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Creating Futures**

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Louisiana
Community
& Technical
College System


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Baton Rouge, LA 70806


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www.lctcs.edu

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. René Cintrón 
Chief Education and Training Officer

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

DATE: November 20, 2020

SUBJECT: Program Requests at Louisiana Delta Community College

APPROVED
 12/9/20
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION:

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

Program Adoptions

1. Associate of Applied Science (AAS) in Technical Studies (CIP 47.9999) – **5 STARS**
2. Certificate of Technical Studies (CTS) in Heavy Equipment Operations Level II (CIP 49.0202) -**5 STARS**
3. Career and Technical Certificate (CTC) in Heavy Equipment Operations Level I (CIP 49.0202) -**4 STARS**

Programs to be Delivered 100% via Distance Education Technology

4. Associate of Arts (AALT) in Louisiana Transfer (CIP 24.0199) – **TRANSFER**
5. Associate of Science (ASLT) in Louisiana Transfer CIP (CIP 24.0199) – **TRANSFER**
6. Associate of Applied Science (AAS) in Business Technology (CIP 52.0101)- **4 STARS**
7. Associate of Applied Science (AAS) in Business Office Administration (CIP 52.0401)- **4 STARS**
8. Associate of Applied Science (AAS) in Criminal Justice (CIP 43.0104) – **5 STARS**
9. Associate of Applied Science (AAS) in Full Stack Cloud Developer (CIP 11.0902) - **5 STARS**
10. Associate of Applied Science (AAS) in Information Technology (CIP 11.0901) -**5 STARS**
11. Associate of Science (AS) in Computer Science (CIP 11.0 701) - **5 STARS**
12. Certificate of Technical Studies (CTS) in Accounting Technician: Accounting Clerk (CIP 52.0302) - **4 STARS**

13. Certificate of Technical Studies (CTS) in Bank Teller (CIP 52.0803) - **2 STARS**
14. Certificate of Technical Studies (CTS) in Human Resource Specialist (CIP 52.1001)- **4 STARS**
15. Certificate of Technical Studies (CTS) in Medical Coding Specialist (CIP 51.0707) - **4 STARS**
16. Certificate of Technical Studies (CTS) in Medical Office Assistant (CIP 51.0716) - **3 STARS**
17. Certificate of Technical Studies (CTS) in Mortgage Document Specialist (CIP 52.0809)- **4 STARS**
18. Certificate of Technical Studies (CTS) in Secure Software Design (CIP11.0201)- **5 STARS**
19. Career and Technical Certificate (CTC) in Basic Accounting (CIP 52.0304) – **4 STARS**
20. Career and Technical Certificate (CTC) in Business Entrepreneurship (CIP 52.0701) - **4 STARS**
21. Career and Technical Certificate (CTC) in Call Center Representative (CIP 52.0411)- **3 STARS**
22. Career and Technical Certificate (CTC) in Customer Service for Business Professionals (CIP 52.0499) - **3 STARS**

Programs to be Delivered 50-99% via Distance Education Technology

23. Associate of Applied Science (AAS) in Drafting and Design Technology (CIP 15.01301) -**4 STARS**
24. Associate of Applied Science (AAS) in Industrial Maintenance Technology (CIP 47.0303)- **5 STARS**
25. Associate of Applied Science (AAS) in Care and Development of Young Children (CIP 19.0709)- **4 STARS**
26. Associate of Science in Teaching Grades 1-5 (CIP 13.0101)- **5 STARS**
27. Associate of Applied Science (AAS) in Forensic Science and Technology (CIP 43.0406)- **4 STARS**
28. Associate of Science in Nursing (ASN), (CIP 51.3801)- **5 STARS**
29. Associate of Applied Science (AAS) in Paramedicine (CIP 51.0904)- **4 STARS**
30. Associate of Applied Science (AAS) in Industrial Instrumentation Technology (CIP 15.0404) – **4 STARS**
31. Associate of Applied Science (AAS) in Process Technology (CIP 15.0699) -**4 STARS**
32. Technical Diploma (TD) in Barber Styling (CIP 12.0402) – **2 STARS**
33. Certificate of Technical Studies (CTS) in Computerized Numerical Controlled Manufacturing (CIP 15.0404)- **4 STARS**
34. Certificate of Technical Studies (CTS) in Patient Care Technician (CIP 51.2601)- **3 STARS**

Background: Louisiana Delta Community College (LDCC) is requesting to transition some of the programs listed above to 100% online and others 50-99% online.

Louisiana Delta Community College (LDCC) is seeking approval to adopt the Associate of Applied Science (AAS) in Technical Studies from Fletcher Technical Community College and two certificates in heavy equipment operations from Northwestern Louisiana Community and Technical College. Revisions to LCTCS Policy #1.024 updated the process that colleges use to create, modify, or adopt curriculum making it more efficient and streamlined. Staff is requesting that this program be adopted by LDCC.

Fiscal Impact: The administrative structure will not change. 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 LDCC to better meet student and workforce needs.



Approved
Dr. Monty Sullivan

Date



LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

Requests for Programs: New, Modification, and Adoption

TYPE OF PROPOSED CHANGE		
<input type="checkbox"/> New Program	<input type="checkbox"/> Curriculum Modification	<input checked="" type="checkbox"/> Curriculum Adoption
Program Name: Associate of Applied Science in Technical Studies		

AWARD LEVEL(S)	
For Board of Regents and LCTCS Review: <input checked="" type="checkbox"/> Associate of Applied Science (A.A.S.) <input type="checkbox"/> Associate of Science (A.S.) <input type="checkbox"/> Associate of Arts (A.A.) <input type="checkbox"/> Other Associate Degree <u>Name:</u> <input type="checkbox"/> Certificate of Applied Science (C.A.S.) <input type="checkbox"/> Certificate of General Studies (C.G.S.)	For LCTCS Review: <input type="checkbox"/> Technical Diploma (T.D.) <input type="checkbox"/> Career and Technical Certificate (C.T.C.) <input type="checkbox"/> Certificate of Technical Studies (C.T.S.)

CIP: CIP 479999	Credit Hours:60	Contact Hours: 1800	Award Level: Associate of Applied Science
Name: Associate of Applied Science in Technical Studies			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:
Name:			
CIP:	Credit Hours:	Contact Hours:	Award Level:

IBC	Issuing Body	Course Title	Course Prefix	Course Number	Credits Awarded
IBCs will be issued in each technical Industrial Technology subject area content as already approved. This AAS in Technical Studies provides students with the coursework beyond the TD level to earn an associate's degree.					

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.

LDCC will be adopting Fletcher Technical and Community College's curriculum adopted May 2011

IMPLEMENTATION DATE (Semester and Year)

Fall 2021

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 Technical Studies program will offer students an opportunity to earn an associate degree in areas in which the College does not offer specialized degree programs. The Technical Studies program will allow a student with a technical diploma to pursue an associate's degree with their completed technical area coursework. All students will complete eighteen credit hours of general education courses. The program is not designed for transfer: it is designed to prepare students for immediate employment and promotions to management positions.

LOUISIANA WORKFORCE COMMISSION STAR LEVEL (<http://www.laworks.net/Stars/>)

5 Stars

4 Stars

3 Stars

2 Stars

1 Star

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

Main Campus

All Campuses

Sites (list below)

Distance Education

QUALIFIED FACULTY (Check all that apply)		
<input checked="" type="checkbox"/> Use Existing Faculty #: <u>0</u>	<input type="checkbox"/> Hire Adjunct Faculty #: <u>0</u>	<input checked="" type="checkbox"/> Hire Full-Time Faculty #: <u>0</u>
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Subject area: Technical Diploma minimum General Education content will be taught by credentialed faculty according to SACSCOC guidelines for teaching associate's degree level courses designed for transfer = Master's degree with at least 18 hrs in the field of study at the post-baccalaureate level.	Experience: Subject area: Preferred 3 years industry experience	Certification: Subject area: Preferred certification in technical program

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department: School of Industrial 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.
Support for this program will fall under the responsibility of the Division of Industrial Technology. No additional support services will be required. The general education courses included in this degree program are available in-person and online.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>20</u>	<u>20</u>	<u>30</u>	<u>30</u>	<u>40</u>
<u>EVENING</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<u>DISTANCE EDUCATION</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

ANTICIPATED ENROLLMENT:	
Describe Process for Attaining & Estimating Enrollment:	Estimation of enrollment is based on anecdotal evidence gained through advising students at LDCC who express an interest in transferring to a four-year institution to study elementary education.

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Type/Name of Program Accreditation, Licensure or Certification Required:	

PROGRAM CURRICULUM						
Use the template below or insert separate attachment. All modifications should include the OLD and NEW curriculum with changes appropriately noted so that it is visually clear what has been added, deleted and/or changed. Note if any special requirements, such as internships, are part of the curriculum. List all embedded IBCs. If you are adopting curriculum, you do not need to complete this section.						
Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours
First Semester						
		Technical Area Coursework				14
Second Semester						
		Technical Area Coursework				14
Third Semester						
		Technical Area Coursework				14
Fourth Semester						
CINS	101	Intro to Computers	3			3

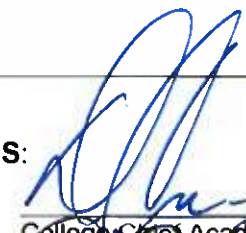
ENGL	101	English Composition I	3			3
MATH	110 or 117	College Algebra or Survey of Mathematics	3			3
		Approved Humanities/Fine Arts	3			3
		Approved Natural Science	3			3
		Approved Social Science	3			3

BENEFITS TO THE SYSTEM

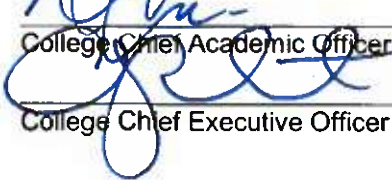
Discuss how this change will benefit your students, your community, and the LCTCS.

The Associate of Applied Science in Technical Studies program will afford current and former LDCC students who have already completed a technical diploma in an area of study with the opportunity to earn an associate's degree. Often, companies that employ skilled technicians require an associate's degree for supervisory level positions. Current and former LDCC students who wish to work at this level will likely need an associate's degree to be eligible. Further, earning the associate's degree is also valuable if the individual has aspirations of teaching his/her skill at an accredited institution upon completion.

SIGNATURES:



 College Chief Academic Officer



 College Chief Executive Officer

10/16/2020
 Date

10/21/20
 Date

Fletcher AAS Technical Studies

Curriculum

Course No.	Course Name	Total Cr. Hrs.	Lecture Cr. Hrs.	Lab Cr. Hrs.	Other Cr. Hrs.
Component I					
Semester 1					
	Technical Area Coursework	14			
Semester 2					
	Technical Area Coursework	14			
Semester 3					
	Technical Area Coursework	14			
Component II					
Semester 4					
CPTR 1100 Or CPTR 1000	Intro to Computer Applications Intro to Computers	3	3	0	0
ENGL 1000/1010	English Composition I (GER)	3	3	0	0
MATH 1000/1100	College Algebra (GER)	3	3	0	0
	Approved Humanities/Fine Arts (GER)	3	3	0	0
	Approved Natural Science (GER)	3	3	0	0
	Approved Social Science (GER)	3	3	0	0
		18			

AAS- Technical Studies

Total Credit Hours: 60

CIP Code: 479999

Total Clock Hours: 900



LOUISIANA DELTA
COMMUNITY COLLEGE

OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS

October 7, 2020

Mr. Paul Price, Chair - LCTCS Board of Supervisors
The Louisiana Community and Technical College System
265 South Foster Drive
Baton Rouge, Louisiana 70806

Dear Mr. Price,

Louisiana Delta Community College (LDCC) requests authorization from the Board of Supervisors for the Louisiana Community and Technical College System (LCTCS) to implement the following program modifications for delivery via distance education technology.

