinary Student data illustrating the growth of their culinary arts program since the college revamped its A.A.S. degree program in 2015. Note their A.A.S. degree completers increased by 75% in 2017 versus completers in 2016. This is likely due to multiple cohorts in the program in 2016. We anticipate that similar pattern of growth in the second year at BPCC with robust growth in year two. In the subsequent years, we are assuming a diminishing marginal growth pattern as represented by our estimate, and correlating such growth with a TD credential that stacks into the A.A.S. curriculum. (See attached "SOWELA College Student Retention, Completion and Graduation Profile.")

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	Optional
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	The 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
Program, Degree or Concentration: Culinary Arts					**Credit Hours:** 45.00		
Semester: First Semester					**Credit Hours:** 17.00		
CULA	100	Sanitation	3.00	0.00	3.00	3.00	0.00
CULA	110	Nutrition	3.00	0.00	3.00	3.00	0.00
CULA	115	Culinary Math	2.00	0.00	2.00	2.00	0.00
CULA	120	Food Preparation Principles	0.00	18.00	18.00	6.00	0.00
CULA	125	Basic Skills Development	2.00	0.00	2.00	2.00	0.00
CULA	130	The Hospitality Industry	1.00	0.00	1.00	1.00	0.00
Semester: Second Semester					**Credit Hours:** 16.00		
CULA	140	Food Preparation Fundamentals	0.00	21.00	21.00	7.00	0.00

CULA	150	Menu Planning	3.00	0.00	3.00	3.00	0.00
CULA	160	Dining Room Service	1.00	0.00	1.00	1.00	0.00
CULA	170	Supervisory Management	3.00	0.00	3.00	3.00	0.00
CULA	180	Culinary Arts Externship	2.00	0.00	2.00	2.00	0.00

Semester: Third Semester — **Credit Hours:** 12.00

CULA	235	Purchasing and Cost Control	3.00	0.00	3.00	3.00	0.00
CULA	200	Regional Cuisine	3.00	0.00	3.00	3.00	0.00
CULA	210	International Cuisine	3.00	0.00	3.00	3.00	0.00
CULA	217	H.R. Development	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.

This program is being proposed to help students in north Louisiana find successful employment in the culinary industry and earn higher wages. Specifically, the program's benefits for students are captured below:
• Jobs and Career Opportunities: The state forecasting data and a BPCC historical 96% initial hiring rate present an optimistic view of the prospects for our culinary students.
• The Technical Diploma program will offer graduates who have earned the Certificate in Technical Studies the opportunity to further their education while working in the industry. Through the T.D. curriculum, students can develop additional culinary skills and knowledge to prepare them for more advanced positions in the industry.

Community Benefits
• With the projected growth of culinary jobs in Louisiana, the demand for educated culinary professionals, and historical industry turnover data (40 – 70% annually), employers are looking for trained individuals with the skills needed to make their establishments safe and successful.
• By retaining some of these local culinary graduates in Caddo and Bossier parish, the food and beverage industry helps these communities reap tax-base and socioeconomic benefits.

LCTCS Benefits
• The LCTCS will benefit from expanding its culinary TD program footprint to include northern Louisiana, as currently the other LCTCS programs are only offered significantly south of our region.
• This proposed expansion of the CTS in Culinary Arts to a Technical Diploma program will support achievement of LCTCS OLA2020 goals and strategic planning goals to increase the number of students served in the State as well as increase credential attainment and increase graduate earnings.
• While the CTS program requires 33 credit hours and 480 contact hours, the Culinary Arts Technical Diploma will require 45credit hours and 775 contact hours. These additional hours will produce citizens who can make a greater economic impact and contributions to the communities we serve.

KEYWORDS

Technical Diploma in Culinary Arts
Culinary Arts
BPCC
Menu Preparation
Food Preparation
Certification in Nutrition
ServSafe
ServSafe Manager
Hospitality Management
Protein Fabrication
Butchery and Fabrication
Culinary Math
ManageFirst Nutrition

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Medicolegal Death Investigation

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)

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NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 4 Stars

Name: Medicolegal Death Investigation   **Program Delivery Mode:** Online

CIP: 43.011   **Credit Hours:** 45.00   **Contact Hours:** 675.00   Technical Diploma (T.D.)

IBC: Registry Examination	Issuing Body: American Board of Medicolegal Death Investigators	Course Title: Medicolegal Death Investigation	Course Prefix: CJUS	Course Number: 294	Credits Awarded: 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.

The Technical Diploma in Medicolegal Death Investigation focuses on specialized training related to criminal investigation with an emphasis on forensic skills necessary for death scene investigation whether by natural or unnatural causes. This TD requires 9 credit hours (CJUS 101, CJUS 201, CJUS 291) of core Criminal Justice course offerings. The Technical Diploma will complement the Criminal Justice AAS program and is a "stackable" diploma with the Criminal Justice AAS in Medicolegal Death Investigation concentration.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

CJUS 298 was added as a CJUS elective option, which is an internship offering in response to local and regional police, probation and parole agency's requests. This addition was unanimously approved by the CJUS Program's Criminal Justice Advisory Board and the BPCC Curriculum Committee in spring 2018.

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

Students graduating with the Medicolegal Death Investigation concentration in Criminal Justice do not currently have any recognition of the concentration by diploma. When they earn the Associate of Applied Science in Criminal Justice degree, it is without any notation on the diploma of their very different degree requirements. This Technical Diploma will recognize students 'specialized training following the Medicolegal Death Investigation curriculum while still stackable into the AAS of Criminal Justice Medicolegal Death Investigation concentration. The CJUS Advisory Board, made up of local, State and Federal law enforcement personnel, as well as partner 4-year college representatives, such as Northwester State University with whom BPCC has a strong articulation for a seamless transition to the Bachelor's Degree, voted and unanimously approved this Technical Diploma in Medicolegal Death Investigation as a needed part of the CJUS offerings.

SITE(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: 3 # - Part Time: 3	# - 0	# - 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: Master's Degree in Criminal Justice	Experience: 5 years policing experience	Certification:

Department : Behavioral and Social Sciences

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.

No new resources needed; program is stackable within existing AAS.

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING					
DISTANCE EDUCATION	70	77	85	94	104

Describe Process for Attaining & Estimating Enrollment:	Present enrollment X 10% growth.		

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Medicolegal Death Investigation					**Credit Hours:** 45.00		
CJUS	101	Introduction to Criminal Justice	3.00	0.00	3.00	3.00	0.00
CJUS	291	Evidence & Procedure	3.00	0.00	3.00	3.00	0.00
BLGY	120	Intro to Human Anatomy & Physiology	3.00	0.00	3.00	3.00	0.00
CJUS	201	Criminal Law	3.00	0.00	3.00	3.00	0.00
SLGY	Elective		3.00	0.00	3.00	3.00	0.00
Semester: Second					**Credit Hours:** 15.00		
ALHT	105	Medical Ethics & Law	3.00	0.00	3.00	3.00	0.00
CJUS	202	Criminal Investigation	3.00	0.00	3.00	3.00	0.00
CJUS	295	Criminalistics	3.00	0.00	3.00	3.00	0.00
PSYC	225	Loss & Death	3.00	0.00	3.00	3.00	0.00
Humanities	Elective		3.00	0.00	3.00	3.00	0.00
Semester: Third					**Credit Hours:** 15.00		
ALHT	206	Pathophysiology	3.00	0.00	3.00	3.00	0.00
CJUS	204	Accident Investigation	3.00	0.00	3.00	3.00	0.00
CJUS	294	Medicolegal Death Investigation	3.00	0.00	3.00	3.00	0.00
CJUS	299 OR 298	Juvenile Justice or Internship in Criminal Justice	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.

Bossier Parish Community College is one of only a few colleges to offer Medicolegal Death Investigation in the U.S. Students who have successfully completed this difficult program can now be academically recognized as completing a specialized curriculum focused on death scene investigation. Coroner's offices needing applicants with this unique training will now have better documentation of the applicant's specialized medicolegal death investigation academic college level training. It is important to all communities to have quality-level field death investigators.

KEYWORDS

Medicolegal, death scene investigation, Registry Exam

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Multimedia Specialist

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: Multimedia Specialist   **Program Delivery Mode:** Standard

CIP: 50.0401   **Credit Hours:** 60.00   **Contact Hours:** 900.00   Technical Diploma (T.D.)

