



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**Changing Lives,
Creating Futures**

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Louisiana
Community
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TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. Wendi Palermo 
Chief Education and Training Officer

FROM: William Tulak 
Director of Institutional Effectiveness

DATE: February 15, 2023

SUBJECT: Program Requests at Bossier Parish Community College

APPROVED
 3/8/23
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

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

Program Additions

1. Certificate of Technical Studies (CTS) in Healthcare Management (CIP 51.0702) – **5 Stars**
2. Career and Technical Certificate (CTC) in Business Associate (CIP 52.0101) with Industrial Based Certifications Excel Expert from MS and Customer Service and Sales Certified Specialist from NRF– **4 Stars**
3. Career and Technical Certificate (CTC) in Virtualization (CIP 11.1099) with Industrial Based Certifications Network+ and Cloud+ from CompTIA – **5 Stars**
4. Career and Technical Certificate (CTC) in Linux (CIP 11.0901) with Industrial Based Certifications ITF+ and Network+ from CompTIA and PE124 and RHCSA from Red Hat – **5 Stars**
5. Career and Technical Certificate (CTC) in Data Analytics (CIP 30.7101) with Industrial Based Certifications ITF+ and Data+ from CompTIA – **5 Stars**

Background: Bossier Parish Community College has developed these short-term credentials to provide an accelerated pathway to employment. All the credentials are stackable into currently existing BPCC credentials. The CTS in Healthcare Management will fully stack into the existing AS in Healthcare Management (Professional Practice) degree. The CTC in Business Associate will fully stack into the existing AAS degree in Business Administration. The CTC in Virtualization will fully stack into the existing AAS degree in the Systems Administration (Cloud Computing). The CTC in Linux will fully stack into the existing AAS degree in Systems Administration (Cloud Computing) degree. The CTC in Data Analytics will fully stack into the existing AAS degree in Computer Information Systems.

Fiscal Impact: There will be no fiscal impact unless otherwise noted.

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

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



Approved for Recommendation to the Board
Dr. Monty Sullivan

3.8.23

Date



Bossier Parish Community College

Academic Affairs and Curriculum Committee

New Program Form

Rev. 2/7/2019

Date: 12/14/22

Attach the following documents with the New Program Form for the Committee to review:

- **Completed Louisiana Community and Technical College System (LCTCS) College Curriculum Database form**
 - **Attachments to the LCTCS College Curriculum Database Form, if applicable**
 - **Advisory Board Minutes, if applicable**
- **Program Learning Outcomes**

1. PROGRAM NAME: Healthcare Management

2. TYPE OF PROGRAM (Select only one):

- | | |
|---|--|
| <input type="checkbox"/> Associate of Applied Science (AAS) | <input type="checkbox"/> Technical Diploma (TD) |
| <input type="checkbox"/> Associate of Science (AS) | <input checked="" type="checkbox"/> Certificate of Technical Studies (CTS) |
| <input type="checkbox"/> Associate of Arts | <input type="checkbox"/> Career and Technical Certificate (CTC) |
| <input type="checkbox"/> Post Associate Certificate | |

3. SUBMITTING ACADEMIC DIVISION: Business & Information Technology

4. APPROVED BY PROGRAM DIRECTOR, if applicable: Paul Spivey

5. APPROVED BY ACADEMIC DEAN: Paul Spivey

6. APPROVED BY VICE CHANCELLOR OF ACADEMIC AFFAIRS: _____



Bossier Parish Community College

Academic Affairs and Curriculum Committee

New Program Form

Rev. 2/7/2019

7. COMMITTEE ACTION: Approved _____ Disapproved* _____
*If Disapproved, Curriculum Committee required to provide brief rationale for decision

*Rationale for Decision to Disapprove: _____

8. DATE OF COMMITTEE ACTION: _____

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE CHAIR:

Printed Name

Signature

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE:

Printed Names

Signatures

Healthcare Management - 02/14/2023

TYPE OF PROPOSED CHANGE : New Program
PROGRAM NAME : Healthcare Management

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: Career of Technical Studies Healthcare Management				Program Delivery Mode: Online		
CIP: 51.0702	Credit Hours: 3.00	Contact Hours: 450.00	Certificate of Technical Studies (C.T.S.)			
IBC: Microsoft Excel Expert	Issuing Body: Microsoft	Course Title: Advanced Excel Expert	Course Prefix: CTEC	Course Number: 145	Credits Awarded: 3.00	IBC Awarded upon Completion? :

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

a) In order to meet industry demand for qualified individuals in Healthcare Management, BPCC proposes to create an accelerated academic program, CTS in Healthcare Management.
The development of this program incorporates the core technical classes already offered in the AS in Healthcare Management degree but in an accelerated format. This format allows students an opportunity to acquire knowledge in business applications, human resources, management, informatics, risks/insurance, excel, supervision, small business management, and healthcare law.

The CTS in Healthcare Management will fully stack into the existing AS in Healthcare Management (Professional Practice) degree. The CTS will have a total of 30 credit hours and 450 contact hours and will be offered through the Division of Business and Information Technology. Students can fully obtain the CTS online. No other programs will be terminated as a result of the new program being developed. All courses are currently already being offered by BPCC. The development of the new CTS will provide additional learning paths for students interested in becoming a healthcare administrator.

- b) N/A – new program/not modifying curriculum
- c) N/A – new program/not terminating program
- d) N/A – new program/not adopting curriculum

**IMPLEMENTATION DATE
(Semester and Year)**

Fall 2023

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

N/A – This will be a new program that will complement the AS in Healthcare Management which was first approved in December 2009.

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

In order to meet industry demand for qualified individuals in Healthcare Management, BPCC proposes to create an accelerated academic program, CTS in Healthcare Management.

The development of this program incorporates the core technical classes already offered in the AS in Healthcare Management degree but in an accelerated format. This format allows students an opportunity to acquire knowledge in business applications, human resources, management, informatics, risks/insurance, excel, supervision, small business management, and healthcare law. All classes would stack into the AS in Healthcare Management (Professional Practice).

BPCC Business and Healthcare Management faculty and staff held an advisory meeting with industry partners on November 4th, 2022 to discuss the proposal of a CTS in Healthcare Management. The advisory board voted and approved the proposed Healthcare Management CTS program.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: All Campuses

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes

- Full Time: 3

- Part Time: 0

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS

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

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Master's in Business Administration; Master's in Business Administration/Health Care Management	Experience: N/A	Certification: N/A

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department : Business and Information 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.
No new resources needed.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	2	3	4	5	6
EVENING					
DISTANCE EDUCATION	1	2	3	4	5
Describe Process for Attaining & Estimating Enrollment:	Present and incremental growth				

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

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

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration:					Credit Hours: 0.00		
Program, Degree or Concentration:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

As stated previously, the new CTS degree in Healthcare Management provides an accelerated pathway with technical courses for students so they can quickly enter the healthcare workforce or continue having all their classes stack into the AS in Healthcare Management (Professional Practice) degree.

Because it will be fully online, individuals across the region and state can take advantage of the program too. Every community has a need for quality healthcare. So this program will help to meet those local, regional, and even statewide needs.

KEYWORDS

HCM, healthcare, healthcare management

Bossier Parish Community College Unofficial Curriculum Sheet

This unofficial curriculum sheet is established for guidance of students while pursuing an associate degree or certificate at BPCC. Courses marked below which are transferred from another institution are not applicable to degree requirements until approved by the Office of Academic Affairs. Students are encouraged to meet with an academic advisor concerning required courses and sequencing for this program.

2023-2024 Career and Technical Certificate in Business Associate

Last Name	First Name	MI	Student ID #	Date Initiated	Phone and/or Email

Students must make a "C" or higher in prerequisite courses before enrolling in any given course.

Freshman Year				
First Semester	Grade	Semester Earned	Name of Institution/ Notes	Hours
BADM 102: Customer Service Skills				3
BADM 108: Finance				3
CTEC 100: Computer Concepts				3
Business Elective*				3
Business Elective*				3

Total Hours: 15

*The business elective classes for this curriculum will be two of the following:

- ACCT 205: Introduction Financial Accounting
- BADM 105: General Business Administration
- BADM 213: Business Mathematics
- BADM 230: Money and Banking
- BADM 299: Business Internship
- CTEC 144: Advanced MS Excel

Advisor

Dean or Designee

Business Associate - 02/14/2023

TYPE OF PROPOSED CHANGE : New Program
PROGRAM NAME : Business Associate

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 4 Stars						
Name: CTC Business Associate				Program Delivery Mode: Standard		
CIP: 52.0101	Credit Hours: 15.00	Contact Hours: 225.00	Career and Technical Certificate (C.T.C)			
IBC: NRF Customer Service and Sales Certified Specialist_	Issuing Body: NRF	Course Title: Customer Service Skills	Course Prefix: BADM	Course Number: 102	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it
IBC: Microsoft Excel Expert_	Issuing Body: Microsoft	Course Title: Advanced MS Excel	Course Prefix: CTEC	Course Number: 145	Credits Awarded: 3.00	IBC Awarded upon Completion? :

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

a) Business and banking companies need business associates who can come in and learn a variety of business and offices related tasks and duties. In order to meet industry demand while providing flexibility for the job pathway, BPCC in collaboration with its Business Advisory Board proposed to create a new academic program, CTC in Business Associate.

The development of this short-term credential allows students an opportunity to acquire a base knowledge level in customer service, finance, and business applications. The last two business electives allow students to choose from accounting, administration, business math, money and banking, advanced excel, and a business internship experience.

Embedded in the program are two certifications offered through NRF (Customer Service and Sales Certified Specialist) and Microsoft (MS Excel Expert).

The CTC credential will fully stack into the existing AAS degree in Business Administration. The CTC credential will have a total of 15 credit hours and 225 contact hours and will be offered through the Division of Business and Information Technology. Students can fully obtain the CTC credential either face-to-face or online. No other programs will be terminated as a result of the new program being developed. All courses are currently already being offered by BPCC. The development of the new CTC credential will provide additional learning paths for students interested in virtualization.

b) N/A – new program/not modifying curriculum

c) N/A – new program/not terminating program

d) N/A – new program/not adopting curriculum

**IMPLEMENTATION DATE
(Semester and Year)**

Fall 2023

HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

N/A – New Program

JUSTIFICATION FOR THE PROPOSED CHANGE

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

In order to meet industry demand for business associates, BPCC proposes to create a flexible credential pathway, CTC in Business Associate.

The development of this short-term credential allows students an opportunity to acquire a base knowledge level in customer service, finance, and business applications. The last two business electives allow students to choose from accounting, administration, business math, money and banking, advanced excel, and a business internship experience.

Embedded in the program are two certifications offered through NRF (Customer Service and Sales Certified Specialist) and Microsoft (MS Excel Expert) which is an elective option.

BPCC Business faculty and staff held an advisory meeting with industry partners on November 4th, 2022 to discuss the proposal of the Business Associate CTC. The advisory board unanimously approved to go forward with the proposed Business Associate CTC program (100% - 7 out of 7 industry partners).

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: All Campuses

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes

- Full Time: 3

- Part Time: 0

Hire Adjunct Faculty: No

- 0

Hire Full-Time Faculty: No

- 0

ADMINISTRATION and IMPLEMENTATION COSTS		
Department :		
How will this change affect the administrative structure and/or allocation of departmental funds in terms of:		
Faculty :	Facilities :	Library Resources :
Support :	Related Fields :	Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Master's in Business Administration; Master's in Business Administration/Health Care Management	Experience: N/A	Certification: N/A

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department : Business and Information 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.
No new resources are needed.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	4	5	7	9	12
EVENING					
DISTANCE EDUCATION	5	7	10	14	20
Describe Process for Attaining & Estimating Enrollment:	Present + incremental growth				

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

Type/Name of Program Accreditation, Licensure or Certification Required:	N/A
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DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

As stated previously, the new CTC credential in Business Associate provides an additional short-term pathway to students interested in starting a professional career in a business setting. This helps to meet a hiring need in our area between businesses and banking institutions. Students in our community can take the classes either traditionally or fully online. Because it will be fully online though, individuals across the state can take advantage of the program too. As a result, participants can gain important knowledge and skills while familiarizing themselves with the latest business tools and methodologies.

