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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. René Cintrón ^{RC}
Chief Education and Training Officer

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

DATE: July 27, 2020

SUBJECT: Program Requests at Nunez Community College

APPROVED
8/12/20 - *[Signature]*
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION:

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

Program Additions

1. Career and Technical Certificate (CTC) in Coastal Surveying (CIP 15.1102) with an IBC in FAA Part 107 Remote Pilot License from the Federal Aviation Authority – 4 STARS

Program Modifications

2. Career and Technical Certificate (CTC) in Phlebotomy (CIP 51.1009) – 3 STARS
3. Career and Technical Certificate (CTC) in Patient Care Technician (CIP 51.2601) – 5 STARS

Background: Nunez Community College (NCC) is requesting to add a CTC in Coastal Surveying. This stand-alone credential allows students to learn essential surveying skills with a focus on coastal surveying. It will be housed with the Coastal and GIS Studies program allowing students to develop additional skills that enhance their employability. With this certificate, students can earn a pilot's license to operate a drone along with other surveying skills that will lead to employment opportunities in coastal restoration and preservation.

Nunez Community College (NCC) is requesting to modify the Phlebotomy program. The proposed modification will bring the credit into alignment with the content and time commitment of the students. In addition, this will allow for additional start times for students using an 8-week compressed format.

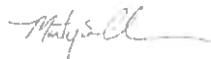
Nunez Community College (NCC) is requesting to modify the Patient Care Technician program with a redesign in two of the components that make up this credential. This proposed modification will reflect a decrease in the Certified Nurse Assistant Program and Phlebotomy credit hours, therefore decreasing the total Patient Care Technician

from a total of 33 credit hours to 27 credit hours. This modification is supported by the industry advisory board and it is anticipated this modification will allow for more course sections and promote the number of program completers.

Fiscal Impact: There are no anticipated expenditures associated with these changes unless otherwise noted.

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

Benefits to the System: These requests will allow NCC to better meet student and workforce needs.



Approved
Dr. Monty Sullivan

8-12-20

Date

Coastal Surveying - 07/15/2020

TYPE OF PROPOSED CHANGE : New Program
PROGRAM NAME : Coastal Surveying

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 4 Stars						
Name: Coastal Surveying Skills				Program Delivery Mode:		
CIP: 15.1102	Credit Hours: 1.00	Contact Hours: 195.00	Career and Technical Certificate (C.T.C)			
IBC: FAA Part 107 Remote Pilot License	Issuing Body: Federal Aviation Authority	Course Title: Introduction to sUAS	Course Prefix: CSTL	Course Number: 2323	Credits Awarded: 45.00	IBC Awarded upon Completion? : No-Student must Request it

PROPOSED CHANGE a) For New Programs, state the purpose and objective; b) For Curriculum Modifications, state previous credit and clock hours; c) For Program Termination, state program and all award levels; d) For Curriculum Adoption, state the college from which curriculum is being adopted and the date it was approved by LCTCS.
This program allows students to learn essential surveying skills with a focus on coastal surveying, which will allow students to gain entry-level employment.

IMPLEMENTATION DATE (Semester and Year)	Fall 2020	Or upon approval
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HISTORY OF PRIOR ACTIONS Provide an overview of changes to this program.
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This CTC is a stand-alone credential and works with our Coastal and GIS Studies program allowing students to develop additional skills that enhance their employability

JUSTIFICATION FOR THE PROPOSED CHANGE

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

This CTC allows students to earn a pilot license to operate a drone and other surveying skills that will lead to employment opportunities in coastal restoration and preservation. The program can be completed in one semester of full time enrollment.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION:

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: No

- Full Time: 1

- Part Time: 0

Hire Adjunct Faculty: No

- 1

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

Experience: 3 years

Certification: FAA Part 107 Remote Pilot License

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.

