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 SOWELA Technical 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. Career and Technical Certificate (CTC) General Apprentice: Plumbing Construction Technician (CIP 46.0503) with an IBC in OSHA 10 Construction from the Occupational Safety and Health Administration – **5 STARS**

2. Career and Technical Certificate (CTC) General Apprentice: Electrical Construction Technician, (CIP 46.0301) with an IBC in OSHA 10 Construction from the Occupational Safety and Health Administration – **5 STARS**

3. Career and Technical Certificate (CTC) Nurse Assistant, (CIP 51.3902) with an IBC in Certified Nurse Assistant from the Louisiana Department of Health – **5 STARS**

4. Career and Technical Certificate (CTC) Automotive Information Helper, (CIP 47.0600) with an IBC in Automotive Information Specialist from ALLDATA Automotive Intelligence – **5 STARS**

5. Career and Technical Certificate (CTC) General Clerk, (CIP 52.0401) with an IBC in Desktop Pro from TestOut– **5 STARS**

Program Modifications

6. Associate of Applied Science (AAS) From Graphic Art to Digital Communication, (CIP 50.0402) – **4 STARS**
   a. Technical Diploma (TD) From Graphic Art to Digital Communication, (CIP 50.0402) – **4 STARS**

i. Certificate of Technical Studies (CTS) From Graphic Designer to Graphic Assistant, (CIP 50.0402) – **4 STARS**

Program Terminations

7. Technical Competency Area (TCA) General Apprentice: Plumbing Construction Technician (CIP 46.0503) – **5 STARS**
8. Technical Competency Area (TCA) Trade Helper Plumbing Construction (CIP 46.0503) – **5 STARS**

9. Technical Competency Area (TCA) General Apprentice: Electrical Construction Technician, (CIP 46.0301) – **5 STARS**

10. Technical Competency Area (TCA) Trade Helper Electrical Construction, (CIP 46.0301) – **5 STARS**

11. Technical Competency Area (TCA) Alignment Specialist, (CIP 47.0600) – **5 STARS**

12. Technical Competency Area (TCA) General Clerk, Office Systems Technology (CIP 52.0401) – **5 STARS**

13. Technical Competency Area (TCA) General Clerk, Accounting Technology (CIP 52.0302) – **5 STARS**

14. Technical Competency Area (TCA) General Criminal Justice Studies (CIP 43.0104) – **4 STARS**

15. Technical Competency Area (TCA) Chemical Laboratory Helper (CIP 41.0301) – **4 STARS**

16. Technical Competency Area (TCA) Entry Level Baker (CIP12.0503) – **2 STARS**

17. Technical Competency Area (TCA) Electrician Helper (CIP 46.0302) – **5 STARS**

18. Technical Competency Area (TCA) Electrician Helper I (CIP 15.0404) – **5 STARS**

19. Technical Competency Area (TCA) Medical Coding (CIP 52.0401) – **4 STARS**

Background: SOWELA Technical Community College is requesting to replace several Technical Competency Areas (TCA) with Career and Technical Certificates (CTC) per Board of Regents Policy 2.15. There are no changes to the credit or clock hours, unless otherwise noted.

SOWELA is requesting to repackage the existing AAS in Graphic Art to better align with industry and secondary needs. The name of the AAS would change to Digital Communication to better align with industry and Louisiana Department of Education Jump Start pathways. The existing credit and clock hours remain unchanged with the proposed changes.

SOWELA proposes to terminate the existing CTS - Graphic Designer (32 credit hours), TD - Graphic Art (45 credit hours), and AAS Graphic Art (60 credit hours). They propose to adjust the existing CTS - Graphic Assistant from 23 credit hours to 17 credit hours. They propose to add a TD - Digital Communication (45 credit hours) and AAS Digital Communication (60 credit hours).

The repackaged degree would have the following exit points: CTS - Graphic Assistant (17 credit hours), TD -Digital Communication (45 credit hours), and AAS Digital Communication (60 credit hours). Students would choose from 1 of 2 possible concentrations: Graphic Design or Media Production (both 20 credit hours). A core curriculum will be taken by all students (25 credit hours). The Media Production Concentration includes 5 new courses (14 credit hours) and two existing courses.