KEYWORDS

Business Associate, Banking



Bossier Parish Community College

Academic Affairs and Curriculum Committee

New Program Form

Rev. 2/7/2019

Date: 12/14/22

Attach the following documents with the New Program Form for the Committee to review:

- **Completed Louisiana Community and Technical College System (LCTCS) College Curriculum Database form**
 - **Attachments to the LCTCS College Curriculum Database Form, if applicable**
 - **Advisory Board Minutes, if applicable**
- **Program Learning Outcomes**

1. PROGRAM NAME: Healthcare Management

2. TYPE OF PROGRAM (Select only one):

- | | |
|---|--|
| <input type="checkbox"/> Associate of Applied Science (AAS) | <input type="checkbox"/> Technical Diploma (TD) |
| <input type="checkbox"/> Associate of Science (AS) | <input checked="" type="checkbox"/> Certificate of Technical Studies (CTS) |
| <input type="checkbox"/> Associate of Arts | <input type="checkbox"/> Career and Technical Certificate (CTC) |
| <input type="checkbox"/> Post Associate Certificate | |

3. SUBMITTING ACADEMIC DIVISION: Business & Information Technology

4. APPROVED BY PROGRAM DIRECTOR, if applicable: Paul Spivey

5. APPROVED BY ACADEMIC DEAN: Paul Spivey

6. APPROVED BY VICE CHANCELLOR OF ACADEMIC AFFAIRS: _____



Bossier Parish Community College

Academic Affairs and Curriculum Committee

New Program Form

Rev. 2/7/2019

7. COMMITTEE ACTION: Approved _____ Disapproved* _____
*If Disapproved, Curriculum Committee required to provide brief rationale for decision

*Rationale for Decision to Disapprove: _____

8. DATE OF COMMITTEE ACTION: _____

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE CHAIR:

Printed Name

Signature

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE:

Printed Names

Signatures

Data Analytics - 02/14/2023

TYPE OF PROPOSED CHANGE : New Program
PROGRAM NAME : Data Analytics

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: Career and Technical Certificate in Data Analytics				Program Delivery Mode: Standard		
CIP: 30.7101	Credit Hours: 15.00		Contact Hours: 225.00		Career and Technical Certificate (C.T.C)	
IBC: ITF+	Issuing Body: CompTIA	Course Title: Information Technology Principles	Course Prefix: CTEC	Course Number: 101	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it
IBC: Data+	Issuing Body: CompTIA	Course Title: Data Analytics	Course Prefix: CTEC	Course Number: 274	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it

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

a) In order to meet industry demand for qualified individuals with a background in data analysis, BPPC proposes to create a new academic program, CTC in Data Analytics. The development of this short-term credential allows students an opportunity to acquire knowledge in basic hardware and software, programming, information management systems, databases, and data analytics so that they can perform the duties of an entry-level data analyst. Embedded in the program are two certifications offered through CompTIA (ITF+ and Data+).

CompTIA Data+ is an early-career data analytics certification for professionals tasked with developing and promoting data-driven business decision-making. As the importance for data analytics grows, more job roles are required to set context and better communicate vital business intelligence. Collecting, analyzing, and reporting on data can drive priorities and lead business decision-making. CompTIA Data+ validates certified professionals have the skills required to facilitate data-driven business decisions.

The CTC credential will fully stack into the existing AAS degree in Computer Information Systems if additional courses are applied as electives. The CTC credential will have a total of 15 credit hours and 225 contact hours and will be offered through the Division of Business and Information Technology. Students can fully obtain the CTC credential either face-to-face or online. No other programs will be terminated as a result of the new program being developed. All courses are currently already being offered by BPPC. The development of the new CTC credential will provide additional learning paths for students interested in data analysis.

- b) N/A – new program/not modifying curriculum
- c) N/A – new program/not terminating program
- d) N/A – new program/not adopting curriculum

IMPLEMENTATION DATE (Semester and Year)	Fall 2023
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HISTORY OF PRIOR ACTIONS Provide an overview of changes to this program.
N/A - New Program

JUSTIFICATION FOR THE PROPOSED CHANGE Include support such as four-year university agreements, industry demand, advisory board information, etc.
Data Analytics has become more important to companies to be able to evaluate the data that we are collecting. The development of this short-term credential allows students an opportunity to acquire knowledge in basic hardware and software, programming, information management systems, databases, and data analytics so that they can perform the duties of an entry-level data analyst. Embedded in the program are two certifications offered through CompTIA (ITF+ and Data+).
BPPC CTEC faculty and staff held an advisory meeting with industry partners on November 3rd, 2022 to discuss the proposal of a CTC in Data Analytics. The advisory board unanimously approved to go forward with the proposed Data Analytics CTC program (100% - 9 out of 9 industry partners).

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: All Campuses
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QUALIFIED FACULTY (Check all that apply)		
Use Existing Faculty: Yes # - Full Time: 2 # - Part Time: 0	Hire Adjunct Faculty: No # - 0	Hire Full-Time Faculty: No # - 0

ADMINISTRATION and IMPLEMENTATION COSTS		
Department :		
How will this change affect the administrative structure and/or allocation of departmental funds in terms of:		
Faculty :	Facilities :	Library Resources :
Support :	Related Fields :	Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Masters with 18 graduate hours in computer science/computer technology	Experience: or minimum of 3 years work experience in subject area specialized training/professional development in subject area	Certification: Certification: or Bachelors degree with industry-based certifications

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department : Business and Information 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.
No new resources needed.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	2	3	4	5	6
EVENING					
DISTANCE EDUCATION	1	2	3	4	5
Describe Process for Attaining & Estimating Enrollment:	Present and incremental growth				

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

Type/Name of Program Accreditation, Licensure or Certification Required:	N/A
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DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

As stated previously, the new CTC credential in Data Analytics provides an additional short-term pathway to students interested in data analytics. Students in our community can take the classes either traditionally or fully online. Because it will be fully online though, individuals across the state can take advantage of the program too. As a result, participants can gain important data analytics knowledge and skills while familiarizing themselves with the latest tools, technologies, and platforms

KEYWORDS

IT, data, data analytics, databases, Data+

Bossier Parish Community College Unofficial Curriculum Sheet

This unofficial curriculum sheet is established for guidance of students while pursuing an associate degree or certificate at BPCC. Courses marked below which are transferred from another institution are not applicable to degree requirements until approved by the Office of Academic Affairs. Students are encouraged to meet with an academic advisor concerning required courses and sequencing for this program.

2023-2024 Career and Technical Certificate in Linux

Last Name	First Name	MI	Student ID #	Date Initiated	Phone and/or Email

Freshman Year				
First Semester	Grade	Semester Earned	Name of Institution/ Notes	Hours
CTEC 104: Introduction to Scripting				3
CTEC 155: Network Essentials				3
6				6

Second Semester	Grade	Semester Earned	Name of Institution/ Notes	Hours
CTEC172: Linux Server				3
CTEC 272: Advanced Topics in Linux				3
6				6

Total Hours: 12

Advisor Dean or Designee

Students must make a "C" or higher in prerequisite courses before enrolling in any given course.

Linux - 02/14/2023

TYPE OF PROPOSED CHANGE : New Program
PROGRAM NAME : Linux

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: Career and Technical Certificate in Linux				Program Delivery Mode: Standard		
CIP: 11.0901	Credit Hours: 12.00	Contact Hours: 180.00	Career and Technical Certificate (C.T.C)			
IBC: ITF+	Issuing Body: CompTIA	Course Title: Information Technology Principles	Course Prefix: CTEC	Course Number: 101	Credits Awarded: 3.00	IBC Awarded upon Completion? :
IBC: Network+	Issuing Body: CompTIA	Course Title: Network Essentials	Course Prefix: CTEC	Course Number: 155	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it
IBC: Red Hat Preliminary Exam in System Administration I (PE124)	Issuing Body: Red Hat	Course Title: Linux Server	Course Prefix: CTEC	Course Number: 172	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it

IBC: Red Hat Certified System Administrator (RHCSA)	Issuing Body: Red Hat	Course Title: Advanced Topics in Linux	Course Prefix: CTEC	Course Number: 272	Credits Awarded: 3.00	IBC Awarded upon Completion?: No-Student must Request it
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PROPOSED CHANGE
a) For New Programs, state the purpose and objective; b) For Curriculum Modifications, state previous credit and clock hours; c) For Program Termination, state program and all award levels; d) For Curriculum Adoption, state the college from which curriculum is being adopted and the date it was approved by LCTCS.

a) In order to meet industry demand for qualified individuals with a background in Linux, BPCC proposes to create a new academic program, CTC in Linux. The development of this short-term credential allows students an opportunity to acquire knowledge in scripting, networking, and advanced Linux servers so that they can perform the duties of a network specialist. Embedded in the program are four certifications offered through CompTIA (ITF+ and Network+) and Red Hat (PE124 and RHCSA)

The CTC credential will fully stack into the existing AAS degree in Systems Administration (Cloud Computing) degree as well as the AAS in Cyber Security if CTEC 272 is applied as an elective. The CTC credential will have a total of 12 credit hours and 180 contact hours and will be offered through the Division of Business and Information Technology. Students can fully obtain the CTC credential either face-to-face or online. No other programs will be terminated as a result of the new program being developed. All courses are currently already being offered by BPCC. The development of the new CTC credential will provide additional learning paths for students interested in Linux servers and becoming a network specialist.

b) N/A – new program/not modifying curriculum
c) N/A – new program/not terminating program
d) N/A – new program/not adopting curriculum

IMPLEMENTATION DATE (Semester and Year)	Fall 2023
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HISTORY OF PRIOR ACTIONS
Provide an overview of changes to this program.