This program will be located in the department of Natural Sciences with the Coastal and GIS Studies program housed and will share a program manager with that program.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY		10	10	12	15
EVENING	11	10	12	15	15
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	Year one assumes one cohort. Year two add a cohort in daytime courses. Years three through five assume modest growth.				

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

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

PROGRAM CURRICULUM Use the template below or insert separate attachment. All modifications should include the OLD and NEW curriculum with changes appropriately noted so that it is visually clear what has been added, deleted and/or changed. Note if any special requirements, such as internships, are part of the curriculum. List all embedded IBCs. If you are adopting curriculum, you do not need to complete this section.								
Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours	
Program, Degree or Concentration:						Credit Hours: 0.00		

BENEFITS TO THE SYSTEM
Discuss how this change will benefit your students, your community, and the LCTCS.
This program allows students to develop employable skills. Even at this unprecedented time, a search of Louisiana jobs showed 20 listings for openings that employees with the skills in this credential on July 15, 2020. Nunez Community College is in a coastal parish with a population deeply concerned about the health of the coast. Plans to address coastal restoration and preservation will produce opportunities for coastal surveying as it progresses.

KEYWORDS

Nunez Community College
CTC in Coastal Surveying

Prefix	Number	Title	Lecture	Lab	Combined	Source
DRDT	1030	Basic CAD	3	2	5	In catalog
CSTL	2323	Introduction to sUAS	3	0	3	New
CSTL	1313	Surveying I	3	0	3	New
CSTL	1331	Surveying I Lab	0	1	1	New
CSTL	2333	Hydrographic Surveying	3	0	3	New

Total	15
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IBC

FAA Part 107

Phlebotomy Technician - 06/24/2020

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : Phlebotomy Technician

AWARD LEVEL(S)

For Board of Regents and LCTCS Review:

Name:

For LCTCS Review:

Technical Diploma (T.D.)

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

Career and Technical Certificate (C.T.C)

TCA - For Archive Purpose Only

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

Stars : 3 Stars

Name: Phlebotomy Technician

Program Delivery Mode: Hybrid

CIP: 511009

Credit Hours: 7.00

Contact Hours: 180.00

Career and Technical
Certificate (C.T.C)

PROPOSED CHANGE

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

The program currently consists of one 10-hour course. This proposal reduces credit hours to 7 and splits the content into two lecture courses and a lab, allowing for more flexibility in scheduling and start dates.

**IMPLEMENTATION DATE
(Semester and Year)**

Fall 2020

Or upon approval

HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

This program was approved as a TCA in February 2016 and converted to a CTC in April 2016. In both of those cases, the credential was one course, a 10-hour program. This proposed change splits the coursework into two three hour lecture courses and a one-hour lab, bringing the credit hours into alignment with the content and time commitment of the students. This also allows for additional start times for students using the 8-week compressed format so students can start a class in the second half of a semester and continue to the first half of the next rather than waiting until the next full semester start date.

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

This change brings the credit hours into alignment with the content and time commitment of the students. This also allows for additional start times for students using the 8-week compressed format so students can start a class in the second half of a semester and continue to the first half of the next rather than waiting until the next full semester start date. This change is supported by the program advisory board.

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

Use Existing Faculty: Yes	Hire Adjunct Faculty: No	Hire Full-Time Faculty: No
# - Full Time: 1	# - 0	# - 0
# - Part Time: 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: 3 years	Certification: Certification from National Healthcareers or other credential recognized by Louisiana DHH
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FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS**Department :** Health Sciences**Describe how this change will affect the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.**

These are minor changes that should not have a major effect on the program. We anticipate that the new breakdown of coursework will allow additional sections to run which will make up for the loss of credit hours.