Programs to be delivered 100% via distance education technology:

1. Criminal Justice Associate of Applied Science (AAS) CIP 43.0104 – 4 stars
2. Louisiana Transfer, Associate of Arts (AA) CIP 24.0199 – 2 stars
3. Louisiana Transfer, Associate of Science (AS) CIP 24.0199 – 2 stars
4. Business Technology, Associate of Applied Science (AAS) CIP 52.0101 – 4 stars
5. Business Office Administration, Associate of Applied Science (AAS) CIP 52.0401 – 4 stars
6. Full Stack Cloud Developer, Associate of Applied Science (AAS) CIP 11.0902 – 5 stars
7. Information Technology, Associate of Applied Science (AAS) CIP 11.0901 – 5 stars
8. Computer Science, Associate of Science (AS) CIP 11.0701 – 5 stars
9. Basic Accounting, Career and Technical Certificate (CTC) CIP 52.0304 – 4 stars
10. Business Entrepreneurship, Career and Technical Certificate (CTC) CIP 52.0701 – 4 stars
11. Call Center Representative, Career and Technical Certificate (CTC) CIP 52.0411 – 3 stars
12. Customer Service for Business Professionals, Career and Technical Certificate (CTC) CIP 52.0499 – 3 stars
13. Accounting Technician: Accounting Clerk, Certificate of Technical Studies (CTS) CIP 52.0302 – 4 stars
14. Bank Teller, Certificate of Technical Studies (CTS) CIP 52.0803 – 2 stars
15. Human Resource Specialist, Certificate of Technical Studies (CTS) CIP 52.1001 – 4 stars
16. Medical Coding Specialist, Certificate of Technical Studies (CTS) 51.0707 – 4 stars
17. Medical Office Assistant, Certificate of Technical Studies (CTS) 51.0716 – 3 stars
18. Mortgage Document Specialist, Certificate of Technical Studies (CTS) 52.0809 – 4 stars
19. Secure Software Design, Certificate of Technical Studies (CTS) 11.0201 – 5 stars

COURAGE. ATTITUDE. KNOWLEDGE.

Programs to be delivered 50% – 99% via distance education technology:

1. Care and Development of Young Children, Associate of Applied Science (AAS) CIP 19.0709 – 4 stars
2. Associate of Science in Teaching Grades 1-5 (AST) CIP 13.0101 – 5 stars
3. Forensic Science and Technology, Associate of Applied Science (AAS) CIP 43.0406 – 4 stars
4. Associate of Science in Nursing (ASN) CIP 51.3801 – 5 stars
5. Patient Care Technician (CTS) CIP 51.2601 – 3 stars
6. Paramedicine, Associate of Applied Science (AAS) CIP 51.0904 – 4 stars
7. Barber Styling, Technical Diploma (TD) CIP 12.0402 – 2 stars
8. Industrial Instrumentation Technology, Associate of Applied Science (AAS) CIP 15.0404 – 4 stars
9. Process Technology, Associate of Applied Science (AAS) CIP 15.0699 – 4 stars
10. Computerized Numerical Controlled Manufacturing, Certificate of Technical studies (CTS) – 4 stars
11. Drafting and Design Technology, Associate of Applied Science (AAS) CIP 15.01301 – 4 stars
12. Industrial Maintenance Technology, Associate of Applied Science (AAS) CIP 47.0303 – 5 stars

The forms required by the Louisiana Board of Regents accompany this letter for each program listed. Please contact me if additional information is needed. Thank you for your consideration of this request.

Sincerely,



Dan J. Corsi, Ed.D.

Vice Chancellor for Academic Affairs

COURAGE. ATTITUDE. KNOWLEDGE.



September 26, 2019

Mr. Dennis Epps
Chancellor
Louisiana Delta Community College
7500 Millhaven Road
Monroe, LA 71203

Dear Mr. Epps:

Thank you for submitting the following substantive change:

Substantive change:
Not Elsewhere Categorized
Submission date:
6/26/2019
Implementation date:
1/1/2020
Case ID:
SC006763

The letter transmitted a prospectus for approval to offer more than 50% of a program via distance learning for the first time. The Associate of Applied Science (A.A.S.) degree program in Criminal Justice is an already-approved program, and the institution was approved for distance learning in a Commission letter dated April 6, 2010.

Once an institution is approved to offer 50% or more of the credit in a program via distance delivery, no notification is necessary when any percentage of an additional approved program is offered online.

We acknowledge the information.

Should you need assistance, please contact Dr. Linda Thomas-Glover at 404-679-4501 or via email at lthomas-glover@sacscoc.org.

Please include the Case ID number above in all submissions or correspondence about this substantive change.

Sincerely,



Kevin W. Sightler, Ph.D.
Director of Substantive Change

KWS:MAC: efk

cc: Dr. Dan J. Corsi, Vice Chancellor for Academic Affairs
Dr. Linda Thomas-Glover

Case ID: SC006763

5/27/2020

Louisiana Delta
Community College
7500 Millhaven Rd.
Monroe, LA 71203



**National Council for
State Authorization Reciprocity Agreements**

A voluntary, regional approach to state oversight of distance education

Dear Dan Corsi,

On behalf of the National Council for State Authorization Reciprocity Agreements (NC-SARA), I am pleased to welcome Louisiana Delta Community College as an institutional participant in the SARA initiative. Your institution will be listed on our website (www.nc-sara.org) and we encourage you to inform students of your participation by placing the SARA logo on the institution's website. Logos may be found at www.nc-sara.org/logos and you may use whichever logo you prefer.

A great deal of work has gone into the development and implementation of the SARA initiative. SARA increases administrative efficiency and lowers the costs of obtaining authorization to provide postsecondary distance education in states that join. These benefits are resulting in increased access as institutions like yours are able to make their academic programs more widely available and accept enrollments from students in many other states.

But increased access and efficiency will mean little if they are not accompanied by high quality. That is why all SARA institutions annually commit to several steps designed to ensure that courses and programs they offer through the SARA initiative provide high-quality learning opportunities that can help students reach their goals. Institution staff working with SARA are encouraged to read the *SARA Manual* (www.nc-sara.org) and ask questions about policies about which they have questions.

Thank you for joining us in this work and best wishes for your continued success.

Sincerely,

Lori Williams

President /Chief Executive Officer

National Council for State Authorization Reciprocity Agreements



DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi, 318-345-9250, dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Associate of Applied Science Criminal Justice
CIP Code – 430104

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Applied Science in Criminal Justice is designed as a degree program to prepare students for employment in criminal justice related fields, both enforcement and non-enforcement fields. This program is also designed to enhance critical thinking skills for students and current practitioners in the criminal justice field.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer 100% of the credits required for this program via distance (online) education.

7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS), which is currently Canvas, to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

8. **Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven Road, Monroe, LA, 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

9. **Describe processes in place to ensure that students have structured access to faculty.**
LDCC students enrolled in online courses are able to communicate with their instructor by phone, email, Canvas, and video conference. All faculty teaching online courses are expected to post their office hours with availability in WebEx/Teams. LDCC instructors teaching online classes are expected to respond to student inquiries within 24 hours. LDCC is a member of NC-SARA and has SACSCOC approval to offer programs via 100% distance delivery.

If this is the campus' first request for approval to offer 50% or more of a program electronically, upon approval by the Board of Regents the campus must submit notification to the Southern Association of Colleges and Schools

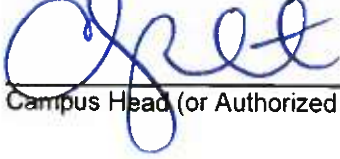
Commission on Colleges (SACSCOC) prior to implementation. Once the SACSCOC provides a letter acknowledging acceptance of this notification to the campus, a copy should be provided to the Board of Regents.



Provost/Vice Chancellor for Academic Affairs

9/24/2020

Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi, 318-345-9250, dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Associate of Arts Louisiana Transfer
CIP Code – 240199

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.**

The Louisiana transfer associate degree consists of a 39-hour general education block and a 21-hour block of additional coursework. Students who enter a four-year public university with this degree in hand will have met the institution's general education requirements and will be granted upper division (junior) status, with all of its concomitant rights and privileges. This guarantee applies to those who successfully complete the degree with a grade of "C" or better in each course.

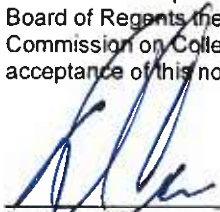
6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer 100% of the credits required for this program via distance (online) education.

7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS), which is currently Canvas, to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

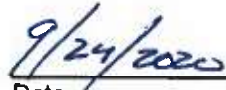
8. **Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven Road, Monroe, LA, 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

9. **Describe processes in place to ensure that students have structured access to faculty.**
LDCC students enrolled in online courses are able to communicate with their instructor by phone, email, Canvas, and video conference. All faculty teaching online courses are expected to post their office hours with availability in WebEx/Teams. LDCC instructors teaching online classes are expected to respond to student inquiries within 24 hours. LDCC is a member of NC-SARA and has SACSCOC approval to offer programs via 100% distance delivery.

If this is the campus' first request for approval to offer 50% or more of a program electronically, upon approval by the Board of Regents the campus must submit notification to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) prior to implementation. Once the SACSCOC provides a letter acknowledging acceptance of this notification to the campus, a copy should be provided to the Board of Regents.



Provost/ Vice Chancellor for Academic Affairs



Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

- 1. University or College**
Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**

Associate of Science, Louisiana Transfer – CIP Code 240199

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Louisiana transfer associate degree consists of a 39-hour general education block and a 21-hour block of additional coursework. Students who enter a four-year public university with this degree in hand will have met the institution's general education requirements and will be granted upper division (junior) status, with all of its concomitant rights and privileges. This guarantee applies to those who successfully complete the degree with a grade of "C" or better in each course. Expanded online course delivery does not revise the programmatic student learning objectives embedded within the curriculum.


- 6. Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

- 7. Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

- 8. Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

- 9. Describe processes in place to ensure that students have structured access to faculty.**
LDCC students enrolled in online courses are able to communicate with their instructor by phone, email, Canvas, and video conference. All faculty teaching online courses are expected to post their office hours with availability in WebEx/Teams. LDCC instructors teaching online classes are expected to respond to student inquiries within 24 hours. LDCC is a member of NC-SARA and has SACSCOC approval to offer programs via 100% distance delivery.

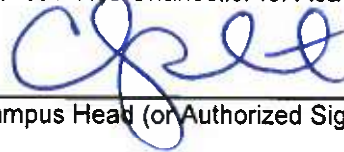
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020

Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Business & Technology
CIP Code - 520101

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Applied Science in Business & Technology combines English, math, social science, natural science, and humanities with business and computer courses to create a program designed to meet the increasing demand for entry-level business professionals. Further, a significant portion of the coursework is transferable for those students wishing to complete a bachelor's degree.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education


7. **Describe distance learning technologies which will be used to offer the proposed program.**
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Business Office Administration
CIP Code – 520401

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Applied Science in Business Office Administration prepares individuals to acquire marketable skills for entry-level employment positions and career advancement in various areas of business, industry, and government offices. Students will receive hands-on training in office technology software skills using Word, Excel, Access, and Publisher. Coursework in business calculators, records management, business communication, math, accounting, and office procedures is also included in the curriculum. This program provides students with safe and efficient work practices, basic occupational skills, customer service, job-seeking skills, employability skills, and strong work ethics required for success in the workplace.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

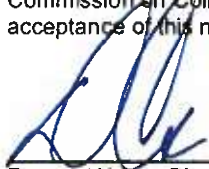
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DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. University or College

Louisiana Delta Community College

2. Name, Phone and Email Address of contact person for questions regarding this request

Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. Name of Degree Program and CIP Classification

Associate of Applied Science Full Stack Cloud Developer
CIP Code – 110902

4. List the initial date of implementation

January 2021

5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.

Cloud computing involves the use of computing resources such as but not limited to applications, storage, database, and computer power in an on-demand, yet off premises fashion. The technologies utilized to accomplish this allow elements of an IT infrastructure to be housed in remote locations or data warehouses without direct active management of the entity utilizing it. Cloud computing allows for greater flexibility and nearly instant scalability.

Analysis of industry trends reveals a shift to these on-demand methods of technological operation across a plethora of fields including aerospace, shipping and transportation, healthcare, manufacturing, and education. As a community college, we sit at the forefront of the movement to provide a skilled workforce to fill labor shortages in this space which are expected to increase exponentially in the coming years.

Today, cloud computing is a top skill that employers of IT teams require. Forbes magazine stated in 2018 there were over 50,000 unfilled cloud computing positions available across the United States and 100,000 worldwide. The demand is expected to increase exponentially, requiring not only community colleges to set the pace for this training, but also imploring high schools and universities to participate in the creation and sustainment of this skilled workforce pipeline.

6. Briefly describe the extent to which the program will be offered via distance learning.

LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. Describe distance learning technologies which will be used to offer the proposed program.


LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

8. Indicate where (city/town and parish) the proposed program will be offered.

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Provost/ Vice Chancellor for Academic Affairs

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**DELIVERY OF DEGREE PROGRAMS THOROUGH
DISTANCE EDUCATION TECHNOLOGY**

**REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM
THROUGH DISTANCE LEARNING TECHNOLOGIES**

(Academic Affairs Policy 2.12, revised January 2014)

1. University or College

Louisiana Delta Community College

2. Name, Phone and Email Address of contact person for questions regarding this request

Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. Name of Degree Program and CIP Classification

Information Technology

CIP Code - 110901

4. List the initial date of implementation

January 2021

5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.

The Associate of Applied Science degree in Information Technology combines English, math, social science, natural science, and humanities with business and computer courses to create a program designed to meet the increasing demand for entry-level Information Technology professionals. Further, a significant portion of the coursework is transferable for those students wishing to complete a bachelor's degree. The program is also designed to help students prepare for and successfully complete several internationally recognized, industry-based certifications inclusive of but not limited to certifications offered by CompTIA, Microsoft, Cisco, and LPI.

6. Briefly describe the extent to which the program will be offered via distance learning.

LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. Describe distance learning technologies which will be used to offer the proposed program.

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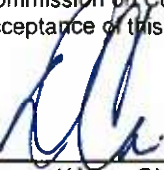
8. Indicate where (city/town and parish) the proposed program will be offered.

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Computer Science
CIP Code – 110701

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Science in Computer Science combines English, math, social science, natural science, and humanities with computer science curriculum to create a program designed to meet the increasing demand for entry-level computer programmers. Further, a significant portion of the coursework is transferable for those students wishing to complete a bachelor's degree.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ldelta.edu

3. **Name of Degree Program and CIP Classification**

520304 Career & Technical Certificate BASIC ACCOUNTING

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Basic Accounting CTC will give the student a thorough understanding Financial and Managerial Accounting and the importance of Accounting to businesses. This CTC will give our students an employable skillset as they enter the job market but also give them the foundation courses needed to pursue an advanced degree in Accounting or Business.. Today's businesses are more technology dependent than ever before. In order for our students to be able to complete in today's job market they must possess both managerial and business related computer skills. Microsoft Office is the software used by most businesses today with businesses telling us that it is imperative for our students to learn Excel. For our students to be competitive in the current job market they must possess decision making skills and computer skills that will allow them to quickly advance. This CTC will help the BTEC students possess decision making and computer skills.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education


7. **Describe distance learning technologies which will be used to offer the proposed program.**
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**
520701 Career & Technical Certificate BUSINESS ENTREPRENEURSHIP

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Business Entrepreneurship CTC will give the student an understanding of Entrepreneurship and what it takes to start-up a small business. This CTC will expose our students the skillsets needed to start-up and manage a small business. The courses and resulting CTC will be sustained as part of the normal offerings of the college and will be marketed to all students, regardless of major. Courses selected for the CTC address skills needed to by an entrepreneur to start-up a small business. These skills will positively impact student groups, employers, and the community by providing a better trained workforce.

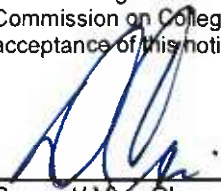
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

520411 Career & Technical Certificate CALL CENTER REPRESENTATIVE

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The goal of the Call Center CTC is to prepare our students to gain employment as a call center representative in the customer care provider industry. Students will receive hands on training in basic phone/customer service functions and apply customer service principles in real life situations. The CTC courses prepare the student for the NRF Advanced Customer Service and Sales IBC.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
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7. **Describe distance learning technologies which will be used to offer the proposed program.**
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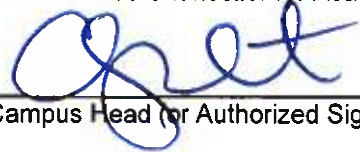
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

520499 Career & Technical Certificate CUST SERVICE FOR BUSN PROFESSIONALS

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Customer Service for Business Professionals CTC is a 4 class collection of the most common concepts related to being a standout customer service professional. All major concepts of business are discussed via the BUSN 101 – Introduction to Business course. BUSN 215 – Business Communications teaches students the art and technique of clear and effective communication in all settings and delivery methods. CINS 101 – Introduction to computers lays the foundation for computing in the 21st century which is vital for any service job. Finally, BUSN 130 - Customer Service for Business Professionals teaches the skills of listening, questioning, empathy, and understanding. The CTC prepares the student for the NRF Certification in Customer Service.


6. **Briefly describe the extent to which the program will be offered via distance learning.**
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7. **Describe distance learning technologies which will be used to offer the proposed program.**
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8. **Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.


9. **Describe processes in place to ensure that students have structured access to faculty.**
LDCC students enrolled in online courses are able to communicate with their instructor by phone, email, Canvas, and video conference. All faculty teaching online courses are expected to post their office hours with availability in WebEx/Teams. LDCC instructors teaching online classes are expected to respond to student inquiries within 24 hours. LDCC is a member of NC-SARA and has SACSCOC approval to offer programs via 100% distance delivery.

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Provost/ Vice Chancellor for Academic Affairs

9/24/2020
Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THORUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

520302 CERTIFICATE OF TECHNICAL STUDIES ACCT TECH:ACCOUNT CLERK

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The goal of the Accounting Office Specialist CTS is to prepare students to acquire marketable skills such as maintaining accurate records of daily transactions, payroll, inventories, accounts payable and accounts receivable. They may also assist in the preparation of financial statements and compile financial data.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

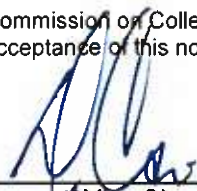
7. **Describe distance learning technologies which will be used to offer the proposed program.**
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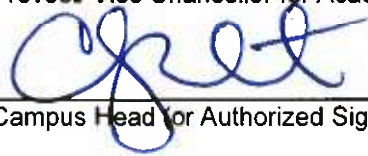
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Provost/Vice Chancellor for Academic Affairs

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

520803 CERTIFICATE OF TECHNICAL STUDIES BANK TELLER

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The goal of the Bank Teller CTS is to prepare our students to understand the specific banking skills needed in today's banking industry. Specific topics include handling checks, processing transactions, handling cash, and balancing cash. Students will also learn about customer service strategies to support effective communication needed to compete in the banking industry.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education


7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

8. **Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. University or College

Louisiana Delta Community College

2. Name, Phone and Email Address of contact person for questions regarding this request

Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. Name of Degree Program and CIP Classification

521001 CERTIFICATE OF TECHNICAL STUDIES HUMAN RESOURCE SPECIALIST

4. List the initial date of implementation

January 2021

5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.

The goal of the Human Resource CTS is to prepare our students to specialize and gain employment in areas of the human resources profession. Upon completion, students will be able to apply basic principles involved in managing the employment process.

6. Briefly describe the extent to which the program will be offered via distance learning.

LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. Describe distance learning technologies which will be used to offer the proposed program.

LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

8. Indicate where (city/town and parish) the proposed program will be offered.

LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

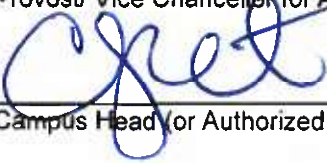
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Medical Coding Specialist
CIP Code – 510707

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Medical Coding Specialist Program (MCS) at LDCC consists of a one-semester Technical Competency Area (TCA) and a one year Certificate of Technical Studies (CTS.) These certificates will prepare individuals for diagnostic and procedural coding positions in hospitals, physician offices and clinics, long-term care facilities, insurance companies, home care agencies, managed care organizations, and outpatient surgical hospitals. Both certificate programs consist of classroom instruction on campus and clinical instruction in clinic and hospital settings in the surrounding area. In this program, there are a variety exit points that you may choose to take.


6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

- 1. University or College**
Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**
510716 CERTIFICATE OF TECHNICAL STUDIES MEDICAL OFFICE ASST

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The goal of the Medical Office Assistant CTS is to provide students with the skills and knowledge necessary to perform entry level work in a medical office, insurance company, or lab and billing company. After completing specific courses deemed by business and industry, students will be competitive in the current job market.

- 6. Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education


- 7. Describe distance learning technologies which will be used to offer the proposed program.**
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

520809 CERTIFICATE OF TECHNICAL STUDIES MORTGAGE DOCUMENT SPECIALIST

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The goal of the Mortgage Documents Specialist CTS is to prepare our students with skills to gain employment as a mortgage documents specialist in mortgage markets. After completing specific courses deemed by business and industry, students will be competitive in the current job market.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. **Describe distance learning technologies which will be used to offer the proposed program.**
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(Academic Affairs Policy 2.12, revised January 2014)

1. University or College

Louisiana Delta Community College

2. Name, Phone and Email Address of contact person for questions regarding this request

Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. Name of Degree Program and CIP Classification

110201 CERTIFICATE OF TECHNICAL STUDIES SECURE SOFTWARE DESIGN

4. List the initial date of implementation

January 2021

5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.

The certificate of technical studies in secure software design combines computer programming classes with information security foundations to produce a vulnerability conscious coder. Classes are geared to prepare students for IBCs in Java development and CompTIA Security+/TestOutSecurity Pro.

6. Briefly describe the extent to which the program will be offered via distance learning.

LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. Describe distance learning technologies which will be used to offer the proposed program.

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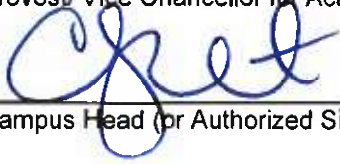
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi, 318-345-9250, dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Associate of Applied Science Care and Development of Young Children
CIP Code – 190709

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Applied Science in Care and Development of Young Children is designed as a degree program to meet the needs of those pursuing a career in early childhood development and the new guidelines established by the United States Department of Education as a part of the No Child Left Behind (NCLB) legislation. The program includes a 300 hour supervised work experience in an approved early childhood setting.


6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education.

7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS), which is currently Canvas, to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi, 318-345-9250, dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**

Associate Science Teaching (Gr 1-5)
CIP Code – 130101

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Science in Teaching prepares students to successfully pass the curriculum of the Baccalaureate of Science in elementary Education from a Louisiana college or university. In addition to general education courses, students will complete two professional education courses that include associated fieldwork experience.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education.


7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS), which is currently Canvas, to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

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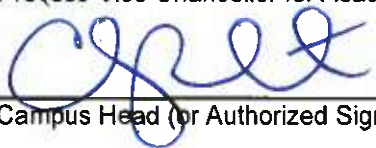
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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

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Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**

Associate of Applied Science, Forensic Science and Technology – CIP Code 430406

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Forensic Science and Technology program prepares students for various careers in the rapidly growing field of forensic science. Students will gain knowledge and skills that will prepare them for entrance, retention or advancement into careers such as crime scene investigation, death investigation, laboratory technology, evidence technology and general forensic science or criminal justice fields. Expanded online course delivery does not revise the programmatic student learning objectives embedded within the curriculum.

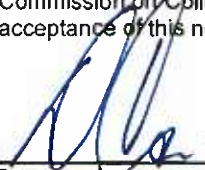
- 6. Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

- 7. Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

- 8. Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

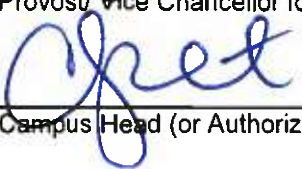
- 9. Describe processes in place to ensure that students have structured access to faculty.**
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020
Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THORUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College
2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**
Associate of Science in Nursing Program- CIP Code- 513801

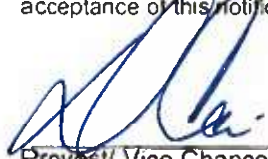
4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Nursing (ASN) program is structured for future nurses to have the knowledge, skills, and attitudes (KSAs) necessary for continuous improvement in giving caring, quality, and safe healthcare. The curriculum is organized systematically with the steps of the nursing process. Specific need-based priorities are established. Abraham Maslow's Hierarchy of Needs provides the organization for the needs sequence of priorities. There are not any differences when you look at program SLO/course objectives.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education
7. **Describe distance learning technologies which will be used to offer the proposed program.**
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8. **Indicate where (city/town and parish) the proposed program will be offered.**
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9. **Describe processes in place to ensure that students have structured access to faculty.**
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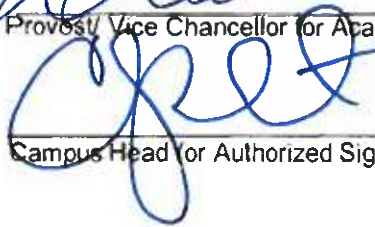
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020

Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

- 1. University or College**
Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**

Patient Care Technician-CIP Code – 512601

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Certificate of Technical Studies in Patient Care Technician prepares individuals for a variety of job opportunities in health occupations areas and is generated to meet the need for cross-training of employees in health care facilities. Graduates may find employment in long-term care facilities, hospitals, laboratories, and clinics where basic bedside nursing skills are required, as well as the skills of phlebotomy, performing electrocardiograms (EKG), stress testing, and holter monitoring procedures. All Omnibus Budget Reconciliation Act (OBRA) skill standards are included into this competency-based curriculum. The program consists of classroom/lab instruction and supervised/preceptor clinical activities. Prior to clinical, the student must present a current CPR card for Basic Life Support for Health Care Providers. Upon successful completion of this competency-based program, students may be eligible to take certification exams in Phlebotomy, Nursing Assistant, Electrocardiogram (EKG) Technician, and/or Patient Care Technician.

- 6. Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

- 7. Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

- 8. Indicate where (city/town and parish) the proposed program will be offered.**
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- 9. Describe processes in place to ensure that students have structured access to faculty.**
LDCC students enrolled in online courses are able to communicate with their instructor by phone, email, Canvas, and video conference. All faculty teaching online courses are expected to post their

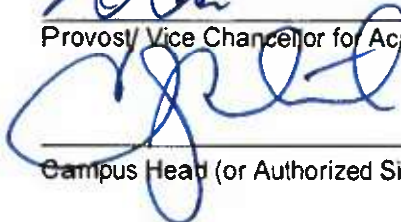
office hours with availability in WebEx/Teams. LDCC instructors teaching online classes are expected to respond to student inquiries within 24 hours. LDCC is a member of NC-SARA and has SACSCOC approval to offer programs via 100% distance delivery.

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Provost/ Vice Chancellor for Academic Affairs

9/24/2020
Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**
Paramedic -CIP Code - 510904

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.**

The LDCC Paramedic Program prepares students to provide advanced prehospital emergency care to patients who have experienced traumatic or medical emergencies. The program curriculum adheres to the National Emergency Medical Education Standards. Successful completion of the program is contingent upon the evaluation of the cognitive, psychomotor, and affective domains in the classroom, lab, clinical experiences, field experiences and field internship. Upon completion, students will be prepared to take the National Registry written and practical examinations necessary for national certification and licensure as a paramedic in the State of Louisiana.

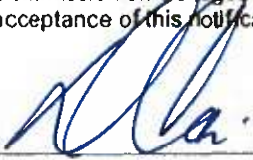
6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

7. **Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

8. **Indicate where (city/town and parish) the proposed program will be offered.**
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9. **Describe processes in place to ensure that students have structured access to faculty.**
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020
Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**
Barber Styling CIP Code - 120402

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.**
The Technical Diploma in Barber-Styling diploma is designed to prepare students to work efficiently in the industry of Barber-Styling. This competency-based program includes classroom instruction and practical/lab experience under supervision of the instructor. Practical skills are developed through experience in a school-based, on-site shop which is equipped and managed according to industry standards by the students with instructor supervision. Upon completion of this program, which is approved by the LA State Board of Barber Examiners and meets the 1500-hour requirement, students are eligible to take the LA State Board of Barber Examiners licensure examination.

6. **Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

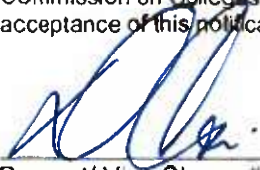
7. **Describe distance learning technologies which will be used to offer the proposed program.**
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020

Date



Campus Head (or Authorized Signature)

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

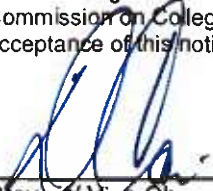
REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College
2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu
3. **Name of Degree Program and CIP Classification**
Industrial Instrumentation Technology, A.A.S. - CIP Code - 150404
4. **List the initial date of implementation**
January 2021
5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

The Associate of Applied Science in Industrial Instrumentation Technology prepares individuals to install, maintain, troubleshoot, and repair various types of measuring and control instruments and peripherals, such as measuring, transmitting, indicating, recording, and controlling devices, final elements, optical instruments and control systems. Specialized classroom instruction will be provided along with practical shop experience in the areas of electronics, motor controls, and different types of measuring systems. Students may be granted a Technical Diploma upon satisfactory completion of the diploma curriculum. Certificates are also offered.
6. **Briefly describe the extent to which the program will be offered via distance learning.**
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7. **Describe distance learning technologies which will be used to offer the proposed program.**
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020

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DELIVERY OF DEGREE PROGRAMS THOROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

1. **University or College**
Louisiana Delta Community College

2. **Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

3. **Name of Degree Program and CIP Classification**
Process Technology, A.A.S. - CIP Code - 150699

4. **List the initial date of implementation**
January 2021

5. **Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rational for the differences.**

Process technology operators control and monitor the systems that run industrial plants. Operators gather information using instrumentation and lab equipment to maintain safe work areas and keep plants in compliance with regulatory requirements. Operators work both indoors and outdoors alongside engineers, chemists and other professionals. Operators use knowledge of computers, math, physics and chemistry to keep industrial plants running safely and efficiently. They require strong communications skills, the ability to write, express views orally and listen in order to succeed at their jobs.

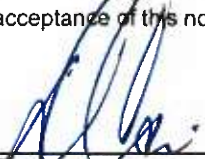
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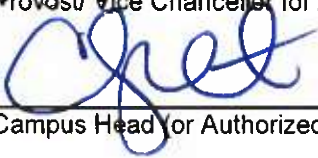
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020

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Campus Head (or Authorized Signature)

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DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

- 1. University or College**
Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**
CNC (Computerized Numerical Controlled) Manufacturing - CIP Code - 480510

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.**

The Certificate of Technical Studies in CNC Manufacturing involves two distinct components: (1) Certified Manufacturing Generalist, (2) Certificate of Technical Studies (CTS) Computer Numerical Controlled Machining (CNC) Operator. The Certified Manufacturing Generalist produces skilled employees for manufacturing industries. Skills taught have been derived from typical business requirements for existing manufacturing employees and those entering the workforce. The CNC Manufacturing CTS prepares individuals to shape metal parts on Computer Numerical Controlled (CNC) machines programmed as lathes and milling machines. In this program, there are a variety exit points that you may choose to take. They are: Certificate of Technical Studies (CTS) CNC Manufacturing Certificate of Technical Studies (CTS) CNC Operator.

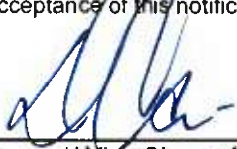
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Provost/ Vice Chancellor for Academic Affairs

9/24/2020
Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

- 1. University or College**
Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**
Drafting and Design Technology, A.A.S. - CIP Code - 151301

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.**

The Associate of Applied Technology in Drafting and Design Technology is a two-year technical program designed to give the student the essential knowledge and skills required for efficient and productive performance in the drafting field. Students may be granted a Technical Diploma upon satisfactory completion of the diploma curriculum. Certificates are also offered for those needing training in areas of drafting such as CADD without gaining all of the skills required for employment as a drafter.

- 6. Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

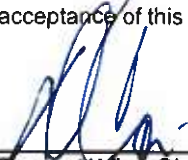
- 7. Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

- 8. Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

- 9. Describe processes in place to ensure that students have structured access to faculty.**
LDCC students enrolled in online courses are able to communicate with their instructor by phone, email, Canvas, and video conference. All faculty teaching online courses are expected to post their office hours with availability in WebEx/Teams. LDCC instructors teaching online classes are expected to respond to student inquiries within 24 hours. LDCC is a member of NC-SARA and has SACSCOC approval to offer programs via 100% distance delivery.

If this is the campus' first request for approval to offer 50% or more of a program electronically, upon approval by the Board of Regents the campus must submit notification to the Southern Association of Colleges and Schools

Commission on Colleges (SACSCOC) prior to implementation. Once the SACSCOC provides a letter acknowledging acceptance of this notification to the campus, a copy should be provided to the Board of Regents.



Provost/Vice Chancellor for Academic Affairs

9/24/2020

Date



Campus Head (or Authorized Signature)

System Head (or Authorized Signature)

DELIVERY OF DEGREE PROGRAMS THROUGH DISTANCE EDUCATION TECHNOLOGY

REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

(Academic Affairs Policy 2.12, revised January 2014)

- 1. University or College**
Louisiana Delta Community College

- 2. Name, Phone and Email Address of contact person for questions regarding this request**
Dan Corsi 318-345-9250 dancorsi@ladelta.edu

- 3. Name of Degree Program and CIP Classification**
Industrial Maintenance Technology, A.A.S. - CIP Code - 470303

- 4. List the initial date of implementation**
January 2021

- 5. Briefly describe the program. If there are any differences (e.g., curriculum, admission, graduation requirements, etc.) between the program to be delivered via distance learning and the program offered through traditional delivery modes, explain and provide a rationale for the differences.**

The Associate of Applied Science in Industrial Maintenance Technology is designed to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the industrial maintenance field. The Industrial Maintenance Technology program prepares individuals to install, repair, and maintain industrial machinery and equipment such as pumps, motors, pneumatic and hydraulic systems, and production machinery. It includes instruction in testing, adjusting, and repairing pneumatic and hydraulic systems, attaching supplemental equipment such as hoses, valves, gates, mechanical, electrical, and electronic control devices. It also includes instruction in material handling equipment, pipefitting, welding, metal fabrication, and millwright.

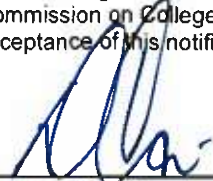
- 6. Briefly describe the extent to which the program will be offered via distance learning.**
LDCC is requesting the authorization to offer more than 50% of the credits required for this program via distance (online) education

- 7. Describe distance learning technologies which will be used to offer the proposed program.**
LDCC faculty will utilize the College's Learning Management System (LMS) which is currently Canvas to provide students with instructional content. Online courses will be structured using either synchronous or asynchronous delivery depending upon the course/program at the discretion of the instructor, program director, or division chair. LDCC faculty will use WebEx or Teams to facilitate live and recorded instruction as necessary. Student registration authentication and online test proctoring will be conducted using Honorlock.

- 8. Indicate where (city/town and parish) the proposed program will be offered.**
LDCC's online courses/programs may originate from any campus, but will be primarily offered from the Monroe campus at 7500 Millhaven RD Monroe, LA 71203. Any student can visit the campus in-person for assistance or communicate via email, phone, Canvas, or videoconference.

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If this is the campus' first request for approval to offer 50% or more of a program electronically, upon approval by the Board of Regents the campus must submit notification to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) prior to implementation. Once the SACSCOC provides a letter acknowledging acceptance of this notification to the campus, a copy should be provided to the Board of Regents.



Provost/ Vice Chancellor for Academic Affairs



Campus Head (or Authorized Signature)

9/24/2020
Date

System Head (or Authorized Signature)

Signature: *Adrienne Fontanot*

Email: adriennefontenot@lctcs.edu

Signature: *René Cintrón*
René Cintrón (Dec 1, 2020 09:42 CST)

Email: renecintron@lctcs.edu












I.3.LDCC Consent

Final Audit Report

2020-12-01

Created:	2020-12-01
By:	Sara Kleinpeter (sarakleinpeter1@lctcs.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAjdm4wqTsxv405unHKGRcDCAYhOfJOIM

"I.3.LDCC Consent" History

-  Document created by Sara Kleinpeter (sarakleinpeter1@lctcs.edu)
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2020-12-01 - 2:54:43 PM GMT
-  Email viewed by Adrienne Fontenot (adriennefontenot@lctcs.edu)
2020-12-01 - 2:55:00 PM GMT- IP address: 104.47.58.126
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-  Agreement completed.
2020-12-01 - 3:59:38 PM GMT