Program faculty worked closely with their industry connections to develop the approved curriculum. The local television FOX and NBC stations, as well as the local Cumulus radio station, were brought in to help develop the Media Production Concentration with program faculty. High school partners are pleased with the proposed changes because of alignment with the Digital Media Jump Start Pathway.

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.

6/12/19

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

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : AAS Digital Communication

AWARD LEVEL(S)

For Board of Regents and LCTCS Review:

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

Name: Digital Communication

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: Digital Communication

Program Delivery Mode: Standard

CIP: 500402 | **Credit Hours:** 60.00 | **Contact Hours:** 1350.00 | Associate of Applied Science (A.A.S.)

Stars : 4 Stars

Name: Digital Communication

Program Delivery Mode: Standard

CIP: 500402 | **Credit Hours:** 45.00 | **Contact Hours:** 1125.00 | Technical Diploma (T.D.)

Stars : 4 Stars

Name: Graphic Assistant

Program Delivery Mode: Standard

CIP: 500402 | **Credit Hours:** 17.00 | **Contact Hours:** 420.00 | 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.

We propose a repackaging of our existing AAS in Graphic Art to better align with industry and secondary needs. The name of the AAS would change to Digital Communication to better align with industry and Jump Start pathways. The existing credit and clock hours remain unchanged with the proposed changes.

We would terminate our existing CTS - Graphic Designer (32 credit hours), TD - Graphic Art (45 credit hours), and AAS Graphic Art (60 credit hours). We would adjust the existing CTS - Graphic Assistant from 23 credit hours to 17 credit hours. We would add a TD - Digital Communication (45 credit hours) and AAS Digital Communication (60 credit hours).

The repackaged degree would have the following exit points: CTS - Graphic Assistant (17 credit hours), TD -Digital Communication (45 credit hours), and AAS Digital Communication (60 credit hours). Students would choose from 1 of 2 possible concentrations: Graphic Design or Media Production (both 20 credit hours). The Graphic Design Concentration is the existing AAS in Graphic Art. A core curriculum will be taken by all students (25 credit hours). The Media Production Concentration includes 5 new courses (14 credit hours) and two existing courses.

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 :

All of these changes can be viewed in the attached documents.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

See above.

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

Program faculty worked closely with their industry connections to develop the approved curriculum. The local television FOX and NBC stations, as well as the local Cumulus radio station, were brought in to help develop the Media Production Concentration with program faculty. Our high school partners are pleased with the proposed changes, because it aligns with the Digital Media Jump Start Pathway.

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

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	Recommended
	Accreditation status: Approved
Type/Name of Program Accreditation, Licensure or Certification Required:	The program is currently accredited by the Association of Technology, Management, and Applied Engineering (ATMAE).

QUALIFIED FACULTY (Check all that apply)

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

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

Support :	Related Fields :	Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: AAS in Graphic Art or Related Field	**Experience:** Preferred 2+ years industry experience	**Certification:** Preferred Adobe Certifications

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : School of Business and Applied Technology

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

There would be no changes necessary to the administrative structure or allocation of departmental funds. It is a simple repackaging of the existing degree.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	71	75	79	83	87
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	I took the current enrollment of 71 students and projected a 5% annual increase in enrollment.

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours

Program, Degree or Concentration:	**Credit Hours:** 0.00

BENEFITS TO THE SYSTEM

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

The proposed repackaging of the existing degree should help SOWELA students to find gainful employment in a new career field that we have not been servicing - Media. It also better aligns with a Jump Start pathway, so SOWELA should benefit by seeing increased enrollment.

KEYWORDS

Digital Communication; Media Production; Graphic Design

SOWELA Technical Community College
VEHICLE MAINTENANCE & REPAIR TECHNOLOGY

Diploma/Certificate Options

Course No.	Course Title	Lecture	Lab	Total Credit Hrs
VMRE 1002	Introduction to Transportation Technology	2	1	3
VMRE 1102	Brakes Systems	1	2	3
VMRE 1202	Steering & Suspension	1	2	3
	TCA Alignment Specialist (9)	**4**	**5**	**9**
	Automotive Concentration			
VMRE 1402	Engine Repair	2	2	4
VMRE 1502	Automatic Transmission & Transaxle	1	2	3
VMRE 1602	Fundamentals of Electricity	2	2	4
VMRE 1612	Advanced Electrical and Electronics	2	2	4
VMRE 1622	Manual Drive Train	1	2	3
VMRE 1802	Engine Performance I	1	2	3
VMRE 1812	Engine Performance II	1	2	**3**
VMRE 2822	Engine Performance III	1	2	3
	*CTS Automotive Apprentice Subtotal (27)	**11**	**16**	**27**
	CTS Automotive Apprentice Total Hours (30)	**12**	**18**	**30**
VMRE 1360	Light Diesel	2	1	3
VMRE 1702	HVAC	1	2	3

VMRE 2002	Advanced Suspension, Steering & Brakes	1	2	3
VMRE 2012	Advanced Automatic and Manual Transmission	2	2	4
VMRE 2402	Lube Tech G-1 Maintenance	1	2	3

TD – VEHICLE MAINTENANCE & REPAIR Technology (52)   **52**

CIP Code: 470600
Total Clock Hrs: 1230

* **Automotive Apprentice CTS totaled 27 hours without pre-requisites.**
VMRE 1402 has VMRE 1002 as a pre-requisite adding an additional 3 hours to the exit point.

VEHICLE MAINTENANCE & REPAIR TECHNOLOGY

Diploma/Certificate Options

Course No.	Course Title	Lecture	Lab	Total Credit Hrs
VMRE 1002	Introduction to Transportation Technology	2	1	3
VMRE 1102	Brakes Systems	1	2	3
VMRE 1202	Steering & Suspension	1	2	3
	CTC- Automotive Information Helper	4	5	9
	Automotive Concentration			
VMRE 1402	Engine Repair	2	2	4
VMRE 1502	Automatic Transmission & Transaxle	1	2	3
VMRE 1602	Fundamentals of Electricity	2	2	4
VMRE 1612	Advanced Electrical and Electronics	2	2	4
VMRE 1622	Manual Drive Train	1	2	3
VMRE 1802	Engine Performance I	1	2	3
VMRE 1812	Engine Performance II	1	2	**3**
VMRE 2822	Engine Performance III	1	2	3
	*CTS Automotive Apprentice Subtotal (27)	**11**	**16**	**27**
	CTS Automotive Apprentice Total Hours (30)	**12**	**18**	**30**
VMRE 1360	Light Diesel	2	1	3
VMRE 1702	HVAC	1	2	3

VMRE 2002	Advanced Suspension, Steering & Brakes	1	2	3
VMRE 2012	Advanced Automatic and Manual Transmission	2	2	4
VMRE 2402	Lube Tech G-1 Maintenance	1	2	3

TD – VEHICLE MAINTENANCE & REPAIR Technology (52)　　　　　　　**52**

CIP Code: 470600
Total Clock Hrs: 1230

* Automotive Apprentice CTS totaled 27 hours without pre-requisites.
VMRE 1402 has VMRE 1002 as a pre-requisite adding an additional 3 hours to the exit point.

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OFFICE SYSTEMS TECHNOLOGY
Diploma/Certificate Options

Course No.	Course Title	Lecture	Lab	Total Credit Hrs
OADM 1150	Introduction to Software Applications	3	0	3
	or			
ITEC 1000	Application Basics	3	0	3
OADM 1100	Keyboarding I	3	0	3
	CTC – General Clerk (6) (CIP 520401)			6
ACCT 1110	Fundementals of Accounting	3	0	3
	**Business Elective	3	0	3
OADM 1200	Keyboarding II	3	0	3
OADM 1330	Introduction to Spreadsheets	3	0	3
OADM 1450	Basic Word Processing	3	0	3
	CTS – Word Processor Operator (21)			15
BUSI 1080	Human Resource Management	3	0	3
BUSI 2300	Business Communications	3	0	3
ITEC 1320	Introduction to Database Management	3	0	3
OADM 1550	Advanced Word Processing	3	0	3
	CTS – Office Assistant (33)			12
OADM 1650	Desktop Publishing	3	0	3
OADM 2530	Office Procedures	3	0	3
	*Accounting Elective	3	0	3
	***Elective	3	0	3
	TD – Office Systems Technology (45)			12
MEDL 1300	Medical Terminology	3	0	3
MEDL 1340	General Body Structure	3	0	3
MEDL 1360	Medical Coding Part 1	3	0	3
MEDL 1370	Medical Coding Part 2	3	0	3
	TCA – Medical Coding (12)			12
MEDL 1400	Medical Billing	3	0	3
	CTS – Medical Billing (15)			3