ANTICIPATED ENROLLMENT:

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

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		
HASC	1010	Phlebotomy	3.00	0.00	45.00	3.00	0.00	
HASC	1011	Phlebotomy Lab	0.00	3.00	45.00	1.00	0.00	
HASC	1012	Phlebotomy Clinical Externship	3.00	0.00	90.00	3.00	45.00	
Semester:						Credit Hours: 0.00		
HASC			0.00	0.00	0.00	0.00	0.00	
Program, Degree or Concentration:						Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

This new structure supports additional start points for students and allows them to focus on a clinical externship, which supports employment opportunities in the second half of the program.

KEYWORDS

Phlebotomy
Allied Health

Patient Care Technician - 06/25/2020

TYPE OF PROPOSED CHANGE : Curriculum Modification
PROGRAM NAME : Patient Care Technician

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: Patient Care Technician				Program Delivery Mode: Hybrid		
CIP: 512601	Credit Hours: 27.00		Contact Hours: 0.00		Certificate of Technical Studies (C.T.S.)	
IBC:	Issuing Body:	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.
The length of the program in credit hours is changing to match curriculum redesign in two of the components that make up this credential. This program will go from a 33 credit hour CTS to a 27 hours CTS. This change reflects a change in the Certified Nurse Assistant program that changed from 7 credit hours to 4 credit hours and a change in Phlebotomy Technician from 10 credit hours to 7 credit hours.

IMPLEMENTATION DATE (Semester and Year)	Fall 2020	Or upon approval
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HISTORY OF PRIOR ACTIONS Provide an overview of changes to this program.

The Patient Care Technician CTS was approved by LCTCS in February 2016. This will be the first curriculum revision to the program and it reflects the changes approved for the Certified Nurse Assistant program, approved by the Louisiana Department of Health and Hospitals, and proposed changes to the Phlebotomy Technician program supported and approved by the industry advisory board.

JUSTIFICATION FOR THE PROPOSED CHANGE

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

This will be the first curriculum revision to the program and it reflects the changes approved for the Certified Nurse Assistant program, approved by the Louisiana Department of Health and Hospitals, and proposed changes to the Phlebotomy Technician program supported and approved by the industry advisory board.

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

QUALIFIED FACULTY (Check all that apply)

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

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: 3 years	Certification: National Healthcare Association Certification preferred
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FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Health Sciences

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

The minimum changes to the program credit hours will not result in major financial changes. We anticipate that the reorganization of content will allow for more sections and program completers, offsetting the minor difference in credit hours.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	30	45	46	50	50
EVENING	14	30	30	30	30
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:	Year one assumes steady enrollment from Fall 2019. Year two adds a daytime section and an evening section. After that incremental growth is anticipated.				

PROGRAM ACCREDITATION:

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

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

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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	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.
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The redesigned structure will support student completion and industry needs.

KEYWORDS

Patient Care technician
Patient Care



Certificate of Technical Studies Patient Care Technician

Student ID #				Catalog 2019-2020	
Name:					
	Last	First	Middle	Advisor	
30 hours of major courses. Must earn a grade of C or better. At least 15 hours in residence.					
Course #	Course Title:	Substitute or Transfer Course:	College:	Hrs:	Grade:
NURS 1000	Nursing Assistant			4	
HASC 1020	Introduction to EKG			3	
HASC 1030	EKG II			4	
HASC 1010	Phlebotomy			3	
HASC 1011	Phlebotomy Lab			1	
HASC 1012	Phlebotomy Clinical Externship			3	
HSOM 1020	Medical Terminology I			3	
HSOM 1030	Medical Terminology II			3	
HSOM 2050	Medical Office Management			3	
			Total Hours:	0	
<p>Patient care technicians are allied health professionals who provide direct patient care within their regulated scope of practice. They perform basic nursing assistant tasks (as delegated by the nursing or medical staff) which may include obtaining patient vital signs and other data, communicating with the healthcare team and patients, assisting with activities of daily living (ADLs), complying with confidentiality requirements, and performing EKGs and phlebotomy tasks.</p>					
Exit Advisor's Signature		Date	Dean's Signature		Date: