



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

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Creating Futures

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Student Members:  
Jeremy Gray  
Raissa Oliveira Yantis

Louisiana  
Community  
& Technical  
College System

265 South Foster Drive  
Baton Rouge, LA 70806

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www.lctcs.edu

TO: Dr. Monty Sullivan  
LCTCS President

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

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

SUBJECT: Program Requests at Delgado Community College

DATE: 05/27/2019

**FOR BOARD ACTION:**

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

**Program Additions**

1. Associate of Applied Science (AAS), Cloud Computing (CIP 11.0101) – 5 STARS
  - a. Career and Technical Certificate (CTC), Cloud Computing (CIP 11.0101) with an IBC in Cloud Foundations from Amazon Web Service – 5 STARS
2. Associate of Applied Science (AAS), Paralegal Studies (CIP 22.0302)– 5 STARS
3. Certificate of Technical Studies (CTS) Veterinary Assistant (CIP 51.0808)– 3 STARS
4. Career and Technical Certificate (CTC), Entry-level Pharmacy Technician (CIP 51.0805) with an IBC in Entry-level Pharmacy Technician from the Louisiana State Board of Pharmacy– 3 STARS

**Program Modifications**

5. Certificate of Technical Studies (CTS) Advanced-Practice Pharmacy Technician (CIP 51.0805) – 3 STARS

**APPROVED**

*JK* 6/12/17  
LCTCS BOARD OF SUPERVISORS



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**Background:** Delgado Community College is requesting to add an Associate of Applied Science (AAS) degree and Career and Technical Certificate (CTC) program in Cloud Computing to provide opportunities to establish strong foundations in cloud computing for employment. The proposed program will be part of an LCTC System-wide initiative to create a state-wide common associate degree in Cloud Computing. The College and LCTCS have partnered with DXC Technology, Inc. and Amazon Web Services to provide training to support the growing Information Technology sector in the Greater New Orleans area.

Delgado Community College is requesting to add an Associate of Applied Science degree program in Paralegal Studies. Delgado's program is being developed in response to a need from the Greater New Orleans workforce. Through a survey, employers indicated a rising need for skilled paralegals in the New Orleans area.

Delgado Community College is requesting to add a Certificate of Technical Studies (CTS) program in Veterinary Assistant to prepare students for entry-level positions in veterinary hospitals. A needs assessment survey was conducted and responses were received from veterinary hospitals in the Greater New Orleans area. Survey responses indicated a need for qualified individuals in Veterinary Assistant positions with strong support of the proposed program.

Delgado Community College is requesting to add a Career and Technical Certificate (CTC) program in Entry-Level Pharmacy Technician to prepare students for practice as Entry-Level pharmacy technicians in a variety of settings. The Delgado Pharmacy Technician Advisory Board recommended that there be an entry-level option with an opportunity to pursue advanced-level education and training to place a larger number of graduates into the workforce more quickly. To align with the proposed CTC, the program name of the Certificate of Technical Studies (CTS) requires a name change from Pharmacy Technician to Advanced-Practice Pharmacy Technician.

**Fiscal Impact:** 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.

  
\_\_\_\_\_  
**Approved for Recommendation to the Board  
Dr. Monty Sullivan**

6.12.19  
\_\_\_\_\_  
**Date**

**Delgado Entry-level Pharmacy Technician, C.T.C. - 05/11/2019**

**TYPE OF PROPOSED CHANGE :** New Program

**PROGRAM NAME :** Entry-level Pharmacy Technician, C.T.C.

**AWARD LEVEL(S)**

<p><b>For Board of Regents and LCTCS Review:</b></p> <p><b>Name:</b></p>	<p><b>For LCTCS Review:</b></p> <p>Technical Diploma (T.D.)</p> <p>Certificate of Technical Studies (C.T.S.)</p> <p>Career and Technical Certificate (C.T.C)</p> <p>TCA - For Archive Purpose Only</p>
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**NAME OF PROGRAM(S) and AWARD LEVEL(S)**

**Stars :** 3 Stars

**Name:** Entry-level Pharmacy Technician, C.T.C. **Program Delivery Mode:** Standard

**CIP:** 51.0805 **Credit Hours:** 18.00 **Contact Hours:** 510.00 Career and Technical Certificate (C.T.C)

<b>IBC:</b> Entry-Pharmacy Technician	<b>Issuing Course Title:</b> Louisiana State Board of Pharmacy	<b>Course level</b>	<b>Course Credits Awarded:</b>	0.00	<b>Number:</b> IBC <b>Awarded upon Completion?</b> : No-Test is Required
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**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.**

Delgado Community College proposes an eighteen (18) credit hour Career and Technical Certificate (C.T.C.) program in Entry-level Pharmacy Technician. The proposed Entry-Level Pharmacy Technician program will prepare students for practice as Entry-level pharmacy technicians in a variety of contemporary settings (e.g., community, hospital, home care, long-term care) and for the national certification exam.

The proposed program in will seek professional accreditation from the American Society of Health System Pharmacists (ASPH). The current C.T.S. program holds accredited status with this agency.

Upon completion of the C.T.C. program in Entry-Level Pharmacy Technician, graduates will be able to:

- ? Demonstrate ability to apply critical thinking skills related to math, pharmacology, and pharmacy operations needed for an entry-level pharmacy technician.
- ? Demonstrate the ability to apply the communication and customer service skills needed for interactions with patients and other healthcare professionals
- ? Accurately perform pharmaceutical calculations applicable to an entry-level pharmacy technician position in community and institutional pharmacy settings.
- ? Apply the laws governing the practice of pharmacy at the state and federal levels
- ? Transcribe, fill, and distribute prescriptions for medication in both the community

**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.**

## Influences for Change:

February 2017 – Stakeholder Consensus Conference2

Addressed 7 areas affecting Pharmacy Technicians. 89 Participants including pharmacists and technicians from differing areas of practice and educational settings, pharmacy associations, regulators, and the general public.

Findings that are relevant to the Delgado Pharmacy Technician Program proposed changes:

### • Pharmacy Technician Education:

95% agreed: The profession of pharmacy should move urgently towards the development and adoption of national standards for pharmacy technician education.

86% agreed: The profession of pharmacy should set a target for implementation of the national standard for pharmacy technician education at 3 to 5 years after adoption of the standard.

96% agreed: Technician education programs should be based on national standards, be foundational across all practice settings, and provide room for innovation and flexibility.

97% agreed: Technician education programs should be accredited and based on defensible standards developed using stakeholder input, taking into account diversity of practice environments.

97% agreed: In the development of national standards for technician education, there should be a focus on outcomes and flexibility in terms of process.

90% agreed: The number of required education hours for pharmacy technicians should be determined based upon the defined entry-level core knowledge, skills, and abilities.

### • Pharmacy Technician Education: Entry-Level knowledge, skills, and abilities

#### • Advanced Pharmacy Technician Practice:

97% agreed: The pharmacy profession should clearly articulate and communicate the vision for advanced pharmacy technician practice and disseminate the vision to appropriate stakeholders.

93% agreed: The pharmacy profession should maintain focus and energy toward developing entry-level standards for technician education, with the expectation that advanced-level competencies will evolve over time.

96% agreed: Bridging programs should be developed and offered to build competencies of pharmacy technicians who are currently in the workforce and who would like to advance their skills.

94% agreed: Specific advanced-level educational programming for pharmacy technicians is needed, available, and will continue to evolve as needs within the profession are identified (e.g., sterile compounding, controlled substances, risk management, quality assurance, informatics).

99% agreed: In developing standards for advanced pharmacy technicians, the pharmacy profession must recognize that there are technicians currently practicing at this level and acknowledge the appropriate pathway for their continued development ASHP (accreditation agency):

In response to the call to action from the 2017 Stakeholder conference to affect change within 3-5 years ASHP has revised the 2016 revised Accreditation standards to 46 goals to create an accredited two-tiered education and training of technicians.

Jan. 1, 2019 new accreditation standards will have more emphasis on the collaborative behaviors and workflow of pharmacy technicians with pharmacist and health care staff.1 Major changes include:

Alignment of educational competencies into 15 standards; defining entry-level and advanced-level competencies.

Edited minimum hour requirements for the two levels.