N/A - New Program

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

Linux is utilized in everything from computers and smart phones to cars and other smart devices. Linux is one of the best-known open-course operating systems. Because of its popularity, students need to know how about Linux servers and how to management them.

The development of this short-term credential allows students an opportunity to acquire knowledge in scripting, networking, and advanced Linux servers so that they can perform the duties of a network specialist. Embedded in the program are four certifications offered through CompTIA (ITF+ and Network+) and Red Hat (PE124 and RHCSA).

BPCC CTEC faculty and staff held an advisory meeting with industry partners on November 3rd, 2022 to discuss the proposal of a CTC in Linux. The advisory board unanimously approved to go forward with the proposed Linux CTC program (100% - 9 out of 9 industry partners).

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: All Campuses

QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes # - Full Time: 2 # - Part Time: 0	Hire Adjunct Faculty: No # - 0	Hire Full-Time Faculty: No # - 0
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ADMINISTRATION and IMPLEMENTATION COSTS		
Department :		
How will this change affect the administrative structure and/or allocation of departmental funds in terms of:		
Faculty :	Facilities :	Library Resources :
Support :	Related Fields :	Other :

MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Masters with 18 graduate hours in computer science/computer technology	Experience: or minimum of 3 years work experience in subject area specialized training/professional development in subject area	Certification: or Bachelors degree with industry-based certifications

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department : Business and Information 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.
No new resources needed.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	2	3	4	5	6
EVENING					
DISTANCE EDUCATION	1	2	3	4	5
Describe Process for Attaining & Estimating Enrollment:	Present and incremental growth				

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

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

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

BENEFITS TO THE SYSTEM

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

As stated previously, the new CTC credential in Linux provides an additional short-term pathway to students interested in Linux servers and becoming a network specialist. Students in our community can take the classes either traditionally or fully online. Because it will be fully online though, individuals across the state can take advantage of the program too. As a result, participants can gain important knowledge and skills while familiarizing themselves with the latest tools, technologies, and platforms.

KEYWORDS

IT, Linux, Linux servers, Red Hat

Bossier Parish Community College Unofficial Curriculum Sheet

This unofficial curriculum sheet is established for guidance of students while pursuing an associate degree or certificate at BPCC. Courses marked below which are transferred from another institution are not applicable to degree requirements until approved by the Office of Academic Affairs. Students are encouraged to meet with an academic advisor concerning required courses and sequencing for this program.

2023-2024 Career and Technical Certificate in Virtualization

Last Name	First Name	MI	Student ID #	Date Initiated	Phone and/or Email

Freshman Year				
First Semester	Grade	Semester Earned	Name of Institution/ Notes	Hours
CTEC 114: IT Software Support				3
CTEC 155: Network Essentials				3
6				

Second Semester	Grade	Semester Earned	Name of Institution/ Notes	Hours
CTEC 165: Introduction to Virtualization				3
CTEC 170: Microsoft Windows Servers				3
CTEC 263: Cloud+				3
9				

Total Hours: 15

Advisor

Dean or Designee

Students must make a "C" or higher in prerequisite courses before enrolling in any given course.

Virtualization - 02/14/2023

TYPE OF PROPOSED CHANGE : New Program
PROGRAM NAME : Virtualization

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

NAME OF PROGRAM(S) and AWARD LEVEL(S)						
Stars : 5 Stars						
Name: Career and Technical Certificate in Virtualization				Program Delivery Mode: Standard		
CIP: 11.1099		Credit Hours: 3.00		Contact Hours: 208.00		Career and Technical Certificate (C.T.C)
IBC: Network+	Issuing Body: CompTIA	Course Title: Network Essentials	Course Prefix: CTEC	Course Number: 155	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it
IBC: Cloud+	Issuing Body: CompTIA	Course Title: Cloud+	Course Prefix: CTEC	Course Number: 263	Credits Awarded: 3.00	IBC Awarded upon Completion? : No-Student must Request it

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

a) In order to meet industry demand for qualified individuals with a background in virtualization, BPCC proposes to create a new academic program, CTC in Virtualization. The development of this short-term credential allows students an opportunity to acquire knowledge in software, networking, windows servers, virtualization, and cloud computing so that they can perform the duties of an information technology services administrator. Embedded in the program are two certifications offered through CompTIA (Network+ and Cloud+).

The CTC credential will fully stack into the existing AAS degree in the Systems Administration Could Computing as well as the AAS in Cyber Security if additional courses are applied as electives. The CTC credential will have a total of 15 credit hours and 225 contact hours and will be offered through the Division of Business and Information Technology. Students can fully obtain the CTC credential either face-to-face or online. No other programs will be terminated as a result of the new program being developed. All courses are currently already being offered by BPCC. The development of the new CTC credential will provide additional learning paths for students interested in virtualization.

- b) N/A – new program/not modifying curriculum
- c) N/A – new program/not terminating program
- d) N/A – new program/not adopting curriculum

IMPLEMENTATION DATE (Semester and Year)	Fall 2023
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HISTORY OF PRIOR ACTIONS Provide an overview of changes to this program.
N/A – New Program

JUSTIFICATION FOR THE PROPOSED CHANGE Include support such as four-year university agreements, industry demand, advisory board information, etc.
Virtualization has become more important to companies allowing them to gain greater efficiencies and economies of scale by using software to create a virtual version of what was traditional bound by hardware. The development of this short-term credential allows students an opportunity to acquire knowledge in software, networking, windows servers, virtualization, and cloud computing so that they can perform the duties of an information technology services administrator. Embedded in the program are two certifications offered through CompTIA (Network+ and Cloud+).
BPCC CTEC faculty and staff held an advisory meeting with industry partners on November 3rd, 2022 to discuss the proposal of a CTC in Virtualization. The advisory board unanimously approved to go forward with the proposed Virtualization CTC program (100% - 9 out of 9 industry partners).

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: All Campuses
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QUALIFIED FACULTY (Check all that apply)		
Use Existing Faculty: Yes # - Full Time: 2 # - Part Time: 0	Hire Adjunct Faculty: No # - 0	Hire Full-Time Faculty: No # - 0

ADMINISTRATION and IMPLEMENTATION COSTS
Department :

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

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

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Education: Masters with 18 graduate hours in computer science/computer technology	Experience: or minimum of 3 years work experience in subject area specialized training/professional development in subject area	Certification: or Bachelors degree with industry-based certifications
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FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Business and Information 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.

No resources needed.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	2	3	4	5	6
EVENING					
DISTANCE EDUCATION	1	2	3	4	5

Describe Process for Attaining & Estimating Enrollment:

Present and incremental growth

PROGRAM ACCREDITATION:

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

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

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

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration:					Credit Hours: 0.00		

BENEFITS TO THE SYSTEM

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

As stated previously, the new CTC credential in Virtualization provides an additional short-term pathway to students interested in virtual environments and becoming an information technology services administrator. Students in our community can take the classes either traditionally or fully online. Because it will be fully online though, individuals across the state can take advantage of the program too. As a result, participants can gain important knowledge and skills while familiarizing themselves with the latest tools, technologies, and platforms such as VMware and vSphere.

KEYWORDS

IT, Virtualization, VMware, vSphere

Signature: *William Tulak*

Email: williamtulak@lctcs.edu

Signature: *Wendi Palermo*

Email: wendipalermo@lctcs.edu












F.4.BPCC Consent Board Memo take 3

Final Audit Report

2023-03-06

Created:	2023-03-06
By:	Sara Kleinpeter (sarakleinpeter1@lctcs.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsT5wMVmjC1eCkBm1w2DfYXpT1Qfe3CqK

"F.4.BPCC Consent Board Memo take 3" History

-  Document created by Sara Kleinpeter (sarakleinpeter1@lctcs.edu)
2023-03-06 - 3:11:34 PM GMT- IP address: 76.165.120.2
-  Document emailed to William Tulak (williamtulak@lctcs.edu) for signature
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-  Agreement completed.
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