

*Changing Lives,  
Creating Futures*

Monty Sullivan  
*System President*

**Officers:**

Timothy W. Hardy  
*Chair*

Deni Grissette  
*First Vice Chair*

Stephen Toups  
*Second Vice Chair*

**Members:**

Helen Bridges Carter  
Erika McConduit-Diggs

Willie L. Mount  
Michael J. Murphy  
N. J. "Woody" Ogé

Joe Potts  
Paul Price, Jr.  
Stephen C. Smith  
Mark D. Spears, Jr.  
Craig Spohn

Vincent St. Blanc, III  
Charles T. Strong

**Student Members:**

Sommer Brown  
Jennifer Burgess

Louisiana  
Community  
& Technical  
College System


265 South Foster Drive  
Baton Rouge, LA 70806

Phone: 225-922-2800  
Fax: 225-922-1185

[www.lctcs.edu](http://www.lctcs.edu)

## LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

**TO:** Dr. Monty Sullivan  
LCTCS President

**THROUGH:** Dr. Paul Carlsen   
Chief Content Officer

**FROM:** Dr. René Cintrón   
Executive Director, Education and Research

**SUBJECT:** Program Terminations and Additions at SOWELA Technical  
Community College

**DATE:** 10/24/2016

### **FOR BOARD ACTION:**

**Recommendation:** Staff recommends that the Board approve the program terminations listed below.

#### **Program Terminations (To Be Replaced by New Program)**

1. Associate of Applied Science (AAS) in Computer Networking Specialist (CIP 11.0901) – **5 STARS**
  - a. Technical Diploma (TD) in Computer Networking Specialist (CIP 11.0901) – **5 STARS**
  - b. Certificate of Technical Studies (CTS) in IT Network Apprentice (CIP 11.0901) – **5 STARS**
  - c. Technical Competency Area (TCA) in Cisco Networking Technician (CIP 11.0901) – **5 STARS**
  - d. Technical Competency Area (TCA) in PC Support Technician (CIP 11.0901) – **5 STARS**
2. Associate of Applied Science (AAS) in Computer Software Specialist (CIP 11.0202) – **5 STARS**
  - a. Technical Diploma (TD) in Computer Software Specialist (CIP 11.0202) – **5 STARS**
  - b. Certificate of Technical Studies (CTS) in Software Apprentice (CIP 11.0202) – **5 STARS**
  - c. Technical Competency Area (TCA) in Software Support Technician (CIP 11.0202) – **5 STARS**

#### **Program Additions**

1. Associate of Applied Science (AAS) in Information Systems Technology (CIP 11.0103) – **5 STARS**
  - a. Technical Diploma (TD) in Information Systems Technology (CIP 11.0103) – **5 STARS**

- b. Certificate of Technical Studies (CTS) in Information Technology Apprentice (CIP 11.0103) – **5 STARS**
- c. Technical Competency Area (TCA) in PC Support Technician (CIP 11.0103) – **5 STARS**

**Background:** SOWELA currently has two separate AAS degrees in Computer Networking Specialist and Computer Software Specialist creating a split in enrollment and completion. Neither degree meets industry needs. At one time, employers were hiring networking students or programming/software students. Now employers are looking for students who have a foundation in both areas. Combining both programs of study into the stackable credentials within the AAS in Information Systems Technology will meet the needs of industry and ensure an increased opportunity for job placement of graduates.

**Fiscal Impact:** There are no anticipated expenditures associated with the changes of these programs. Faculty and resources under the existing curriculum being terminated will be allocated to the new AAS in Information Systems Technology.

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

**Benefits to the System:** These modifications will allow SOWELA to better meet student and workforce needs in other areas.