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OADM 1150	Introduction to Software Applications	3	0	3
	or			
ITEC 1000	Application Basics	3	0	3
OADM 1100	Keyboarding I	3	0	3
OADM 1180	Records Management	3	0	3
OADM 1450	Basic Word Processing	3	0	3
OADM 1330	Introduction to Spreadsheets	3	0	3
	CTS – Medical Office Assistant (30)			**15**

CIP Code: 520401

ACCOUNTING TECHNOLOGY

Diploma/Certificate Options

Course No.	Course Title	Lecture	Lab	Total Credit Hrs
OADM 1150	Introduction to Software Applications	3	0	3
	or			
ITEC 1000	Application Basics	3	0	3
ACCT 1110	Fundementals of Accounting	3	0	3
	CTC – General Clerk (6) (CIP 520401)			**6**
	Business Elective	3	0	3
OADM 1100	Keyboarding I	3	0	3
OADM 1330	Introduction to Spreadsheets	3	0	3
OADM 1450	Basic Word Processing	3	0	3
	Accounting Elective	3	0	3
	CTS – Accounting Assistant (21)			**15**
ACCT 2030	Financial Accounting	3	0	3
ACCT 2040	Managerial Accounting	3	0	3
	Accounting Elective	3	0	3
OADM 2640	Advanced Spreadsheet Applications	3	0	3
	CTS – Accounting Specialist (33)			**12**
BUSI 2300	Business Communications	3	0	3
	Elective	3	0	3
	Accounting Elective	3	0	3
ITEC 1320	Introduction to Database Management	3	0	3
	TD – Accounting Technology (45)			**12**

CIP Code: 520302

BUSINESS ADMINISTRATION
Diploma/Certificate Options

Course No.	Course Title	Lecture	Lab	Total Credit Hours
ITEC 1000	Application Basics	3	0	3
	or			
OADM 1150	Introduction to Software Applications	3	0	3
BUSI 1030	Introduction to Business	3	0	3
	CTC - General Clerk (6) (CIP 520401)			6
ACCT 2030	Financial Accounting	3	0	3
ACCT 2040	Managerial Accounting	3	0	3
OADM 1330	Introduction to Spreadsheets	3	0	3
BUSI 1090	Personal Finance	3	0	3
	CTS - General Accounting Apprentice (18)			12
BUSI 2320	Principles of Marketing	3	0	3
BUSI 1080	Human Resource Management	3	0	3
BUSI 2010	Legal Environment of Business	3	0	3
BUSI 2310	Principles of Management	3	0	3
	CTS - Office Manager (30)			12
	BUSI/ACCT/OADM Elective	3	0	3
ECON 2010	Macroeconomics	3	0	3
ECON 2020	Microeconomics	3	0	3
BUSI 2300	Business Communications	3	0	3
BUSI 2330	Business Ethics	3	0	3
	TD - Business Administration (45)			15

CIP Code: 520101

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : Vehicle Maintenance & Repair Technology

AWARD LEVEL(S)

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

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

Stars : 5 Stars

Name: CTC - Automotive Information Helper	**Program Delivery Mode:** Standard

CIP: 470600	**Credit Hours:** 9.00	**Contact Hours:** 210.00	Career and Technical Certificate (C.T.C)

IBC: Automotive Information Specialist	Issuing Body: All Data	Course Title:	Course Prefix:	Course Awarded:	Credits 0.00	Number:	IBC Awarded upon Completion? : No-Test is Required

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

We propose adding a CTC where there was once a TCA. There is an embedded IBC (Automotive Information Specialist). There are no changes to the credit hours or clock hours.

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

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

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

This change provides an industry-accepted IBC (All Data Automotive Information Specialist) to the exit point. The IBC will benefit students with job placement upon program completion.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 2	# - 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: Minimum 5 years	Certification: ASE

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department :

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

There is no impact by adding the CTC as the course and faculty already exist.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	43	50	50	50	50
EVENING					
DISTANCE EDUCATION					

Describe Process for Attaining & Estimating Enrollment:	capacity 60 student

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	Recommended
	Accreditation status: Approved
Type/Name of Program Accreditation, Licensure or Certification Required:	National Automotive Technicians Education Foundation (NATEF)

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

PROGRAM CURRICULUM

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours

Program, Degree or Concentration:	**Credit Hours:** 0.00

BENEFITS TO THE SYSTEM

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

By adding the CTC with the included IBC (All Data Automotive Information Specialist), students will earn a credential that is accepted and recognized by the industry nationwide, giving them greater access to the workforce.