Programs can offer Entry-Level, Advance-level, or combination; all students must complete an Entry-level program to pursue an Advanced-level program or they can be concurrent.

PTCB: (only nationally recognized Pharmacy Technician Certification agency)

Revision of exam Jan. 1, 2020. Reflects 2016 Job analysis. Aligns with ASHP Entry-Level standards.

2017 introduced Compounded Sterile Preparation Technician certification, which will now be aligned with the ASHP Advanced level standards. Currently developing more advanced level certifications.

### LABP:

January 1, 2018: Louisiana Board of Pharmacy requirements changed to required pharmacy technician candidates must provide proof of enrollment in a nationally-accredited and board approved pharmacy technician training program.3

Because of this change, the Delgado Pharmacy Technician program had revised the program to our current program outlined in the college catalog. The program was extended to a 3 semester (in-program) curriculum. This extended the more difficult courses over 2 semesters vs the previous high-intensity 1 semester and the extension also allowed students an option of attending part-time and still complete course work in sequence.

### Current Delgado Pharmacy Technician Program:

Current program is nearly 100% compliant to new Advanced-level standards competencies.

Program is currently a CTS which includes 1 semester (8 credits) pre-requisites and 3 semesters in program courses; a total of 33 credit hours.

### Delgado Pharmacy Technician Advisory Board Recommendations:

Pursue options of offering an Entry-level (terminal) option with an opportunity to pursue an Advance-level education and training.

The Entry-level would place a larger number of graduates into the workforce more quickly, which will help address the community's needs.

Advanced-level would meet the definition and needs of community stakeholders that currently have or are developing positions including, but not limited to, the following areas: sterile compounding, advanced non-sterile compounding, medication reconciliation, supervision of other technicians, and specialty pharmacy (dealing with high dollar disease state-specific medications).

There is a need for additional advanced level training in the region which should align with an A.A.S.

Many of hospital stakeholders have or are creating career ladders for their Pharmacy Technicians which will require an Associates level degree to achieve the highest level on the ladder.

Current admission standards required by program are effective for selection of students.

**QUALIFIED FACULTY (Check all that apply)**

**Use Existing Faculty: Yes**

# - Full Time: 3

# - Part Time: 2

**Hire Adjunct Faculty: No**

# - 0

**Hire Full-Time Faculty: No**

# - 0

**ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :**

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

**Faculty :**

**Facilities :**

**Library Resources :**

**Support :**

**Related Fields :**

**Other :**

**MINIMUM CREDENTIALS REQUIRED FOR FACULTY**

**Education:** Bachelor's degree in related discipline (or Certificate/Associate degree, with Licensure)

**Experience:**

**Certification:** Pharmacy Technician

**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :** Division of 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.**

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

The proposed program will be housed in the College's Division of Allied Health. The Dean of the Division is Mr. Harold Gaspard. Full-time faculty are existing and teach in the related C.T.S. in Pharmacy Technology. Adjunct instructors are hired each semester to augment instruction provided by full-time faculty members. No new additional faculty will be required to initiate or administer the proposed program.

**Library**

Delgado Community College has six library locations, with the Moss Memorial Library at the City Park Campus serving as the College's main library. The other library locations are the West Bank Campus Library, the Delgado Charity School of Nursing Campus Library, the Delgado Jefferson Site Library, the Delgado Sidney Collier Site Library, and the Delgado River City Site Library. All Delgado libraries have a shared online college library catalog. The Delgado library collections contain more than 150,000 print volumes, 920 print journals (serials), 290 microforms, and 3,487 audio-visual titles. In addition to the print collection, the library collections contain more than 250,000 electronic books, more than 76,000 electronic journals, more than 3,000 electronic audio-visual titles, and 150 electronic databases. All campus and site libraries maintain a collection of books, paper and/or microfilm journals, and a collection of audiovisual materials that are pertinent to the location's curricula. Delgado's print and electronic library holdings are available online in a shared automated catalog system (ISAAC). Books are cataloged in the Dewey Decimal System for all libraries except Delgado Charity School of Nursing, which currently uses the National Library of Medicine cataloging system. Through Delgado's membership in the LOUIS consortium, faculty, staff, and students from all Delgado campuses and sites may request a Reciprocal Borrowing Card in order to have borrowing privileges to the collections of other academic consortium libraries throughout the state. LOUIS is a consortium of public and private college and university libraries in the state of Louisiana. This partnership was formed in 1992 by the library deans and directors at these institutions, in order to create a cost-effective collaboration for the procurement of library technology and resources.

The proposed certificate program in Veterinary Assistant will share the same resources required for the existing C.T.S. in Pharmacy Technology. The following databases, to include full-text, peer reviewed scholarly articles and abstracted content, are available: Academic Search Complete; Alt Health Watch; Health Source Nursing/Academic Edition; Medline; Nursing Resource Center; ProQuest Medical Library; Scientific & Medical Art Image base (SMart). In addition to electronic resources, the College libraries hold 274 print monographs (books), 1,058 electronic books, 29 physical audio-visual resources, 39 electronic media titles, and holds subscriptions to five scholarly journals for student and faculty use.

The proposed Career and Technical Certificate program in Entry-level Pharmacy Technician is related to the existing C.T.S. program; therefore, acquisition of an entirely new set of resources is not necessary to support the C.T.C. curriculum. Delgado Community College engages in an active weeding and deselection process. New resources are acquired through consultation with program and discipline faculty, and collection development occurs under the supervision of professional librarians.

**Facilities/Equipment:**

All facilities equipment for the related C.T.S. are sound, and space is available to accommodate the proposed Certificate program.

**ANTICIPATED ENROLLMENT:**

<b>Students</b>	<b>Year One</b>	<b>Year Two</b>	<b>Year Three</b>	<b>Year Four</b>	<b>Year Five</b>
<b>DAY</b>	12	12	15	15	20
<b>EVENING</b>					
<b>DISTANCE EDUCATION</b>					

<b>Describe Process for Attaining &amp; Estimating Enrollment:</b>	A completion rate of 75%-80% is projected, as the program meets the educational and training needs for growth as identified by advisory board and labor projections.
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**PROGRAM ACCREDITATION:**

<b>Is Program Accreditation, Licensure or Certification Required?</b>	Mandatory
	<b>Accreditation status:</b> Approved

<b>Type/Name of Program Accreditation, Licensure or Certification Required:</b>	American Veterinary Medical Association (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA). The related C.T.S. holds accredited status, and the new C.T.C. will be covered under the existing accreditation.
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**DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)**

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**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	Clinic al Hours
<b>Program, Degree or Concentration:</b> Entry-level Pharmacy Technician, C.T.C.					<b>Credit Hours:</b> 18.00		
<b>Semester:</b> First Semester					<b>Credit Hours:</b> 6.00		
PHAR	109	Body Systems, Diseases, and Drugs	3.00	0.00	45.00	3.00	0.00
PHAR	108	Pharmacy Ethics and Communication	3.00	0.00	45.00	3.00	0.00
PHAR	103	Drug Classifications	1.00	0.00	15.00	1.00	0.00
<b>Semester:</b> Second Semester					<b>Credit Hours:</b> 9.00		
PHAR	104	Pharmacology for the Pharmacy Technician I	3.00	0.00	45.00	3.00	0.00
PHAR	116	Pharmacy Math	3.00	0.00	45.00	3.00	0.00
PHAR	102	Pharmacy Practice Laboratory I	0.00	3.00	1.00	45.00	0.00
<b>Semester:</b> Third Semester					<b>Credit Hours:</b> 3.00		
PHAR	155	Pharmacy Seminar	0.00	14.00	210.00	1.00	0.00
PHAR	151	Pharmacy Clinical Practice I	2.00	0.00	30.00	2.00	0.00

**BENEFITS TO THE SYSTEM**



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

Instruction in this CTC provides students with the opportunity to master competencies required to successfully sit for and pass the state examination and meet a critical workforce need. The goal of the CTC is to develop a highly trained and highly skilled workforce for pharmacy technicians, and to recognize licensure and scope-of-practice changes in the profession.

**KEYWORDS**

**Delgado Veterinary Assistant, C.T.S. - 05/11/2019**

**TYPE OF PROPOSED CHANGE :** New Program

**PROGRAM NAME :** Veterinary Assistant, C.T.S.

**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 :** 3 Stars

**Name:** Veterinary Assistant, C.T.S.

**Program Delivery Mode:** Standard

**CIP:** 51.0808

**Credit Hours:** 20.00

**Contact Hours:** 405.00

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.**

Delgado Community College proposes a 10-course, 20-credit hour Certificate of Technical Studies program in Veterinary Assistant.

A veterinary assistant is a veterinary professional whose main duty is to assist veterinarians and veterinary technicians with duties including: restraining animals, processing lab work, sterilizing equipment, kennel work, clerical duties, filling prescriptions, handling specimen samples, assisting with taking radiographs, educating pet owners (clients), and research records regarding vaccines or other medications. Students will be instructed on proper techniques to perform all of the skills referenced, plus any additional skills appropriate for a veterinary assistant. As a graduate of the proposed program, students will be prepared for entry-level positions in veterinary hospitals, including specialty hospitals.

A proficient veterinary assistant can greatly ease the burdens and stresses on veterinarians and veterinary technicians. Having a trained Veterinary Assistant can free up the veterinarian and technician to complete skills only those professionals are legally allowed to perform, and leave the less complicated tasks to veterinary assistants. Veterinary Assistants are an important part of the veterinary health care team.

This program will help prepare graduates to take the NAVTA Approved Veterinary Assistant Exam (AVA), once it is designated a NAVTA approved training program. Additionally the proposed program will be a great option for special needs students who are searching for a career working with animals.

Upon successful completion of the Veterinary Assistant Certificate program, the graduate will be able to:

- ? Communicate effectively, exhibit appropriate professional conduct, and perform basic office clerical duties
- ? Describe and demonstrate nursing skills for veterinary care for a variety of species to include: restraint, nail trims, TPR assessment, breed identification, and ear cleaning
- ? Complete basic lab procedures to include sample collection and setting up various veterinary tests
- ? Describe basic surgery procedures including maintaining sterility, patient prep, and cleaning instruments/equipment
- ? Perform basic radiology procedures and assist in restraining animals
- ? Recognize workplace safety procedures including zoonotic disease and basic inventory procedures
- ? Complete pharmacy tasks such as labeling, storing, handling, giving oral medications, and completing inventory of drugs and vaccines
- ? Describe and discuss animal husbandry and nutrition requirements
- ? Explain basic kennel techniques such as sanitation and disinfections, housing, and feeding requirements for different species

The proposed Certificate program in Veterinary Assistant will be a limited admissions program. Students must complete an application to the program, after applying to the College. The Division of Allied Health has a specialized admissions office, and this office will coordinate the application process.

To be eligible to apply to the Veterinary Assistant Certificate program, students must meet the following criteria:

1. Possess a high school diploma or equivalent
2. Score on the ACT, SAT, or Delgado College Placement test sufficient to place in college level courses
3. Possess a cumulative grade point average of 2.0 on a 4.0 scale for all college courses.
4. Be able to meet the program's technical standards
5. Pre-req courses completed: VETT-101 and VETT-103
6. Be eligible for BIOL-141/143, ENGL-101, and MATH-120

<b>IMPLEMENTATION DATE (Semester and Year)</b>	Fall 2019
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<b>HISTORY OF PRIOR ACTIONS</b> Provide an overview of changes to this program.
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N/A
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<b>JUSTIFICATION FOR THE PROPOSED CHANGE</b> Include support such as four-year university agreements, industry demand, advisory board information, etc.
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A needs assessment survey was conducted, and responses were received from veterinary hospitals in the Greater New Orleans area (also included the Lafayette, Baton Rouge, Northshore, and Mississippi Gulf Coast areas). Almost every survey returned indicated a need for qualified individuals in Veterinary Assistant positions and there was strong support of the proposed program.

In the fall of 2017 and spring of 2018, Dr. Jennifer Limon, Program Director for Associate of Applied Science in Veterinary Technology met with the advisory board as well as various community members to discuss the possibility of a Veterinary Assistant

program. The community members expressed a genuine interest in assisting Delgado to implement a Veterinary Assistant program and pledged support to assist with clinical and externship placements. It was indicated that there is a great need in the Greater New Orleans area for qualified individuals to work as Veterinary Assistants, and that there are currently a good number of job opportunities. Currently, those hired as veterinary assistants are usually trained on the job and most advisory board members indicated they would prefer to hire individuals who have had taken college courses and have passed a certification exam prior to beginning work.

**SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: Sites (list below)**

Jefferson Site

**QUALIFIED FACULTY (Check all that apply)**

**Use Existing Faculty: Yes**

# - Full Time: 1

# - Part Time: 5

**Hire Adjunct Faculty: No**

# - 0

**Hire Full-Time Faculty: No**

# - 0

**ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :**

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

**Faculty :**

**Facilities :**

**Library Resources :**

**Support :**

**Related Fields :**

**Other :**

**MINIMUM CREDENTIALS REQUIRED FOR FACULTY**

**Education:** Associate degree,  
Veterinary Technology

**Experience:**

**Certification:** Certified Veterinary  
Technician

**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :** Division of 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 proposed program will be housed in the College's Division of Allied Health. The Dean of the Division is Mr. Harold Gaspard. Full-time faculty are existing and teach in the related A.A.S. in Veterinary Technology. Adjunct instructors are hired each semester to augment instruction provided by full-time faculty members. No new additional faculty will be required to initiate or administer the proposed program.

**Library**

Delgado Community College has six library locations, with the Moss Memorial Library at the City Park Campus serving as the College's main library. The other library locations are the West Bank Campus Library, the Delgado Charity School of Nursing Campus Library, the Delgado Jefferson Site Library, the Delgado Sidney Collier Site Library, and the Delgado River City Site Library. All Delgado libraries have a shared online college library catalog. The Delgado library collections contain more than 150,000 print volumes, 920 print journals (serials), 290 microforms, and 3,487 audio-visual titles. In addition to the print collection, the library collections contain more than 250,000 electronic books, more than 76,000 electronic journals, more than 3,000 electronic audio-visual titles, and 150 electronic databases. All campus and site libraries maintain a collection of books, paper and/or microfilm journals, and a collection of audiovisual materials that are pertinent to the location's curricula. Delgado's print and electronic library holdings are available online in a shared automated catalog system (ISAAC). Books are cataloged in the Dewey Decimal System for all libraries except Delgado Charity School of Nursing, which currently uses the National Library of Medicine cataloging system. Through Delgado's membership in the LOUIS consortium, faculty, staff, and students from all Delgado campuses and sites may request a Reciprocal Borrowing Card in order to have borrowing privileges to the collections of other academic consortium libraries throughout the state. LOUIS is a consortium of public and private college and university libraries in the state of Louisiana. This partnership was formed in 1992 by the library deans and directors at these institutions, in order to create a cost-effective collaboration for the procurement of library technology and resources. v

The proposed certificate program in Veterinary Assistant will share many of the same resources required for the existing A.A.S. program in Veterinary Technology. The following databases, to include full-text, peer reviewed scholarly articles and abstracted content, are available: Agricola; Applied Science and Technology Source; Biological Abstracts; Environment Complete; Science & Technology Collection; Academic Search Complete; and Gale Research Library. Currently, the College Libraries hold 492 monographs (print books), 486 electronic books, 18 physical audio-visual resources, and 20 electronic media resources for student use.

The proposed Certificate of Technical Studies program in Veterinary Assistant is related to the existing A.A.S. program in Veterinary Technology; therefore, acquisition of an entirely new set of resources is not necessary to support the C.T.S. curriculum. Delgado Community College engages in an active weeding and deselection process. New resources are acquired through consultation with program and discipline faculty, and collection development occurs under the supervision of professional librarians.

**Facilities/Equipment:**

All facilities equipment for the related A.A.S. in Veterinary Technology are sound, and space is available to accommodate the proposed Certificate program.

**ANTICIPATED ENROLLMENT:**

<b>Students</b>	<b>Year One</b>	<b>Year Two</b>	<b>Year Three</b>	<b>Year Four</b>	<b>Year Five</b>
<b>DAY</b>	12	12	12	13	15
<b>EVENING</b>					
<b>DISTANCE EDUCATION</b>					

<b>Describe Process for Attaining &amp; Estimating Enrollment:</b>	A completion rate of 75%-80% is projected, which is consistent with other limited admissions programs in the Division of Allied Health. Enrollment estimates are based on regional and state -advisory board input/survey responses.
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**PROGRAM ACCREDITATION:**

<b>Is Program Accreditation, Licensure or Certification Required?</b>	No
	<b>Accreditation status:</b> N/A
<b>Type/Name of Program Accreditation, Licensure or Certification Required:</b>	Program accreditation for the proposed program is not required or available for the specific subject area, nor is licensure/certification required for employment; however, the related A.A.S. in Veterinary Technology is accredited by the American Veterinary Medical Association (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA), and the proposed C.T.S. will be recognized by the existing accreditation.

**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
<b>Program, Degree or Concentration:</b> Veterinary Assistant, C.T.S.					<b>Credit Hours:</b> 20.00		
<b>Semester:</b> Prerequisites					<b>Credit Hours:</b> 3.00		
VETT	101	Animal Health Careers	1.00	0.00	15.00	1.00	0.00
VETT	103	Veterinary Medical Terminology	2.00	0.00	30.00	2.00	0.00
<b>Semester:</b> First Semester					<b>Credit Hours:</b> 10.00		
*VETA	101	Veterinary Assistant Office Procedures	2.00	0.00	30.00	2.00	0.00
*VETA	103	Veterinary Assistant Husbandry	2.00	0.00	30.00	2.00	0.00
*VETA	105	Veterinary Assistant Nursing Skills	2.00	0.00	30.00	2.00	0.00
*VETA	107	Veterinary Assistant Clinical Pathology	2.00	0.00	30.00	2.00	0.00
*VETA	109	Veterinary Assitatan Surgical Techniques	2.00	0.00	30.00	2.00	0.00

<b>Semester:</b> Second Semester					<b>Credit Hours:</b> 17.00		
*VETA	111	Veterinary Assistant Radiology Techniques	2.00	0.00	30.00	2.00	0.00
*VETA	115	Veterinary Assistant Pharmacy Techniques	2.00	0.00	30.00	2.00	0.00
*VETA	200	Vet Assistant Externship	0.00	15.00	150.00	3.00	0.00

**BENEFITS TO THE SYSTEM**

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

The proposed Certificate of Technical Studies is consistent with the role, scope, and mission of the College in that it prepares students to successfully enter the workforce in skilled jobs, while meeting an articulated workforce need for the Greater New Orleans region. The proposed program will further the mission of the institution by addressing regional workforce needs and providing opportunities for students to train in high-demand, high-skilled, and innovative career preparation programs. The proposed program supports initiatives identified in the Louisiana Community and Technical College System's Our Louisiana 2020: Building the Workforce of Tomorrow, by focusing on Tier One Workforce needs. Specifically it addresses goal #1: double the total number of graduates, goal #2 double the earnings of graduates, and goal #5 quadruple the number of partnerships with business and industry. The proposed program supports initiatives identified in the Board of Regents' Master Plan for Public Postsecondary Education; specifically, Goal #1: Increase the Educational Attainment of the State's Adult Population to the Southern Regional Education Board States' Average by 2025, and Goal #2: Foster Innovation Through Research in Science and Technology in Louisiana.

**KEYWORDS**


**Delgado Cloud Computing, C.T.C. - 05/11/2019**

**TYPE OF PROPOSED CHANGE :** New Program

**PROGRAM NAME :** Cloud Computing, C.T.C.

**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:** Cloud Computing, C.T.C.

**Program Delivery Mode:** Hybrid

**CIP:** 11.0101

**Credit Hours:** 9.00

**Contact Hours:** 135.00

Career and Technical Certificate (C.T.C)

**IBC:** Cloud Foundations

**Issuing Body:**

Amazon Web Services

**Course Title:**

**Course Prefix:**

**Course Awarded:**

**Credits**

**Number:**

0.00

**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.



Delgado Community College proposes a nine (9) credit hour Career and Technical Certificate program in Cloud Computing.

The C.T.C. in Cloud Computing program is designed to provide a foundational understanding of cloud computing concepts, independent of specific technical roles. The proposed certificate program offers graduates a foundational knowledge to build on if they are interested in entering the field of cloud computing.

The proposed program will be part of an LCTC System-wide initiative to integrate Cloud Computing into existing information technology curricula. The proposed program aligns with the concepts covered in the Amazon Web Services Academy Cloud Foundations curriculum. Completion of the proposed certificate program prepares students to take the AWS Cloud Foundations industry-based certification examination.

<b>IMPLEMENTATION DATE (Semester and Year)</b>	Fall 2019
<b>HISTORY OF PRIOR ACTIONS</b> Provide an overview of changes to this program.	
N/A	
<b>JUSTIFICATION FOR THE PROPOSED CHANGE</b> Include support such as four-year university agreements, industry demand, advisory board information, etc.	
<p>The National Institute of Standards and Technology (NIST) defines cloud computing as “a model for enabling ubiquitous, convenient, on-demand network access to a shared pool of configurable computing resources (e.g., networks, servers, storage, applications, and services) that can be rapidly provisioned and released with minimal management effort or service provider interaction.” (National Institute of Standards and Technology, 2017). Essentially, cloud computing leverages the Internet as a means to deliver networking services that would otherwise be facilitated by local servers and/or personal computers. Cloud computing is an emerging area of Information Technology that has experienced rapid growth in recent years. This development is due, in part, to the growing need to cost-effectively process, store, and secure large amounts of data.</p> <p>The rationale for this proposal is twofold. Foremost, cloud computing is an emerging area of interest within the Information Technology industry. Secondly, because of its novelty, little has been done in higher education in terms of developing comprehensive curricula, educational resources, and technician training programs that lead to industry certification.</p> <p>Computerworld’s Tech Forecast 2017 survey identified cloud computing as one of the five most in demand skills, which translates to high earnings for cloud technicians. In 2015, NASDAQ estimated cloud computing to be a \$77 billion industry, which is expected to grow to \$205 billion by 2020 (Pendse, 2017). Forbes magazine ranked Amazon’s AWS Certified Solutions Architect Associate certificate and Microsoft’s Certified Solutions Associate certificate in the 15 Top-paying Information Technology certifications in 2017, with a median salary of \$119,233 and \$99,558 respectively.</p> <p>Not only are there substantial high-paying jobs available in this field, the proposed program will be able to provide trained professionals in this area is essential in Louisiana’s efforts to attract new business and industry to the state. A key component of the new economy is building up the existing talent pipeline by designing educational programs around the skills needed, such as cloud computing, for Twenty-first century jobs. The proposed certificate program will allow individuals who may already have a strong Information Technology background an opportunity to transition to a career in cloud computing through a short program of study.</p>	

**ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :**

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

**SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:** All Campuses, Distance Education

**QUALIFIED FACULTY (Check all that apply)**

<b>Use Existing Faculty: Yes</b> # - Full Time: 6 # - Part Time: 3	<b>Hire Adjunct Faculty: Yes</b> # - 1	<b>Hire Full-Time Faculty: No</b> # - 0
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<b>Faculty :</b>	<b>Facilities :</b>	<b>Library Resources :</b>
<b>Support :</b>	<b>Related Fields :</b>	<b>Other :</b>

**MINIMUM CREDENTIALS REQUIRED FOR FACULTY**

<b>Education:</b> Bachelor's degree in Computer Science, Computer Information, or related computer discipline	<b>Experience:</b>	<b>Certification:</b> AWS Certifications in Cloud Computing
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**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS**

**Department:** Division of Business & Technology.

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

The proposed C.T.C. in Cloud Computing in Cloud Computing will be housed in the Division of Business & Technology. Currently, Ms. Karen Muhsin is the Interim Dean of the Division. Approval of the proposed program will have no impact on the current administrative structure of the Division.

The Division of Business and Technology at Delgado Community College currently houses more than 30 degree and certificate programs. The Division trains students for careers in some of the most common and sought-after business occupations including: Accounting Technology, Architectural/Design Construction Technology, Business Administration, Business Management, Banking and Lending, Business Systems Design, Civil and Construction Applied Engineering Technology, Computer Aided Design and Drafting, Computer Service Technology, Computer Information Technology, Computer Network Technology, Culinary Arts, Electrical-Electronics Engineering Technology, Electronics Service Technology, Fire Science Technology, Hospitality Management, Instrumentation and Control, Logistics Technology, and Real Estate. Students completing such programs typically find success in transfer to related baccalaureate degree programs and/or immediate entry into the workforce. Instructional programs eligible for professional accreditation typically hold accredited status and perform at par or above professional agency benchmarks. Instructional programs in the Division of Business & Technology hold professional accreditation from the following agencies/associations: Association of Collegiate Business Schools and Programs (ACBSP); Association of Technology, Management, and Applied Engineering (ATMAE); Accrediting Commission of the American Culinary Federation Foundation; Engineering Technology Accreditation Commission of the Accreditation Board for Engineering and Technology, Inc. (ABET); Accreditation Commission for Programs in Hospitality Administration (ACPHA). The proposed program will provide additional opportunities for students interested in computer information technology/computer science; and, will complement existing program in Computer Information Technology, Computer Networking, and Business Systems Design.

**Library:**

Delgado Community College has six library locations with the Moss Memorial Library at the City Park Campus serving as the College's main library. The other library locations are the West Bank Campus Library, the Delgado Charity School of Nursing Library, the Delgado Jefferson Site Library, the Delgado Sidney Collier Site Library, and the Delgado River City Library. All Delgado libraries have a shared on-line library catalog. The Delgado library collections contain more than 150,000 print volumes, 920 print journals (serials), 290 microforms, and 3,487 audio-visual titles. In addition to the print collection, the library collections

contain more than 350,000

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**ANTICIPATED ENROLLMENT:**

Students	Year One	Year Two	Year Three	Year Four	Year Five
<b>DAY</b>	5	13	12	15	14
<b>EVENING</b>	18	20	20	22	20
<b>DISTANCE EDUCATION</b>	2	2	3	3	6

electronic books, more than 76,000 electronic journals, more than 3,000 electronic audio-visual titles, and 129 electronic databases. All campus and site libraries maintain a collection of books, paper, and/or microfilm journals, and a collection of audiovisual materials that are pertinent to the location's curricula. Delgado's print and electronic library holdings are available online in a shared automated catalog system (ISAAC). Books are cataloged in the Dewey Decimal System for all libraries except Delgado Charity School of Nursing, which currently uses the National Library of Medicine cataloging system.

Currently, the Libraries hold 575 monographs (print books), 3,826 electronic books, 73 physical audio visual resources, 189 electronic media titles, and three periodicals (journals) directly related to information technology and computing. In addition, the following databases provide access to full-text and abstracted information resources related to computing and information technology: Academic Search Complete; Business Source; Computer Source; Science & Technology; Information Science and Technology Abstracts; Library, Information Science, and Technology Abstracts. Delgado Community College is a member of the Louisiana Library Consortium, and participates in the inter-library loan system and other resource sharing initiatives. Students and faculty may view resources at other public and private member colleges and universities through a union catalog, and are able to request resources through consortia membership.

**Facilities:**

The College has adequate classrooms and office space to house the proposed program. The program will utilize regular college classroom facilities

Typically, the facilities are in-use for classes, labs, or student work groups between the hours of 8:00am and 10:00pm, Monday through Friday and 10:00am to 2:00pm on Saturday. All classrooms at the College provide multi-media resources and are shared by all programs. The Division of Business and Technology operates several special purpose computer laboratories dedicated to instructional program offerings within the Division.

<b>Describe Process for Attaining &amp; Estimating Enrollment:</b>	A completion rate of 70%-80% is projected, and such projections are based on retention and completion rates of other similar instructional program.
	A larger percentage of students attending in the evenings is projected, as the CTC program may have a larger appeal to working professionals interested in a career change or upgrade of skills.

<b>PROGRAM ACCREDITATION:</b>	
<b>Is Program Accreditation, Licensure or Certification Required?</b>	No  <b>Accreditation status:</b> N/A
<b>Type/Name of Program Accreditation, Licensure or Certification Required:</b>	Mandatory accreditation is not required for the proposed program.

**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.

**BENEFITS TO THE SYSTEM**

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
<b>Program, Degree or Concentration:</b> Cloud Computing, C.T.C.					<b>Credit Hours:</b> 9.00		
<b>Semester:</b> First Semester					<b>Credit Hours:</b> 3.00		
CMIN	204	Fundamentals of Information Technology and Systems	3.00	0.00	45.00	3.00	0.00
<b>Semester:</b> Second Semester					<b>Credit Hours:</b> 6.00		
*CMIN	233	Cloud Computing Foundations	3.00	0.00	45.00	3.00	0.00
CNET	157	Network Systems Basics	3.00	0.00	45.00	3.00	0.00

The proposed Career and Technical Certificate program in Cloud Computing is consistent with the role, scope, and mission of the College in that it prepares students to successfully enter the workforce in high-demand, high-skilled jobs, while meeting an articulated workforce need for the Greater New Orleans region. The proposed program will further the mission of the institution by addressing regional workforce needs and providing opportunities for students to train in high-demand, high-skilled, and innovative career preparation programs. The proposed program supports initiatives identified in the Louisiana Community and Technical College System's Our Louisiana 2020: Building the Workforce of Tomorrow, by focusing on Tier One Workforce needs. Specifically it addresses goal #1: double the total number of graduates, goal #2 double the earnings of graduates, and goal #5 quadruple the number of partnerships with business and industry. The proposed program supports initiatives identified in the Board of Regents' Master Plan for Public Postsecondary Education; specifically, Goal #1: Increase the Educational Attainment of the State's Adult Population to the Southern Regional Education Board States' Average by 2025, and Goal #2: Foster Innovation Through Research in Science and Technology in Louisiana.

**KEYWORDS**


**Delgado Cloud Computing, A.A.S. - 05/11/2019**

**TYPE OF PROPOSED CHANGE :** New Program

**PROGRAM NAME :** Cloud Computing, A.A.S.

**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)

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

**Stars :** 5 Stars

**Name:** Cloud Computing, A.A.S.

**Program Delivery Mode:** Hybrid

**CIP:** 11.0101

**Credit Hours:** 60.00

**Contact Hours:** 855.00

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

**IBC:** Cloud  
Foundations

**Issuing  
Body:**  
Amazon Web  
Services

**Course Title:**

**Course  
Prefix:**

**Course  
Number:**

**Credits  
Awarded:**  
0.00

**IBC  
Awarded  
upon  
Completion?**  
: No-Test is  
Required

**IBC:** Cloud  
Practitioner

**Issuing  
Body:**  
Amazon Web  
Services

**Course Title:**

**Course  
Prefix:**

**Course  
Number:**

**Credits  
Awarded:**  
0.00

**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.**

Delgado Community College proposes a sixty (60) credit hour Associate of Applied Science degree program in Cloud Computing.

The A.A.S. in Cloud Computing program is designed to provide an opportunity to establish a strong foundation in cloud computing for employment. An ever-increasing number of both corporate and government organizations are adopting the cloud infrastructure. Graduates will acquire a skill-set that allows them to architect scalable application solutions that leverage cloud computing services.

The proposed program will be part of an LCTC System-wide initiative to create a state-wide common Associate degree in Cloud Computing. Delgado is positioned well to take the initiative in presenting this concept proposal for three reasons: 1) many of the skills needed are part of existing Delgado courses, 2) Delgado's existing relationship with DXC Technology; and, 3) the College currently has several instructors preparing to become Certified Amazon Web Services Cloud Architecture Instructors with the intention of teaching new courses in cloud computing in Fall 2019.

**Student Learning Outcomes:**

Students who complete the Cloud Computing Associate degree will be able to:

Describe the major characteristics of a cloud computing environment including the roles and boundaries between a cloud provider and cloud consumer

Define cloud security threats and vulnerabilities and describe cloud security mechanisms

Define and distinguish between cloud infrastructure mechanisms such as virtual servers, storage, usage and monitoring,

Install, configure, troubleshoot and utilize Linux systems

Effectively perform in and lead agile teams on an iterative project

Design and administer a database

Install and configure of VMware ESXi hosts and VMware vCenter Server

**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 National Institute of Standards and Technology (NIST) defines cloud computing as "...a model for enabling ubiquitous, convenient, on-demand network access to a shared pool of configurable computing resources (e.g., networks, servers, storage, applications, and services) that can be rapidly provisioned and released with minimal management effort or service provider interaction." (National Institute of Standards and Technology, 2017). Essentially, cloud computing leverages the Internet as a means to deliver networking services that would otherwise be facilitated by local servers and/or personal computers. Cloud computing is an emerging area of Information Technology that has experienced rapid growth in recent years. This development is due, in part, to the growing need to cost-effectively process, store, and secure large amounts of data.

The rationale for this proposal is twofold. Foremost, cloud computing is an emerging area of interest within the Information Technology industry. Secondly, because of its novelty, little has been done in higher education in terms of developing comprehensive curricula, educational resources, and technician training programs that lead to industry certification.

Computerworld's Tech Forecast 2017 survey identified cloud computing as one of the five most in demand skills, which translates to high earnings for cloud technicians. In 2015, NASDAQ estimated cloud computing to be a \$77 billion industry, which is expected to grow to \$205 billion by 2020 (Pendse, 2017). Forbes magazine ranked Amazon's AWS Certified Solutions Architect Associate certificate and Microsoft's Certified Solutions Associate certificate in the 15 Top-paying Information Technology certifications in 2017, with a median salary of \$119,233 and \$99,558 respectively.

Not only are there substantial high-paying jobs available in this field, the proposed program will be able to provide trained professionals in this area is essential in Louisiana's efforts to attract new business and industry to the state. A key component of the new economy is building up the existing talent pipeline by designing educational programs around the skills needed, such as cloud computing, for Twenty-first century jobs.

The College, and LCTC System have partnered with DXC Technology, Inc. and Amazon Web Services to provide training to support the growing Information Technology sector in the Greater New Orleans area.

**SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:** All Campuses, Distance Education

<b>QUALIFIED FACULTY (Check all that apply)</b>		
<b>Use Existing Faculty: Yes</b> # - Full Time: 6 # - Part Time: 3	<b>Hire Adjunct Faculty: Yes</b> # - 2	<b>Hire Full-Time Faculty: No</b> # - 0

**ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :**

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

<b>Faculty :</b>	<b>Facilities :</b>	<b>Library Resources :</b>
<b>Support :</b>	<b>Related Fields :</b>	<b>Other :</b>

**MINIMUM CREDENTIALS REQUIRED FOR FACULTY**

<b>Education:</b> Bachelor's in Computer Science, Information, or related computer discipline	<b>Experience:</b>	<b>Certification:</b> AWS Certifications in Cloud Computing
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**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :** Division of Business & Technology

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

The proposed Associate of Applied Science degree program in Cloud Computing will be housed in the Division of Business & Technology. Currently, Ms. Karen Muhsin is the Interim Dean of the Division. Approval of the proposed program will have no impact on the current administrative structure of the Division.

The Division of Business and Technology at Delgado Community College currently houses more than 30 degree and certificate programs. The Division trains students for careers in some of the most common and sought-after business occupations including: Accounting Technology, Architectural/Design Construction Technology, Business Administration, Business Management, Banking and Lending, Business Systems Design, Civil and Construction Applied Engineering Technology, Computer Aided Design and Drafting, Computer Service Technology, Computer Information Technology, Computer Network Technology, Culinary Arts, Electrical-Electronics Engineering Technology, Electronics Service Technology, Fire Science Technology, Hospitality Management, Instrumentation and Control, Logistics Technology, and Real Estate. Students completing such programs typically find success in transfer to related baccalaureate degree programs and/or immediate entry into the workforce. Instructional programs eligible for professional accreditation typically hold accredited status and perform at par or above professional agency



benchmarks. Instructional programs in the Division of Business & Technology hold professional accreditation from the following agencies/associations: Association of Collegiate Business Schools and Programs (ACBSP); Association of Technology, Management, and Applied Engineering (ATMAE); Accrediting Commission of the American Culinary Federation Foundation; Engineering Technology Accreditation Commission of the Accreditation Board for Engineering and Technology, Inc. (ABET); Accreditation Commission for Programs in Hospitality Administration (ACPHA). The proposed program will provide additional opportunities for students interested in computer information technology/computer science; and, will complement existing program in Computer Information Technology, Computer Networking, and Business Systems Design.

No new costs are anticipated to offer the program. All courses, with the exception of four new courses, are existing at the College, and faculty, both full-time and part-time, are currently on staff to teach all courses. Courses will be offered as part of existing faculty full-time teaching load and new adjuncts will be hired to assist with the teaching load.

**Library:**

Delgado Community College has six library locations with the Moss Memorial Library at the City Park Campus serving as the College's main library. The other library locations are the West Bank Campus Library, the Delgado Charity School of Nursing

**ANTICIPATED ENROLLMENT:**

Students	Year One	Year Two	Year Three	Year Four	Year Five
<b>DAY</b>	13	18	20	20	30
<b>EVENING</b>	7	5	5	5	3

Library, the Delgado Jefferson Site Library, the Delgado Sidney Collier Site Library, and the Delgado River City Library. All Delgado libraries have a shared on-line library catalog. The Delgado library collections contain more than 150,000 print volumes, 920 print journals (serials), 290 microforms, and 3,487 audio-visual titles. In addition to the print collection, the library collections contain more than 350,000 electronic books, more than 76,000 electronic journals, more than 3,000 electronic audio-visual titles, and 129 electronic databases. All campus and site libraries maintain a collection of books, paper, and/or microfilm journals, and a collection of audiovisual materials that are pertinent to the location's curricula. Delgado's print and electronic library holdings are available online in a shared automated catalog system (ISAAC). Books are cataloged in the Dewey Decimal System for all libraries except Delgado Charity School of Nursing, which currently uses the National Library of Medicine cataloging system.

Currently, the Libraries hold 575 monographs (print books), 3,826 electronic books, 73 physical audio visual resources, 189 electronic media titles, and three periodicals (journals) directly related to information technology and computing. In addition, the following databases provide access to full-text and abstracted information resources related to computing and information technology: Academic Search Complete; Business Source; Computer Source; Science & Technology; Information Science and Technology Abstracts; Library, Information Science, and Technology Abstracts. Delgado Community College is a member of the Louisiana Library Consortium, and participates in the inter-library loan system and other resource sharing initiatives. Students and faculty may view resources at other public and private member colleges and universities through a union catalog, and are able to request resources through consortia membership.

**Facilities:**

The College has adequate classrooms and office space to house the proposed program. The program will utilize regular college classroom facilities

Typically, the facilities are in-use for classes, labs, or student work groups between the hours of 8:00am and 10:00pm, Monday through Friday and 10:00am to 2:00pm on Saturday. All classrooms at the College provide multi-media resources and are shared by all programs. The Division of Business and Technology operates several special purpose computer laboratories dedicated to instructional program offerings within the Division.