IBC	Issuing Body	Course Title	Course Prefix	Course Number	Credits Awarded	IBC Awarded upon Completion?
IBC: Adobe Certified Associate (ACA) in Premiere Pro	**Issuing Body:** Adobe and Certiport	**Course Title:** Video Editing	**Course Prefix:** COMM	**Course Number:** 202	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Test is Required
IBC: Adobe Certified Associate (ACA) in Photoshop	**Issuing Body:** Adobe and Certiport	**Course Title:** Adobe Photoshop	**Course Prefix:** COMM	**Course Number:** 216	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Test is Required
IBC: Adobe Certified Associate (ACA) in Illustrator	**Issuing Body:** Adobe and Certiport	**Course Title:** Adobe Illustrator	**Course Prefix:** COMM	**Course Number:** 218	**Credits Awarded:** 3.00	**IBC Awarded upon Completion?** : No-Test is Required

IBC: Adobe Certified Associate (ACA) in InDesign	Issuing Body: Adobe and Certiport	Course Title: Publication Design	Course Prefix: COMM	Course Number: 223	Credits Awarded: 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.

The Technical Diploma (TD) in Multimedia Specialist focuses on specialized training that prepares students to be creative professionals in media-related services. Both non-profit and for-profit employers utilize Multimedia Specialists to communicate with the public using a variety of media skills to create promotional materials, online content, video, and other projects. The TD in Multimedia Specialist includes four Industry-Based Credentials (IBC) and is a "stackable" diploma with the Associate of Applied Science in Communication Media.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

None

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

The Technical Diploma (TD) in Multimedia Specialist is being created in response to advisory board recommendations because of the continued development of multimedia communication globally. The objective is to create a program that provides job skills that local employers are needing and requesting. The TD in Multimedia Specialist will recognize the specialized training and job readiness of the students while still being "stackable" to the Associate of Applied Science in Communication Media. Members of the Communication Media Advisory Board, local and regional media-related professionals, voted to approve this TD in Multimedia Specialist as part of the Communication Media Program.

SITE(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 IMPLEMENTATION COSTS

Department :

Support :	Related Fields :	Other :

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

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Master's degree with at least 18 graduate semester hours in any combination of the qualifying fields: Film and Media Production, Digital Media, Film Production, Media Arts: Filmmaking, Communication, Communication Studies, Media Studies, Digital Media, New Media Journalism, Mass Communication, Animation & Digital Arts, Media Arts, Advertising & Public Relations, and Graphic Design or Bachelor's Degree with alternate credential based on professional experience	**Experience:** No Requirement	**Certification:** No Requirement

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Communication and Performing Arts

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.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	115	127	140	154	170
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	The current year's enrollment was used with a 10% increase each year.						

PROGRAM ACCREDITATION:

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

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

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: Multimedia Specialist					**Credit Hours:** 60.00		
COMM	170	Introduction to Mass Media	3.00	0.00	3.00	3.00	0.00
COMM	135	Design for Media	3.00	0.00	3.00	3.00	0.00
COMM	160	Photography	3.00	0.00	3.00	3.00	0.00
COMM	202	Video Editing	3.00	0.00	3.00	3.00	0.00
COMM	216	Adobe Photoshop	3.00	0.00	3.00	3.00	0.00
Semester: Second					**Credit Hours:** 15.00		
COMM	141	Social Media Marketing	3.00	0.00	3.00	3.00	0.00
COMM	201	Video Post-Production	3.00	0.00	3.00	3.00	0.00
COMM	210	Copywriting for Mass Media	3.00	0.00	3.00	3.00	0.00
COMM	218	Adobe Illustrator	3.00	0.00	3.00	3.00	0.00

COMM	223	Publication Design	3.00	0.00	3.00	3.00	0.00

Semester: Third			**Credit Hours:** 15.00	

COMM	110	Introduction to Audio Editing	3.00	0.00	3.00	3.00	0.00
COMM	211	Newswriting	3.00	0.00	3.00	3.00	0.00
COMM	256	Introduction to Multimedia Journalism	3.00	0.00	3.00	3.00	0.00
COMM	270	Commercial Photography	3.00	0.00	3.00	3.00	0.00
COMM	280	Digital Cinema Production	3.00	0.00	3.00	3.00	0.00

Semester: Fourth			**Credit Hours:** 15.00	

COMM	Elective*	*Any COMM Course	3.00	0.00	3.00	3.00	0.00
COMM	Elective*	*Any COMM Course	3.00	0.00	3.00	3.00	0.00
COMM	Elective*	*Any COMM Course	3.00	0.00	3.00	3.00	0.00
COMM	230	Communication Internship	3.00	0.00	3.00	3.00	0.00
COMM	258	Media Portfolio	3.00	0.00	3.00	3.00	0.00

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.

When this diploma is in place, Bossier Parish Community College will lead colleges in Louisiana and beyond in offering course work applicable to the field of multimedia specialist. The multimedia employers from Northwest Louisiana that comprise the BPCC Communication Media Advisory Board (as well as trends in the industry nationwide) have demonstrated a need for diversely-skilled multimedia content creators. This diploma will provide our students with verification of the qualifying specialized training they have completed.

KEYWORDS

Adobe, Adobe Certified Associate, Premiere Pro, Illustrator, Photoshop, InDesign, Multimedia specialist

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : Fire Science

AWARD LEVEL(S)

For Board of Regents and LCTCS Review:

Associate of Applied Science (A.A.S.)

Name:

For LCTCS Review:

Technical Diploma (T.D.)

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

Career and Technical Certificate (C.T.C)

TCA - For Archive Purpose Only

NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 4 Stars

Name: Fire Science

Program Delivery Mode: Online

CIP: 43.0202   **Credit Hours:** 60.00   **Contact Hours:** 900.00   Associate of Applied Science (A.A.S.)

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

The purpose of the proposed Associate of Applied Science in Fire Science is to provide a structured program of college-level education based on the Fire and Emergency Services Higher Education (FESHE) national model curriculum. The objectives of the program are to

(1)   Provide an avenue of continued education for firefighting personnel. Firefighters receive a basic training on the techniques of fighting fires, rescuing, etc., and the use of the equipment associated with their profession. This degree will deepen their knowledge of fire (physical properties, causes, etc.); fire prevention; emergency planning and response; and management of hazardous waste, including accidents, as well as help prepare individuals for management positions within their departments. The program will be offered completely online to accommodate the widely varying work schedules of firefighters and Emergency Medical Services (EMS) personnel (e.g., 24 hours on, 24 hours off).

(2)   Provide an avenue for persons interested in fire science, including those serving on volunteer fire departments, with access to online education and thus become citizens who are more knowledgeable of fire safety and prevention, and

(3)   Provide industry personnel who work in areas of high fire risk and hazardous materials transport with an online education focusing hazardous materials response, fire response, and knowledge necessary to minimizing fire risk and enhancing safety.

Learning Outcomes
    Upon completion of the program, the graduate will be able to demonstrate
(1) Knowledge of the fire protection and emergency services profession;
(2) An understanding of building construction and fire alarm and suppression systems to promote and enhance safety and fire prevention;
(3) The ability to apply scientific principles to predict the behavior of fires;
(4) Application of federal, state, and local laws to provide ethical leadership in fire and EMS services;
(5) Knowledge of advanced principles of firefighting techniques, including hydraulics and water supply and principles of ground control;
(6) The ability to analyze occupational health and safety risks and hazards, including recognition and response to hazardous materials;
(7) Knowledge of foundational and advanced fire investigation; and
(8) Proficiency in general education competencies, including reading, written communication, oral communication, mathematical computation, critical thinking, research skills, and computer literacy.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

*   Bossier Parish Community College was contacted by local fire departments requesting the development of Fire Science degrees.
*   BPCC conducted an initial survey of fire department leadership in Northwest Louisiana to determine the level of interest. (Results are presented in the following section.)
*   A Fire Science Advisory Board was formed and met to discuss many of the aspects of the degree such as proposed curriculum, program director qualifications, course content, course delivery, etc. (Attachment 4: Appendix A: Advisory Board minutes)
*   A needs survey of firefighter personnel was conducted to determine their level of interest in the program. (Results are presented in the following section.)
*   Master syllabi for each Fire Science course were developed based on the FESHE National Curriculum. (Attachment 2: Academic Course Development sheets/ Master Syllabi)
*   A course design template developed by the BPCC Division of Educational Technology to address consistency and promote compliance with Quality Matters standards were completed for two courses, and two others are currently in progress.