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

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



October 19, 2016

Board of Supervisors  
The Louisiana Community and Technical College System  
265 South Foster Drive  
Baton Rouge, LA 70806

Attention: Paul Carlsen, Ph.D.  
Chief Content Officer

Dear Dr. Carlsen:

SOWELA Technical Community College is requesting approval to merge the existing Computer Networking Specialist (CIP: 110901) and Computer Software Specialist (CIP: 110202) programs into a single program titled Information Systems Technology (CIP: 110103) with concentrations in Networking, Software, and Computer Specialist. Listed below are the requested revisions:

#### Program Revisions

1. Delete Computer Networking Specialist and all associated exit points, CIP: 110901
  - i. Computer Networking Specialist, AAS
  - ii. Computer Networking Specialist, TD
  - iii. IT Network Apprentice, CTS
  - iv. Cisco Networking Technician, TCA
  - v. PC Support Technician, TCA
2. Delete Computer Software Specialist and all associated exit points, CIP: 110202
  - i. Computer Software Specialist, AAS
  - ii. Computer Software Specialist, TD
  - iii. Software Apprentice, CTS
  - iv. Software Support Technician, TCA
3. Remove all AAS, TD, and CTS options listed in item 2 above from the BoR Distance Education Technology list.
4. Create a new program titled Information Systems Technology, CIP: 110103 with concentrations in Networking, Software, and Computer Specialist as outlined in the attached New Program and Curriculum Modification Form.

#### Justification:

Currently, SOWELA offers two separate programs as mentioned above. Combining or repackaging the programs under one umbrella with three concentrations will boost enrollment and completion while better meeting the needs of industry.



Explore.  
Experience.  
Excel.

MAIN CAMPUS  
Office: 337.491.2698  
Fax: 337.491.2135

Toll Free: 800.256.0483  
P.O. Box 16950

3820 Sen. J. Bennett Johnston Ave.  
Lake Charles, LA 70616

MORGAN SMITH  
Office: 337.824.4811  
Fax: 337.824.5653

P.O. Box 1327  
1230 N. Main St.  
Jennings, LA 70546



We are asking that this proposal be included on the agenda for the Board of Supervisors' November 2016 Board Meeting. If approved, these actions would be effective Spring 2017. If you require any additional information, please don't hesitate to phone or email. Your consideration of this request is very much appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Paula Hellums".

Paula Hellums, MSN  
Vice Chancellor for Academic Affairs

CC: Dr. Neil Aspinwall, Chancellor



## LOUISIANA'S COMMUNITY & TECHNICAL COLLEGE SYSTEM

### New Program and Curriculum Modification Form

<b>TYPE OF PROPOSED CHANGE</b>	
<input checked="" type="checkbox"/> New Program	<input type="checkbox"/> Curriculum Modification

<b>AWARD LEVEL(S)</b>	
Award Level(s): <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: Information Systems Technology</u>	<input type="checkbox"/> Technical Diploma (T.D.) <input type="checkbox"/> Technical Competency Area (T.C.A.) <input type="checkbox"/> Certificate of Technical Studies (C.T.S.) <input type="checkbox"/> Certificate of Applied Science (C.A.S.) <input type="checkbox"/> Certificate of General Studies (C.G.S.)

<b>NAME OF PROGRAM(S) and AWARD LEVEL(S)</b>			
Name: Information Systems Technology			
CIP: 110103	Credit Hours: 60	Contact Hours: 945	Award Level: AAS
Name: Information Systems Technology			
CIP: 110103	Credit Hours: 45	Contact Hours: 720	Award Level: TD
Name: Information Technology Apprentice			
CIP: 110103	Credit Hours: 26	Contact Hours: 420	Award Level: CTS
Name: PC Support Technician			
CIP: 110103	Credit Hours: 7	Contact Hours: 120	Award Level: TCA

<b>DESCRIBE THE PROPOSED CHANGE (For Curriculum Modifications, state previous credit and clock hours, and for Program Termination, state program and all award levels.)</b>
<p>Currently, SOWELA offers two separate programs, Computer Networking Specialist (110901) and Computer Software Specialist (110202). This proposal is a request to combine the two programs under one umbrella titled Information Systems Technology (110103) with three concentrations:</p> <ul style="list-style-type: none"> <li>Networking Concentration</li> <li>Software Concentration</li> <li>Computer Specialist Concentration (a combination of hardware &amp; software skills)</li> </ul>



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

We currently have two separate AAS degrees splitting enrollment and completion. At one time, employers were hiring networking students or programming/software students. Now employers are looking for students who have a foundation in both areas. Combining both degrees into one will meet the needs of industry and ensure a better chance for placement of our graduates.

Although this program is being proposed with a new CIP and title, it actually is a repackaging of the two existing programs. No new courses will be created for this program.

<b>IMPLEMENTATION DATE (Semester and Year)</b>	Spring 2017
--	-------------

**SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION**

<input checked="" type="checkbox"/> Main Campus	<input type="checkbox"/> All Campuses	<input type="checkbox"/> Sites (list below)
Site 1: 3820 J. Bennett Johnston Ave., Lake Charles, LA 70615		
Site 2:		
Site 3		
Site 4:		

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

5 Stars     
  4 Stars     
  3 Stars     
  2 Stars     
  1 Star

**PLAN FOR PROVIDING QUALIFIED FACULTY (Check all that apply)**

<input checked="" type="checkbox"/> Use Existing Faculty #: <u>3</u>	<input checked="" type="checkbox"/> Hire Adjunct Faculty #: <u>2</u>	<input type="checkbox"/> Hire Full-Time Faculty #: _____
---	---	---

**MINIMUM CREDENTIALS REQUIRED FOR FACULTY**

Education: Bachelor's Degree in Computer Science (CS). If course is transferrable, Master's in CS or any Master's + 18 graduate hours in CS.	Experience: 5 years industry experience	Certification: CS Certs a plus
--	---	--------------------------------

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
<u>DAY</u>	<u>46</u>	<u>48</u>	<u>50</u>	<u>53</u>	<u>56</u>
<u>EVENING</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Describe Process for Attaining & Estimating Enrollment:		The enrollment projections are based on a 5% increase over Spring 2016 enrollment.			

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	<input type="checkbox"/> Yes
	<input checked="" type="checkbox"/> No
	If YES, please provide projected accreditation/licensure/certification date:
Type/Name of Program Accreditation, Licensure or Certification Required:	

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

**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)  
 The template below outlines the program BEFORE changes.

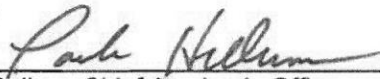
**See Attached**

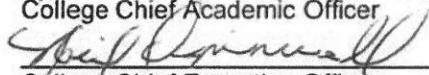
**PROGRAM CURRICULUM**  
 (Use the template below or insert separate attachment. all modifications should include the OLD and NEW curriculum with changes appropriately noted so that it is visually clear what has been added, deleted and/or changed)  
 The template below outlines the program AFTER changes.

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

**See Attached**

**SIGNATURES:**

  
 \_\_\_\_\_  
 College Chief Academic Officer

  
 \_\_\_\_\_  
 College Chief Executive Officer

10-19-16  
 Date

10-19-16  
 Date



Associate of Applied Science - Information Systems Technology  
Program CIP: 11.0103  
Core Requirements