KEYWORDS

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : Nurse Assistant

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: CTC - Nurse Assistant	**Program Delivery Mode:** Standard

CIP: 513902	**Credit Hours:** 10.00	**Contact Hours:** 0.00	Career and Technical Certificate (C.T.C)

IBC: Certified Nurse Assistant	**Issuing Body:** La. Dept of Health	**Course Title:** Nursing Fundamentals 1	**Course Prefix:** ANUR	**Course Awarded:** 1233	**Credits** 4.00	**Number:**	**IBC Awarded upon Completion?** : No-Test is Required

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

Remove the TCA and replace with CTC. The IBC after completion of prometric testing is a Certified Nurse Assistant.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

TCA is no longer utilized.

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

TCA is no longer utilized.

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

Morgan Smith Instructional Site (in Jennings)

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 0 # - 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: ASN	Experience: 2 years	Certification: n/a

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : School of 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.
TCA becoming a CTC - there is no additional impact to the administrative structure.

ANTICIPATED ENROL MENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	5	5	5	5	5
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:					

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	Mandatory Accreditation status: Approved
Type/Name of Program Accreditation, Licensure or Certification Required:	La. Department of Health and Hospitals is the approving entity for the Nurse Assistant program - graduates may take the prometric test to earn the 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:	Credit Hours: 0.00

BENEFITS TO THE SYSTEM

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

n/a

KEYWORDS

nurse assistant

TYPE OF PROPOSED CHANGE : New Program

PROGRAM NAME : General Apprenticeship: Plumbing Construction

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: CTC - General Apprentice Plumbing Construction Technician   **Program Delivery Mode:** Standard

CIP: 460503   **Credit Hours:** 10.00   **Contact Hours:** 150.00   Career and Technical Certificate (C.T.C)

IBC: OSHA 10 Construction	Issuing Body: Occupational Safety and Health Administration	Course Title:	Course Prefix:	Course Number:	Credits Awarded: 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.

We propose adding a CTC where there was once a TCA. There is an embedded IBC (OSHA10). There are no changes to the credit hours or clock hours.

IMPLEMENTATION DATE (Semester and Year)	Fall 2019

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

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

The changes provide an industry-accepted IBC to the exit point. The IBC will benefit the students with job placement upon program completion.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No	**Hire Adjunct Faculty:** No	**Hire Full-Time Faculty:** No
# - Full Time: 0	# - 0	# - 0
# - Part Time: 5		

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:	**Experience:** Minimum 5 years	**Certification:** Journeyman Level Plumber

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department :

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

There is no impact to the budget by adding the CTC.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING	43	53	63	73	83
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:					

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status: N/A
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:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

By adding a CTC that includes an IBC, students will earn a credential that is accepted by industry nationwide, giving them greater access to the workforce.

KEYWORDS

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : General Apprenticeship: Electrical Construction

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: CTC - General Apprentice: Electrical Construction Technician	**Program Delivery Mode:** Standard

CIP: 460301	**Credit Hours:** 10.00	**Contact Hours:** 150.00	Career and Technical Certificate (C.T.C)

IBC: OSHA 10 Construction	**Issuing Body:** Occupational Safety and Health Administration	**Course Title:**	**Course Prefix:**	**Course Number:**	**Credits Awarded:** 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.

We propose adding a CTC where there was once a TCA. There is an embedded IBC (OSHA 10). There are no changes to the credit hours, clock hours, etc.

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

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

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

The changes provide an accepted IBC to the exit point. The IBC will benefit the student with job placement upon program completion.

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: 0 # - Part Time: 10	# - 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:	Experience:	Certification: Journeyman Level Electrician

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department :

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 impact.

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY					
EVENING	58	65	70	75	80
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:					

PROGRAM ACCREDITATION:

Is Program Accreditation, Licensure or Certification Required?	No
	Accreditation status: N/A
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:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

By adding the CTC with the included IBC, students will earn a credential that is accepted and recognized by industry nationwide, giving them greater access to the workforce.

KEYWORDS