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

The original investigation into the feasibility of BPCC offering an associate degree in Fire Science was based upon a request from local fire departments. The departments identified a need to offer fire personnel access to college-level education based on a national based curriculum in order to provide opportunities for advancement of the profession and development of personnel. In response, BPCC conducted an initial survey of fire department leadership in North Louisiana. See attached "Results of Initial Survey of Northwest Louisiana Fire Chiefs/Fire Department Supervisors" in Additional Attachments.

Based on the results of the survey, BPCC held a meeting of the Fire Science Advisory Board, composed of persons in positions of leadership with area fire departments. The committee reviewed the results of the survey, made recommendations on the curriculum, discussed the qualifications of the proposed faculty, and advised BPCC on the steps to move forward. (Attachment 4: Appendix A: Advisory Board minutes)

A needs survey was then distributed to area fire department personnel within the departments where leadership had agreed to allow the distribution of the survey. Eighty-five individuals responded to the survey. See attached "Needs Survey" located in the Additional Attachments section.

The surveys clearly reflect a desire by fire department leadership to provide access to their firefighter and EMS personnel with an avenue of meaningful, college-level professional development. Input from these leaders recognizes the ongoing level of sophistication and complexity involved in fire and emergency response, and a need to provide ongoing training to empower their personnel to increase their knowledge in order to respond safely and effectively. Additionally, the leadership has expressed a need for the development of leadership skills in their personnel and to advance the image and competency of their profession.

The surveys indicate that area firefighter and EMS personnel also recognize the need for continued college-level education to advance their own professional goals and to enhance the firefighter and EMS profession. They indicate a strong desire to pursue this advanced education if offered in a format (online) which they can access while continuing to work in fire service.

According to the occupational projections in Louisiana for 2016 – 2026, there is an expected increase of 610 positions (greater than 9% increase) of firefighters within that ten-year timespan (www.louisianaworks.net). Firefighters will require a broader scope of knowledge in their profession as the state sees a greater diversity of industries such as oil and gas production and transportation and chemical production and transportation (https://www.newsmax.com/fastfeatures/industries-louisianaeconomy/2015/04/08/id/637289/). As these and other industries grow in the state, firefighters will encounter more diverse situations that will require expertise beyond their current training. By providing courses directly geared for these more varied circumstances, firefighters will have a familiarity with the most current techniques and equipment.

The FESHE national curriculum is designed to promote a structured, organized curriculum that will enhance firefighter and EMS personnel knowledge, thus promoting increased safety and efficiency. National professional organizations such as the National Fire Academy have recognized that the profession of Fire Science has become increasingly complex with advancements in technology, construction, and personal protection devices. In Louisiana, the abundance of petrochemical industries dictates the need for an increased knowledge of underlying scientific principles to enhance the safety and efficiency of firefighter personnel, the citizens and protection of property.

The proposed BPCC program differs from existing programs offered at LSU Eunice and Delgado Community College in that the BPCC program is

(1) Designed primarily to provide instruction of advanced level concepts to persons who already possess entry-level knowledge and competency;
(2) Based on a national model curriculum; and
(3) Offered entirely in an online format.

As evidenced by the letters of support from firefighter departments/ fire chiefs (Attachment 4: Appendix B: Letters of Support) and the results of needs surveys, the offering of this proposed program is needed to promote and enhance the profession and promote the safety of the citizens.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: Distance Education

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No	Hire Adjunct Faculty: No	Hire Full-Time Faculty: Yes
# - Full Time: 0	# - 0	# - 1
# - Part Time: 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: BS in Fire Science	**Experience:** 5 years in Fire Service	**Certification:** Fire Instructor II, EMT Instructor, Louisiana-licensed EMT

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Science, Nursing, and Allied Health

Describe how this change will affect the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.

The Fire Science program will be housed in the Division of Science, Nursing, and Allied Health of BPCC under the supervision of a Program Director who will report to the Dean of that division.

To initiate the program, a full-time Program Director will be hired. This will constitute a new position. Following the standard practice for BPCC Program Directors, the Program Director of the Fire Science program will concurrently direct the program while teaching classes. During initial development of the program, the full-time responsibilities of the Program Director will involve working with the BPCC team and the program Advisory Board to develop the program courses. Once the Fire Science courses are ready to be offered, the Fire Science Program Director will initially provide online instruction for two courses per semester while continuing the development of the program. Following initial development of the coursework, the Program Director's responsibilities will include instruction and other responsibilities of full-time faculty (comprising 70% of the workload) and administration of the Fire Science program (comprising 30% of the full-time workload). If program enrollment dictates the expansion of course offerings, adjunct faculty will be hired to instruct these courses.

As the Fire Science courses will all be offered online, there are no additional classrooms or laboratory rooms required. The Program Director will be provided with an office large enough to allow the instructional design consultant to comfortably assist. Appropriate office space is currently available on the BPCC campus in the Science, Nursing, and Allied Health building (Building B). The office will be furnished with appropriate technology and office furniture and supplies to support the Program Director and support persons.

Current BPCC faculty, including faculty from Science disciplines, Construction Technology faculty, and Emergency Medical Technician program faculty, will serve in a consultative role during the development of the curriculum and the ongoing offering of the courses. Additionally, the Division of Educational Technology has the equipment and personnel necessary to provide support for the development of the program. No additional expenditures will be necessary within that division to support the development of the Fire Science program.

The BPCC Department of Institutional Advancement will pursue grants to support the Fire Science degree program. Given that First-Line Supervisors of Fire Fighting and Prevention Workers (33-1021) and Firefighters (33-2011) are four-star jobs as defined by the Louisiana Workforce Commission, this program qualifies for the Louisiana Community and Technical College System Rapid Response Grant Program with fund start-up projects and programs. This new program is an ideal candidate for this grant opportunity.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING					

DISTANCE EDUCATION	100	140	180	220	260
Describe Process for Attaining & Estimating Enrollment:	Numbers are based on data obtained from needs assessment surveys and on the prior enrollment of past semesters of programs that were initiated within the Division of Science, Nursing, and Allied Health. We project that approximately 100 students will enroll in the core courses in the initial semester the program begins. For each subsequent semester (except summers), the number is projected to increase by an additional 20 students to a maximum of approximately 300 students who will be declared Fire Science AAS degree majors.				

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No **Accreditation status:**
Type/Name of Program Accreditation, Licensure or Certification Required:	

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: Fire Science					**Credit Hours:** 60.00		
Semester: First Semester					**Credit Hours:** 12.00		
ENGL	101	Composition & Rhetoric I	3.00	0.00	45.00	3.00	0.00
MATH	101 or 102	Applied Algebra for College Students or College Algebra	3.00	0.00	45.00	3.00	0.00
FRSC	100	Principles of Emergency Services	1.00	0.00	15.00	1.00	0.00
FRSC	110	Building Construction for Fire Protection	3.00	0.00	45.00	3.00	0.00
FRSC	120	Fire Behavior and Combustion	2.00	0.00	30.00	2.00	0.00
Semester: Second Semester					**Credit Hours:** 15.00		
ENGL	102	Composition and Rhetoric II	3.00	0.00	45.00	3.00	0.00

FRSC	130	Principles of Fire and Emergency Services Safety & Survival	3.00	0.00	45.00	3.00	0.00
FRSC	140	Fire Prevention	3.00	0.00	45.00	3.00	0.00
FRSC	150	Fire Protection Systems	3.00	0.00	45.00	3.00	0.00
		Approved Science Elective	3.00	0.00	45.00	3.00	0.00

Semester: Third Semester   **Credit Hours:** 18.00

SPCH	110 or 115	Public Speaking or Interpersonal Communication	3.00	0.00	45.00	3.00	0.00
		Humanities Elective	3.00	0.00	45.00	3.00	0.00
FRSC	200	Legal Aspects of Emergency Services	3.00	0.00	45.00	3.00	0.00
FRSC	210	Principles of Fire and Emergency Services Administration	3.00	0.00	45.00	3.00	0.00
FRSC	220	Fire Protection Hydraulics and Water Supply	3.00	0.00	45.00	3.00	0.00
FRSC	230	Occupational Safety and Health for Emergency Services	3.00	0.00	45.00	3.00	0.00

Semester: Fourth Semester   **Credit Hours:** 15.00

		Social / Behavioral Science Elective	3.00	0.00	45.00	3.00	0.00
FRSC	240	Strategy and Tactics	3.00	0.00	45.00	3.00	0.00
FRSC	250	Hazardous Materials Chemistry	3.00	0.00	45.00	3.00	0.00
FRSC	260	Fire Investigation I	3.00	0.00	45.00	3.00	0.00
FRSC	270	Fire Investigation II	3.00	0.00	45.00	3.00	0.00

BENEFITS TO THE SYSTEM

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

The benefits of the proposed Fire Science degree include
•   Providing an avenue of continued education for firefighting personnel to deepen their knowledge in many areas related to firefighting such as fire prevention, emergency planning and response, fire investigation, and hazardous waste management; • Preparing individuals for management positions within fire departments by providing education in areas such as budgeting, human resource management, supervision methods and procedures, and ethics;
•   Providing industry personnel who work in areas of high fire risk and hazardous materials transport with an online education focusing on hazardous materials response, fire response, and knowledge necessary to minimizing fire risk and enhancing safety; and
•   Possibly reducing insurance rates of Louisiana businesses and homeowners by providing additional training to firefighting personnel.

KEYWORDS

Fire Science, Associate of Applied Science, Fire Protection, Emergency Services, Fire Safety, Building Fire Codes, Fire Behavior, Fire Prevention, Fire Protection Systems, Hydraulics and Water Supply Related to Firefighting, Handling Hazardous Materials, Fire Investigation, Fire and Emergency Service Administration

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : Engineering Technology

AWARD LEVEL(S)

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 4 Stars

Name: Engineering Technology with concentrations in Engineering Graphics, **Program Delivery Mode:** Standard
Automation and Controls, Advanced Manufacturing and Mechatronics, and newly proposed
Industrial Maintenance

CIP: 15.0612	**Credit Hours:** 63.00	**Contact Hours:** 945.00	Associate of Applied Science (A.A.S.)

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

To stay current with industry language and for marketing and recruiting purposes, the program director and faculty presented a program name change from Industrial Technology to Engineering Technology to be voted on at the Advisory Board meeting on February 22, 2019. The vote in favor of the program name change was unanimous.

IMPLEMENTATION DATE **(Semester and Year)**	Fall 2019

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

The Industrial Technology program was approved in June 2011. This program has continued to expand with programmatic focus on automation and controls, engineering graphics, advanced manufacturing and mechatronics, and industrial maintenance. We continue to update coursework through advisory board meetings, industry outreach/support, and requests from local industry. The name change to Engineering Technology supports the program that has evolved from the original in 2011.

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Associate degree, bachelor's or master's preferred	**Experience:** At least 5 years of work experience in the subject area or 3 years of work experience in subject area with IBCs	**Certification:** Any IBC related to Engineering Graphics, Industrial Technology, Manufacturing, or Architecture

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Division of 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.

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 :**

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes # - **Full Time:** 2 # - **Part Time:** 3	**Hire Adjunct Faculty:** No # - 0	**Hire Full-Time Faculty:** No # - 0

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

In a quick survey of similar programs in 4-year schools in the state and other 2-year institutions in- and out-of-state, most programs with similar descriptions and learning outcomes had moved to or are moving to Engineering Technology rather than Industrial Technology. This item was a discussion item at the 2018 advisory board, with the charge left to BPCC faculty and staff to research other programs. With presenting the findings this year, the board agreed in support of changing the name.

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

There will be no change.

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status:
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 Hours	Clinical Hours
Program, Degree or Concentration: Engineering Technology					**Credit Hours:** 63.00		

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

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING	61	71	85	90	100
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	Classes are currently offered in afternoon or evening. Numbers are based on current enrollment.

This change will allow us to market the true knowledge and skills gained through these programs. The programs are rigorous and prepare the student for the workforce in numerous sectors. We have full support from our advisory board to make the change to Engineering Technology.

KEYWORDS

Engineering Technology, Engineering Graphics, Advanced Manufacturing