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
ITEC or OADM	1000 or 1150	Application Basics	3	0	3	45
ITEC	1016	Problem Solving and Decision Making	3	0	3	45
ITEC	1100	IT Essentials: PC Hardware & Software	3	0	3	45
ITEC	1101	IT Essentials: Lab for PC Hardware & Software	0	1	1	30
ITEC	1210	Intro to Programming	3	0	3	45
ITEC	1010	Web Site Development	3	0	3	45
ITEC	1200, 1820, or 2010	Operating Systems Course	3	1	4	75
ITEC	2911	IT Ethics	3	0	3	45
ENGL	2535	Technical Report Writing	3	0	3	45
	<b>Core Totals</b>		<b>24</b>	<b>2</b>	<b>26</b>	<b>420</b>
<b>Networking Concentration</b>						
ITEC	1500	Network Pro	3	0	3	45
ITEC	2680	Security Pro	3	1	4	75
ITEC	2110	Intro to Networks	3	1	4	75
ITEC	2120	Routing and Switching Essentials	3	1	4	75
ITEC		Elective	3	0	3	45
ITEC	2995	Internship	3	0	3	45
	<b>Concentration Totals</b>		<b>18</b>	<b>3</b>	<b>21</b>	<b>360</b>
<b>Software Concentration</b>						
ITEC	1320	Database Mgt	3	0	3	45
ITEC		Software Elective	3	0	3	45
ITEC		Software Elective	3	0	3	45
ITEC		Advanced Software Elective	3	0	3	45
ITEC		Security/Software Elective	3	1	4	75
ITEC	2995	Internship	3	0	3	45
	<b>Concentration Totals</b>		<b>18</b>	<b>1</b>	<b>19</b>	<b>300</b>
<b>Computer Specialist Concentration</b>						
Networking Elective		Networking Elective	3	1	4	75
Networking Elective		Networking Elective	3	1	4	75
Software Elective		Software Elective	3	0	3	45
Advanced Software Elective		Advanced Software Elective	3	0	3	45
ITEC		ITEC Elective	3	0	3	45
ITEC	2995	Internship	3	0	3	45
	<b>Concentration Totals</b>		<b>18</b>	<b>2</b>	<b>20</b>	<b>330</b>
	<b>PROGRAM TOTALS</b>		<b>42</b>	<b>3</b>	<b>45</b>	<b>720</b>
	<b>General Education Requirements</b>		<b>15</b>	<b>0</b>	<b>15</b>	<b>225</b>
	<b>AAS Totals</b>		<b>57</b>	<b>3</b>	<b>60</b>	<b>945</b>

Associate of Applied Science - Information Systems Technology  
Program CIP: 11.0103  
Program Exit Points

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Credit Hours	Contact Hours
ITEC	1100	IT Essentials: PC Hardware & Software	3	0	3	45
ITEC	1101	IT Essentials: Lab for PC Hardware & Software	0	1	1	30
ITEC	1016	Problem Solving and Decision Making	3	0	3	45
		<b>TCA - PC Support Technician (7)</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>120</b>
ITEC or OADM	1000 or 1150	Application Basics	3	0	3	45
ITEC	1210	Intro to Programming	3	0	3	45
ITEC	1010	Web Site Development	3	0	3	45
ITEC	1200, 1820, or 2010	Operating Systems Course	3	1	4	75
ITEC	2911	IT Ethics	3	0	3	45
ENGL	2535	Technical Report Writing	3	0	3	45
		<b>CTS - Information Technology Apprentice (26)</b>	<b>24</b>	<b>2</b>	<b>26</b>	<b>420</b>
<b>Networking Concentration</b>						
ITEC	1500	Network Pro	3	0	3	45
ITEC	2680	Security Pro	3	1	4	75
ITEC	2110	Intro to Networks	3	1	4	75
ITEC	2120	Routing and Switching Essentials	3	1	4	75
		ITEC Elective	3	0	3	45
ITEC	2995	Internship	3	0	3	45
		<b>Concentration Totals</b>	<b>18</b>	<b>3</b>	<b>21</b>	<b>360</b>
<b>Software Concentration</b>						
ITEC	1320	Database Mgt	3	0	3	45
		Software Elective	3	0	3	45
		Software Elective	3	0	3	45
		Advanced Software Elective	3	0	3	45
		Security/Software Elective	3	1	4	75
ITEC	2995	Internship	3	0	3	45
		<b>Concentration Totals</b>	<b>18</b>	<b>1</b>	<b>19</b>	<b>300</b>
<b>Computer Specialist Concentration</b>						
		Networking Elective	3	1	4	75
		Networking Elective	3	1	4	75
		Software Elective	3	0	3	45
		Advanced Software Elective	3	0	3	45
		ITEC Elective	3	0	3	45
ITEC	2995	Internship	3	0	3	45
		<b>Concentration Totals</b>	<b>18</b>	<b>2</b>	<b>20</b>	<b>330</b>
		<b>TD - Information Systems Technology (45 to 47)</b>	<b>42</b>	<b>3</b>	<b>45</b>	<b>720</b>
		<b>General Education Requirements</b>	<b>15</b>	<b>0</b>	<b>15</b>	<b>225</b>
		<b>AAS Totals</b>	<b>57</b>	<b>3</b>	<b>60</b>	<b>945</b>