<b>DISTANCE EDUCATION</b>	8	11	13	13	13
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<b>Describe Process for Attaining &amp; Estimating Enrollment:</b>	<p>A completion rate of 70%-80% is projected, and such projections are based on retention and completion rates of other limited admissions Associate of Applied Science degree programs.</p> <p>The total enrollment for the 2018 fall semester at Delgado Community College was approximately 14,000. Enrollment estimates are based on regional and state-wide labor market projections and information obtained from GNO, Inc. Day, Evening, and Distance Learning are estimates based on past enrollment in similar courses/programs.</p>
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**PROGRAM ACCREDITATION:**

<b>Is Program Accreditation, Licensure or Certification Required?</b>	No
	<b>Accreditation status:</b> N/A

<b>Type/Name of Program Accreditation, Licensure or Certification Required:</b>	Mandatory accreditation is not required for the proposed program; however, the program is eligible to be accredited by the Associate of Technology, Management, and Applied Engineering and will seek accreditation during the next reaffirmation cycle. No additional costs will be incurred and the agency's requirements for the proposed program are similar to those required and demonstrated by the College for the related Computer Information Technology degree program.
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**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
<b>Program, Degree or Concentration:</b> Cloud Computing, A.A.S.					<b>Credit Hours:</b> 60.00		
<b>Semester:</b> First Semester					<b>Credit Hours:</b> 15.00		
CMIN	203	Logic and Design I	3.00	0.00	45.00	3.00	0.00
CMIN	204	Fundamentals of Information Technologies and Systems	3.00	0.00	45.00	3.00	0.00
ENGL	101	English Composition I OR	3.00	0.00	45.00	3.00	0.00
ENGL	110	Intensive English Composition I	5.00	0.00	75.00	5.00	0.00
MATH	120	Contemporary Math OR	3.00	0.00	45.00	3.00	0.00
MATH	128	Applied Algebra OR	3.00	0.00	45.00	3.00	0.00

MATH	130	College Algebra	3.00	0.00	45.00	3.00	0.00
		Humanities Requirement	3.00	0.00	45.00	3.00	0.00

<b>Semester: Second Semester</b>					<b>Credit Hours: 15.00</b>		
ADOT	264	Database Applications	3.00	0.00	45.00	3.00	0.00
CMIN	206	Web Programming I	3.00	0.00	45.00	3.00	0.00
*CMIN	233	Cloud Computing Foundations	3.00	0.00	45.00	3.00	0.00
CNET	157	Network Systems Basics	3.00	0.00	45.00	3.00	0.00
		Social/Behavioral Science Requirement	3.00	0.00	45.00	3.00	0.00
<b>Semester: Third Semester</b>					<b>Credit Hours: 15.00</b>		
CMIN	244	Introduction to Network Security	3.00	0.00	45.00	3.00	0.00
CMIN	266	Database Management Systems	3.00	0.00	45.00	3.00	0.00
*CMIN	280	Information Storage and Management	3.00	0.00	45.00	3.00	0.00
MANG	201	Principles of Management	3.00	0.00	45.00	3.00	0.00
		Programming Elective	3.00	0.00	45.00	3.00	0.00
<b>Semester: Fourth Semester</b>					<b>Credit Hours: 15.00</b>		
*CMIN	248	Introduction to Virtual Infrastructure	3.00	0.00	45.00	3.00	0.00
CMIN	275	Agile Project Management	3.00	0.00	45.00	3.00	0.00
CMIN	297	Linux Systems Administration	3.00	0.00	45.00	3.00	0.00
		Natural Science Requirement	3.00	0.00	45.00	3.00	0.00
		Programming Elective	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 proposed Associate of Applied Science degree program in Cloud Computing is consistent with the role, scope, and mission of the College in that it prepares students to successfully enter the workforce in high-demand, high-skilled jobs, while meeting an articulated workforce need for the Greater New Orleans region. As an Associate of Applied Science, the program is not designed for transfer; however, courses comprising the General Education core are acceptable in transfer to senior colleges and universities. The proposed program will further the mission of the institution by addressing regional workforce needs and providing opportunities for students to train in high-demand, high-skilled, and innovative career preparation programs. The proposed program supports initiatives identified in the Louisiana Community and Technical College System's Our Louisiana 2020: Building the Workforce of Tomorrow, by focusing on Tier One Workforce needs. Specifically it addresses goal #1: double the total number of graduates, goal #2 double the earnings of graduates, and goal #5 quadruple the number of partnerships with business and industry. The proposed program supports initiatives identified in the Board of Regents' Master Plan for Public Postsecondary Education; specifically, Goal #1: Increase the Educational Attainment of the State's Adult Population to the Southern Regional Education Board States' Average by 2025, and Goal #2: Foster Innovation Through Research in Science and Technology in Louisiana.

**DCC Paralegal Studies, A.A.S. - 05/11/2019**

<b>TYPE OF PROPOSED CHANGE</b> : New Program						
<b>PROGRAM NAME</b> : Paralegal Studies, A.A.S.						
<b>AWARD LEVEL(S)</b>						
<b>For Board of Regents and LCTCS Review:</b>  Associate of Applied Science (A.A.S.)  <b>Name:</b>				<b>For LCTCS Review:</b>  Technical Diploma (T.D.)  Certificate of Technical Studies (C.T.S.)  Career and Technical Certificate (C.T.C.)  TCA - For Archive Purpose Only		
<b>NAME OF PROGRAM(S) and AWARD LEVEL(S)</b>						
Stars : 5 Stars						
<b>Name:</b> Paralegal Studies, A.A.S.				<b>Program Delivery Mode:</b>		
<b>CIP:</b> 22.0302		<b>Credit Hours:</b> 60.00		<b>Contact Hours:</b> 945.00		Associate of Applied Science (A.A.S.)
<b>IBC:</b> CP (Certified Paralegal)	<b>Issuing Body:</b> NALA (National Association of Legal Assistants)	<b>Course Title:</b>	<b>Course Prefix:</b>	<b>Course Number:</b>	<b>Credits Awarded:</b> 0.00	<b>IBC Awarded upon Completion?</b> :
<b>IBC:</b> LCP (Louisiana Certified Paralegal)	<b>Issuing Body:</b> LPA (Louisiana Paralegal Association)	<b>Course Title:</b>	<b>Course Prefix:</b>	<b>Course Number:</b>	<b>Credits Awarded:</b> 0.00	<b>IBC Awarded upon Completion?</b> :

**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.

Delgado Community College proposes a sixty (60) credit hour Associate of Applied Science degree program in Paralegal Studies.

The goal of this program is to prepare students with an educational experience that will prepare them for a life-long career in the Paralegal profession. Paralegals are found in all types of organizations, but most are employed by law firms, corporate legal departments, and various government offices. While lawyers assume ultimate responsibility for legal work, they often delegate many of their tasks to paralegals. Paralegals are continuing to assume a growing range of tasks in the contemporary legal office.

Paralegals assist lawyers prepare for closings, hearings, trials, and corporate meetings. Paralegals might investigate the facts of cases and ensure all relevant information is considered. They also identify appropriate laws, judicial decisions, legal articles, and other materials that are relevant to assigned cases.

The curriculum for an Associate of Applied Science in Paralegal Studies is a sixty (60) credit hour program. It is designed to meet the requirements of the American Bar Association (ABA) and the national Federated Paralegals Association (NFPA).

Learning outcomes:

After completing this program, the graduate will be able to:

- Apply analytic, critical thinking and research skills to fact situations within a legal context.
- Demonstrate professional skills necessary to a paralegal career, including oral and written communication and technology skills.
- Adhere to professional and ethical standards appropriate to the legal profession.
- Use effective personal, interpersonal, time and project management skills required in the legal profession.

**QUALIFIED FACULTY (Check all that apply)**

<b>Use Existing Faculty: Yes</b> # - Full Time: 5 # - Part Time: 4	<b>Hire Adjunct Faculty: Yes</b> # - 1	<b>Hire Full-Time Faculty: No</b> # - 0
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• Apply legal concepts including jurisdiction, contract law, property law, agency and business organization types.

<b>IMPLEMENTATION DATE</b> (Semester and Year)	Fall 2019
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**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.

According to the United States Department of Labor, employment of paralegals and legal assistants grew twenty-two percent between 2006 and 2016 nationally.

Locally, there is an acute need for more trained paralegals. Both in the state and the Greater New Orleans Region, the profession is ranked as a 5 Star Career field with typical pay rates of \$25.88 per hour.

Delgado's program is being developed in response to an articulated need from the Greater New Orleans workforce. Through a survey, employers and potential employers of paralegals indicate a rising need for skilled paralegals in the New Orleans area. Currently, there are over 30 jobs available, with projections of nearly 100 vacancies in the next five years.

**SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:** All Campuses, Distance Education

**ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :**

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

<b>Faculty :</b>	<b>Facilities :</b>	<b>Library Resources :</b>
<b>Support :</b>	<b>Related Fields :</b>	<b>Other :</b>

**MINIMUM CREDENTIALS REQUIRED FOR FACULTY**

<b>Education:</b> J.D. in Law	<b>Experience:</b>	<b>Certification:</b>
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**FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS**

**Department :** Division of Business & Technology

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

The proposed Associate of Applied Science degree program in Cloud Computing will be housed in the Division of Business & Technology. Currently, Ms. Karen Muhsin is the Interim Dean of the Division. Approval of the proposed program will have no impact on the current administrative structure of the Division.

The Division of Business and Technology at Delgado Community College currently houses more than 30 degree and certificate programs. The Division trains students for careers in some of the most common and sought-after business occupations including: Accounting Technology, Architectural/Design Construction Technology, Business Administration, Business Management, Banking and Lending, Business Systems Design, Civil and Construction Applied Engineering Technology, Computer Aided Design and Drafting, Computer Service Technology, Computer Information Technology, Computer Network Technology, Culinary Arts, Electrical-Electronics Engineering Technology, Electronics Service Technology, Fire Science Technology, Hospitality Management, Instrumentation and Control, Logistics Technology, and Real Estate. Students completing such programs typically find success in transfer to related baccalaureate degree programs and/or immediate entry into the workforce. Instructional programs eligible for professional accreditation typically hold accredited status and perform at par or above professional agency benchmarks. Instructional programs in the Division of Business & Technology hold professional accreditation from the following agencies/associations: Association of Collegiate Business Schools and Programs (ACBSP); Association of Technology, Management, and Applied Engineering (ATMAE); Accrediting Commission of the American Culinary Federation Foundation; Engineering Technology Accreditation Commission of the Accreditation Board for Engineering and Technology, Inc. (ABET); Accreditation Commission for Programs in Hospitality Administration (ACPHA).

**Library:**

Delgado Community College has six library locations with the Moss Memorial Library at the City Park Campus serving as the College's main library. The other library locations are the West Bank Campus Library, the Delgado Charity School of Nursing Library, the Delgado Jefferson Site Library, the Delgado Sidney Collier Site Library, and the Delgado River City Site Library. All Delgado libraries have a shared on-line library catalog. The Delgado library collections contain more than 150,000 print volumes, 920 print journals (serials), 290 microforms, and 3,487 audio-visual titles. In addition to the print collection, the library collections contain more than 350,000 electronic books, more than 76,000 electronic journals, more than 3,000 electronic audio-visual titles, and 129 electronic databases. All campus and site libraries maintain a collection of books, paper, and/or microfilm journals, and a collection of audiovisual materials that are pertinent to the location's curricula. Delgado's print and electronic library holdings are available online in a shared automated catalog system (ISAAC). Books are cataloged in the Dewey Decimal System for all libraries except Delgado Charity School of Nursing, which currently uses the National Library of Medicine cataloging system.

Currently, the Libraries hold 3,045 monographs (print books) related to law and legal issues, to include U.S. Statutes at Large, United States Code, and Westlaw Louisiana Law Digests. There are 25,336 electronic books, 48 physical audio visual resources, 20 electronic media titles, and five periodicals (journals) directly related to criminal justice law/policy and law and education. In addition, the following databases provide access to full-text resources related to law and legal research: Legal Source and Nexis Uni (formerly called Lexis Nexis). Delgado Community College is a member of the Louisiana Library Consortium, and participates in the inter-library loan system and other resource sharing initiatives. Students and faculty may view resources at other public and private member colleges and universities through a union catalog, and are able to request resources through consortia membership.

**Facilities:**

The College has adequate classrooms and office space to house the proposed program. The program will utilize regular college classroom facilities

Typically, the facilities are in-use for classes, labs, or student work groups between the hours of 8:00am and 10:00pm, Monday through Friday and 10:00am to 2:00pm on Saturday. All classrooms at the College provide multi-media resources and are shared by all programs. The Division of Business and Technology operates several special purpose computer laboratories dedicated to instructional program offerings within the Division.

**ANTICIPATED ENROLLMENT:**

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	25	30	35	40	45



<b>EVENING</b>	5	5	3	3	3
<b>DISTANCE EDUCATION</b>	8	9	8	8	8

**Describe Process for Attaining & Estimating Enrollment:**

Projections are based on retention and completion rates of other Associate of Applied Science degree programs.

The total enrollment for the 2018 fall semester at Delgado Community College was approximately 14,000. Enrollment estimates are based on regional and state-wide labor market projections and forecasting data from needs assessment surveys.

**PROGRAM ACCREDITATION:**

**Is Program Accreditation, Licensure or Certification Required?**

Mandatory

**Accreditation status:**

Approved

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

The curriculum for the proposed Associate of Applied Science in Paralegal Studies is designed to meet the requirements of the American Bar Association (ABA) and the national Federated Paralegals Association (NFPA). Initial cost for accreditation include the application fee of \$2,500, and cost for an on-site visit is approximately \$3,000 for a team of three visitors.

**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
<b>Program, Degree or Concentration:</b> Paralegal Studies, A.A.S.						<b>Credit Hours:</b> 60.00	
<b>Semester:</b> First Semester						<b>Credit Hours:</b> 15.00	
ENGL	101	English Composition I OR	3.00	0.00	45.00	3.00	0.00
ENGL	110	Intensive English Composition I	5.00	0.00	75.00	5.00	0.00
MATH	120	Contemporary Math OR	3.00	0.00	45.00	3.00	0.00
MATH	128	Applied Algebra OR	3.00	0.00	45.00	3.00	0.00
MATH	130	College Algebra	3.00	0.00	45.00	3.00	0.00

BUSG	224	Business Computer Application	3.00	0.00	45.00	3.00	0.00
BUSL	202	Introduction to the Legal Profession	3.00	0.00	45.00	3.00	0.00
POLI	180	American Government	3.00	0.00	45.00	3.00	0.00

<b>Semester: Second Semester</b>					<b>Credit Hours: 15.00</b>		
ACCT	111	Fundamentals of Accounting OR	3.00	0.00	45.00	3.00	0.00
ACCT	201	Principles of Accounting I	3.00	0.00	45.00	3.00	0.00
ACCT	205	Introduction to Financial Accounting	3.00	0.00	45.00	3.00	0.00
BUSG	240	Business Communication	3.00	0.00	45.00	3.00	0.00
ENGL	102	English Composition II	3.00	0.00	45.00	3.00	0.00
*BUSL	165	Legal Research	3.00	0.00	45.00	3.00	0.00
CMST	130	Fundamentals of Communication	3.00	0.00	45.00	3.00	0.00

<b>Semester: Third Semester</b>					<b>Credit Hours: 15.00</b>		
*BUSL	175	Legal Writing	3.00	0.00	45.00	3.00	0.00
*BUSL	180	Civil Litigation & Trial Preparation	3.00	0.00	45.00	3.00	0.00
BUSL	250	Legal Environment of Business	3.00	0.00	45.00	3.00	0.00
		Social/Behavioral Science Requirement	3.00	0.00	45.00	3.00	0.00
		Approved Electives	3.00	0.00	45.00	3.00	0.00

<b>Semester: Fourth Semester</b>					<b>Credit Hours: 15.00</b>		
*BUSL	195	Legal Ethics	3.00	0.00	45.00	3.00	0.00
*BUSL	275	Legal Internship	0.00	15.00	225.00	3.00	0.00
		Natural Science Requirement	3.00	0.00	45.00	3.00	0.00
		Approved Elective	3.00	0.00	45.00	3.00	0.00
		Approved Elective	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 proposed Associate of Applied Science degree program in Paralegal Studies is consistent with the role, scope, and mission of the College in that it prepares students to successfully enter the workforce in high-demand, high-skilled jobs, while meeting an articulated workforce need for the Greater New Orleans region. As an Associate of Applied Science, the program is not designed for transfer; however, courses comprising the General Education core and the Required Courses in Major are designed for transfer, and are used other transferable degree programs (Business Administration, Criminal Justice, and Business and Management) and are acceptable in transfer to senior colleges and universities. The proposed program supports initiatives identified in the Louisiana Community and Technical College System's Our Louisiana 2020: Building the Workforce of Tomorrow, by focusing on Tier One Workforce needs. Specifically it addresses goal #1: double the total number of graduates and goal #2 double the earnings of graduates. The proposed program supports initiatives identified in the Board of Regents' Master Plan for Public Postsecondary Education; specifically, Goal #1: Increase the Educational Attainment of the State's Adult Population to the Southern Regional Education Board States' Average by 2025.

**KEYWORDS**