DELIVERY OF DEGREE PROGRAM THROUGH DISTANCE EDUCATION  
TECHNOLOGY REQUEST FOR AUTHORITY TO OFFER AN EXISTING ACADEMIC  
PROGRAM THROUGH DISTANCE LEARNING TECHNOLOGIES

1. SOWELA Technical Community College University or College
2. A.A.S. Information Systems Technology Names of Degree Program
3. Computer and Information Sciences and Support Services/Information Technology,  
11.0103 CIP Classification and Number

4. Briefly describe the proposed program.

*SOWELA seeks the freedom to offer more than 50% of the required courses for the existing A.A.S in Information Systems Technology online.*

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

*While the entire degree will not be offered online initially, more online courses will be added based on student demand.*

6. Describe any and all distance learning technologies which will be used to offer the proposed program.

*The Louisiana College and Technical College System (LCTCS) just moved to the Canvas learning management system (LMS). Canvas is one of the leading LMS available. It is completely cloud hosted for maximized uptime. Canvas offers iOS and android apps for mobile devices and tablets.*

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

*SOWELA serves a five parish area – Allen, Beauregard, Calcasieu, Cameron, and Jefferson Davis. Students from all five parishes can benefit from online courses.*

8. Respond as appropriate to the following statements and provide explanation for each response. If the answer to any of the following statements is, “No,” the accompanying explanation should include a rationale for why the Board of Regents should consider exempting the proposed program from these essential requirements for a proposed new program.

a. The proposed program is within the role, scope and mission of the institution as defined in the Master Plan for Higher Education.

*Yes, Goal 1 of the Master Plan for Higher Education is to, “Increase educational attainment of the State’s adult population to the Southern Region Education Board (SREB) State’s average by 2025.” Offering an increasing amount of online courses makes educational attainment much more accessible for working adults.*

b. The proposed program is not duplicative of those offered at any other state institutions of higher education.

*Yes, while other state institutions might offer associate degrees online, no other technical or community colleges serve the five parish area that SOWELA serves.*

c. The proposed program is consistent with the mandates of the desegregation Settlement Agreement.

*Yes, in accordance with former First Lady Laura Bush's comments, the proposed increase in online courses educate, "boys and girls, Muslims, Christians, Jews, and people of all different faiths, children of different races and cultures—all children, whether their families are wealthy or poor."*

d. The proposed program is consistent with specific criteria for funding as stated in Academic Affairs Policy and Procedures 2.04.01 – Letters of Intent (Section H).

IF yes, please, cite which specific criterion(a) is (are) appropriate and provide an explanation.

*Yes, increasing online courses at SOWELA specifically relates to the following criteria:*

- *Increasing student access to learning opportunities (Online courses will appeal to current students who have scheduling issues due to work schedule).*
- *Enhancing the ability of the college to respond to learner needs (Many current and potential students have expressed a desire to take more online courses).*
- *Assuring quality of instruction to place – and time-bound students (Many potential students do not enroll in programs at SOWELA due to the lack of online learning opportunities).*



College Chancellor

---

System President